

# Kelley's Corner Steering Committee

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## *Meeting Minutes – 5 November 2015*

These are the meeting minutes from the Kelley's Corner Steering Committee of the Town of Acton, Massachusetts. The meeting took place on 5 November 2015 in the Land Use Conference Room at the Acton Town Hall.

Present: Andrew Brockway, Eric Solomon, Larry Kenah, Peter Darlow

Not Present: J D Head, Jeff Clymer , Kat Hudson, Margaret Busse

Board of Selectmen: Peter Berry

Planning Department: Robert Hummel, Roland Bartl

### **Meeting Summary**

The meeting was called to order at 7:11 am by Andy Brockway.

### **Committee Business**

Kat Hudson has resigned from the Kelley's Corner Steering Committee. We will miss the hard work and passion that Kat brought to the committee. Andy Brockway is actively seeking a replacement member in Acton 2020 and elsewhere.

In response to the previous KCSC meeting, Peter Berry told the committee that the BoS decided to rescind Article 7 (funding for 25% engineering plan) at Fall Town Meeting.

### **Minutes (1)**

We did not address the minutes from the previous meeting.

### **Public Outreach (2)**

#### **Important Dates**

- 4 February 2016 – Public forum
- Last week in February – Planning Board public hearing and vote
- 4 April 2016 – First night of Spring Town Meeting

#### **Update on Documents**

The Cecil Group promised that the complete plan will be delivered by the end of the week, 6 November or earlier.

Roland Bartl incorporated zoning details decided in the previous KCSC meeting into the zoning article. The most recent draft is being reviewed by Planning Department staff and by Town Counsel's office.

Andy reminded everyone that there would be no pre-release of the plan before the 4 February public forum.

### **Other Public Outreach Materials**

- Acton TV
- Video

Andy Brockway had a dry run at Acton TV. He will visit them again. We plan two Acton TV segments.

- We will create a two-minute "commercial" that will air in January and early February. This segment will invite people to attend the public forum on 4 February.
- We will create a ten-minute segment that will air during February and March. This segment will summarize the key points of the plan and will describe the two articles that will be presented at spring town meeting.

Kat Hudson was the person who was focused on the promotional video. We need to determine how to approach the creation of the video in her absence. Eric Solomon reminded the committee that we "need to do it right" if we create the promotional video.

### **Primary Audiences**

Andy has already met with BoS and FinCom. He will meet with each group again sometime in January.

The KCSC will work closely with Jeff Clymer and the Planning Board on the public hearing and PB vote on proposed zoning changes.

Andy would like to meet with Economic Development Committee. Larry Kenah will arrange a date, likely at the first EDC meeting in December.

### **Other Audiences**

Several additional audiences were added to the list of people that we should contact about the public forum in February and the articles that will be voted on at Spring Town Meeting.

- League of Women Voters
- Senior center
- Various school PTOs
- Acton Community Housing Corporation (ACHC)
- Acton Housing Authority (AHA)

### **Spring Town Meeting Strategy**

We briefly discussed the two articles that will be presented at spring town meeting.

- Both articles need 2/3 vote but for different reasons.
  - Zoning changes always require a 2/3 vote.
  - If the funding request is a bonding issue, it will also require a 2/3 vote. Otherwise, a simple majority is all that is needed.

- The zoning changes include both process changes and dimensional requirements.
  - A master plan site review will be used for large developments.
  - The town is engaged much earlier in the approval process.
  - Different zoning constraints apply to these large projects.
- What night would the articles be brought up?
  - Peter Berry said that it was unlikely that they would be discussed on the first night.
- What would it mean if one article passed and the other failed?

We agreed that the last question needs its own agenda discussion at a future KCSC meeting.

### **Upcoming Meetings**

- Andy Brockway will visit Acton TV again.
- Andy will contact the video people that Kat Hudson was working with.
- Roland Bartl and the Planning Department staff will continue to meet with property owners and business owners.

### **Administrative Updates (3)**

Our next regularly scheduled meeting is in a week, 12 November 2015 at 7:00 am.

The meeting scheduled for the fourth Wednesday in November (the night before Thanksgiving) will almost certainly be cancelled.

We expect that the meeting for the fourth Wednesday in December will also most likely be cancelled.

### **In Closing**

The meeting adjourned at 8:08 am.

These minutes were recorded by Lawrence J Kenah.