



DESIGN REVIEW BOARD (DRB)

Meeting Minutes
December 19, 2024
7:00 PM

Present: Peter Darlow, (Chair), Richard Keleher, Tom Doolittle, Dean Charter (SB Liaison)

Absent: David Honn, Holly Ben-Joseph, Jon Cappetta, (PB Liaison)

1. Opening

Chair, Peter Darlow, opened the meeting at 7::06 pm

2. Regular Business

- A. Citizens' concerns – Comments were opened for special business topics. No comments were made.

3. Special Business

- A. Review Acton 250 Committee Projects

Acton 250 Committee Team attending: Stephen Trimble, Dean Charter

Citizen's attending: None

Bob Davis, a descendant of Isaac Davis is proposing to donate \$40,000 for signage and modifications to the Isaac Davis Town Hall Area and to the Plow and Mural Exhibit. The 250 Committee will also review these proposals with the Historic District Commission. Several exterior sign types and modifications to the Isaac Davis Town Hall Area were proposed:

1) Informational Signs:

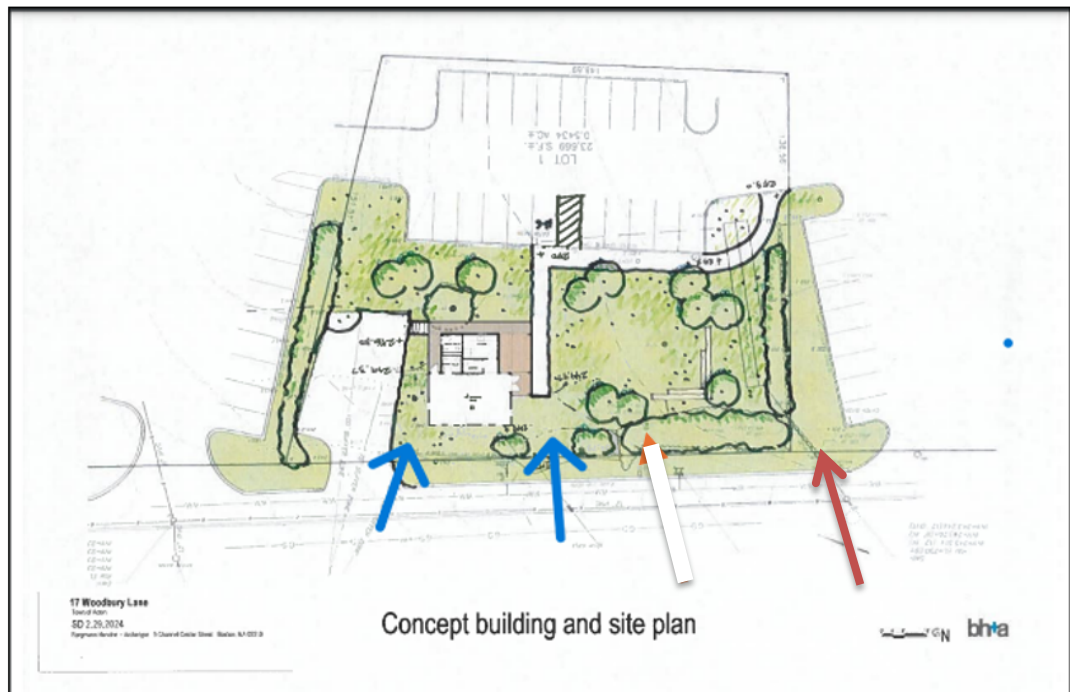
- This would include the large information signs (Type 1) proposed at:
 - a) Horse trough across 27 from Town Hall (or Fire Station).
 - b) Post Office / Rte. 27 intersection Line of March (LOM) #7 of Conant Property.
 - c) BFRT side of Conant acquired property.
 - d) Asa Parlin House Left side near LOM Marker #5.
- As well as the (LOM) smaller signs (Type 2) in Acton.
- Inground installation looks nicer but perhaps needs some pavers or something.
- Will the steel posts last? Should be hot-dip galvanized or stainless steel or aluminum.



2) Sign Type 1 (Larger)

including use of 1960 wooden element.

- DRB suggests that the 1960 wooden sign photo not be included.
- DRB agreed with 45-degree pitch and 30-inch height.
- DRB would like to know material used in actual sign as well as legs from provider.
- Asa Parlin Location for a LOM Type 1 Informational Sign and Minutemen Monument: The DRB asked why not in the monument triangle in front of the Town Hall and what the connection to the Asa Parlin House was. The response was that no one goes to the triangle (there is no place to park, and it is somewhat inaccessible). The DRB strongly suggests communication with the Asa Parlin landscape architect to determine a suitable location and proposed Acton Minuteman Monument. The proposal was to put the LOM sign on the left of the Parlin House and the monument on the right (left 2 lines in blue in photo) and the DRB suggestion was to place them together closer to town hall (red line).



3) Sign Type 2

same style as Type 1 for consistency roughly license plate sized.

- The DRB suggested that the height should be at 2 feet not one foot – high enough to discourage smashing with foot.
- The DRB suggested that 2 posts would be better than 1 for stability and lessen damage.
- The DRB suggested that in front of stone would be better than on side.



4) Exterior Sign Corrosion Resistance

The DRB suggests that the steel framing of exterior signs be either hot-dip galvanized steel or coat all steel with ZRC zinc-rich galvanizing compound prior to inserting into concrete.

5) Isaac Davis Town Hall Area

DRB suggested that there be no attempt to make the room look “historic.”

a) North Bridge Post and Minuteman Statue:

- a. The DRB suggested that use of free-standing matching display stands (bolt down as needed) in front of windows parallel to each other but not in way of the exit.



Sample idea (see above): <https://www.displays2go.com/P-13098/Pedestal-Display-Cases-With-Black-Laminated-Base-Acrylic-Case>

- b. The DRB suggested that the North Bridge post should be displayed by itself.
- c. The DRB suggested that the base match the base of Minuteman Statue.

6) Plow and Mural Exhibit

- a) There may not be enough wall area to support the desired enhancements:
 - o Move current emergency equipment to opposite wall if it need to be on current sign or move this and all-other framed material to opposite side of building.
- b) The DRB suggested using one plaque describing the mural and the plow. It should be in or next to exhibit.
 - o The right scone would need to go (add or move overhead lighting to illuminate).
 - o If inside position on right 3rd up high with 6-to-12-inch posts extending it from the mural (like sign extension next to elevator in entrance) which would require us to pierce the mural in 2 locations). This should not obstruct side panel view.
- c) The DRB suggested that all written information be on one plaque on the wall to the right of the mural and the plow.
- d) Lighting follow up with Town Hall Architect: The DRB noted lighting mentioned recessed lighting in the Plow area over the plow. Peter is not familiar with the light mentioned but would like it to be like the one in link below or similar (ability to manage light amount and direction). (\$349)



<https://www.superiorlighting.com/color-kinetics-ew-cove-qlx-pc-48-in-120v-3000k-90-wide-beam-ul/?srsltid=AfmBOoqdszhAyma7KohwS6uQxx8DPLgyDfnQeAE6-Y6uZjK4YCUE7m5axxw>.

- e) Lighting: The architect proposed colonial style sconce lighting. One DRB member did not like these at all. That person thought that both existing sconces should also go, replaced by recessed lighting.

4. Adjournment

At 8:50 pm, it was moved and seconded to adjourn the meeting.
The motion was approved unanimously.

Respectfully submitted,

Richard Keleher