



## **Planning Board**

Meeting Minutes

July 2, 2019

7:30 PM

Room 204, Acton Town Hall, 472 Main Street

Planning Board members present: Ray Yacouby, Anping Liu, Derrick Chin, and Sam Bajwa

Absent: Jon Cappetta, and Emilie Ying

Also present: Robert Hummel, Assistant Town Planner

### **1. Opening**

Chair, Ray Yacouby opened the meeting at 7:30 pm.

### **2. Regular Business**

Open Meeting Law (OML) complaint May 7, 2019

Mr. Yacouby explained to the board the reasons why this public meeting was needed. After review of the Open Meeting Law complaint the board, Mr. Yacouby pointed out two issues. First, his name is spelled incorrectly and second he was not present at the May 7<sup>th</sup> meeting to commit the alleged violation. The board concluded that May 7<sup>th</sup> meeting minutes were sufficient to fulfill the OML obligation to list the documents and exhibits used at the meeting.

a. Clerical Corrections to Previous Meeting Minutes of 4/16/19

The Board decided that no corrections were needed.

b. Delegate responsibility for the formal response to the OML complaint

Mr. Chin moved that the Board delegate the Town Manager to respond to the Open Meeting Law complaint on behalf of the Board with two findings: the complaint was filed incorrectly because the alleged party (Mr. Yacouby) wasn't present at the public meeting and there was no violation committed. The motion was seconded by Mr. Bajwa and approved unanimously by a vote of (4-0).

Open Space Committee representative from Planning Board

The board discussed the Planning Board representative on the Open Space committee. Mr. Yacouby offered to serve as the Open Space representative. Mr. Bajwa moved to recommend that Mr. Yacouby serve as the Planning Board representative on the Open Space committee. The motion was seconded by Mr. Chin and approved unanimously by a vote of (4-0).

Election of Officers

The board decided to postpone the discussion until the next scheduled meeting.

### **3. Consent**



The meeting minutes of May 7, 2019 were reviewed and Mr. Chin moved and Mr. Bajwa seconded the draft meeting minutes. They approved by a vote of 4-0, with minor amendments discussed.

**4. Adjournment**

At 7:59, Mr. Chin moved and Mr. Liu seconded to adjourn the meeting. The motion was approved unanimously (4-0).

Materials used at the meeting: Planning Board Agenda, DRAFT 5-7-19 Planning Board Minutes, Acton PB OML 06-02-19 for Violation 5-7-19, and PB 7-2-19 OML Memo.

Respectfully Submitted,  
Robert Hummel  
Assistant Town Planner