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**Minutes of Meeting
September 1, 2015
Acton Town Hall
Room 204**

Planning Board members attending: Mr. Jeff Clymer (Chair), Mr. Derrick Chin, Mr. Michael Dube and Mr. Bharat Shah. Also present: Roland Bartl, Planning Director and Planning Board Secretary, Kim Gorman.

Absent: Mr. Ray Yacoubi unable in person but available over the phone for agenda item IV.

Mr. Clymer called the meeting to order at 7:30 PM.

I. Citizens' Concerns

No concerns were raised.

II. Consent Agenda – Draft Minutes of 8/18/15

The minutes of the August 18, 2015 meeting were approved with minor corrections.

III. Reports

DRB:

Mr. Dube reported the Committee had met with a developer regarding a potential future project on Great Road.

EDC:

Mr. Chin reported he had visited the Brookside Shops regarding the issues and conditions for the site to come into compliance with what is written in the special permit per Board of Selectmen, by the 1st of June. At this time, only the trash installers have complied. Future correspondence will be sent to the Brookside Shops property manager regarding the other items.

IV. – Vote Decision - 456 Massachusetts Avenue (Jaime's Way) & 143 Prospect Street (Thomas Drive) Definitive Subdivision

Board members reviewed the draft decision and made minor corrections:

- In the 1st paragraph, remove the word "at" after located.
- In Section 2.12 remove the last sentence "This is highly unusual and extraordinary request".
- In Section 3.2.6 - 1st paragraph remove "suggested on the plan" and replace with "provided on the plan"
- In Section 3.2.6 - 4th paragraph put parentheses around (or two) and add the word "privacy" before fence.

Mr. Dube moved to approve the decision as amended for 456 Massachusetts Avenue (Jaime's Way) & 143 Prospect Street (Thomas Drive) Definitive Subdivision, Mr. Chin 2nd; all in favor.

Other Business

1. Review/Input of Site Plan Special Permit Study Committee

The Board reviewed and discussed the study committee roles and would contact the Board of Selectmen for further clarification regarding committee duties and the Fall Town Meeting.

2. Administrative Update

Mr. Bartl updated the construction information starting on the Bruce Freeman Rail Trail and the easement agreements.

Mr. Bartl discussed the Kelley's Corner Plan Release has been pulled back and the zoning amendments will not be brought to the Fall Town Meeting.

Mr. Bartl stated staff has met with developers regarding the Kmart site.

The Board decided to cancel the September 15, 2015 meeting.

The meeting was adjourned at about 8: 20 PM.

Respectfully Submitted,
Kim Gorman
Planning Board Secretary