

Kelley's Corner Steering Committee

Meeting Minutes – 22 December 2015

These are the meeting minutes from the Kelley's Corner Steering Committee of the Town of Acton, Massachusetts. The meeting took place on 22 December 2015 in the Land Use Conference Room (Room 9) at the Acton Town Hall.

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

Not Present: J D Head, Jeff Clymer

Board of
Selectmen:

Planning Department: Kristen Guichard, Robert Hummel, Roland Bartl

John Sonner from Acton 2020 also attended the meeting.

Meeting Summary

The meeting was called to order at 7:13 am by Andy Brockway.

Minutes (1)

The meeting minutes from 30 November 2015 were approved with four clarifying changes.

Public Outreach (2)

Important Dates

- 4 February 2016 – Public forum
- 24 February – Planning Board public hearing and vote
 - Note that this date has been confirmed.
- 4 April 2016 – First night of Spring Town Meeting

Video

Margaret Busse gave a brief update on the promotional video.

The script exists in draft form. Margaret and JD have been working on the video. They will send what exists to the rest of the committee. The contents are straightforward.

- The video reinforces the key four points that we have always stressed for the video.
- It invites people to attend the 4 February public forum.

Two people are helping with the production (rendering the street views).

Letter to Neighbors

Andy has cleaned up and simplified the letter to the Kelley's Corner neighbors. We will send the letter some time during the first week of January.

Constant Contact

Patricia McKnight (Acton 2020) can help. The use of this tool (an email distribution list) is similar to the letter but to a wider audience.

On a related note, We will use Acton TV to spread the message, even before the video is available.

- We will deliver a “save the date” message in the first week of January.
- We will post the video as soon as it is available.
- We will send a meeting reminder before the 4 February public forum.

Review of Draft Plan (3)

There is a meeting with Lynn Horsky tomorrow afternoon (23 December). The work on the plan should be complete by the middle of January.

Scheduling (4)

Boards and Committees

Andy met with the Board of Selectmen the night before this meeting (21 December). Peter Berry described his committee's discussions about whether the Planning Board or the BoS reviews the master plan. The BoS supports the overall results of the Kelley's Corner Improvement Initiative. Steve Ledoux has included the entire \$750k for the 100% engineering plan in his budget.

Andy will meet with the Finance Committee on 12 January. He will also attend the 21 January EDC meeting.

Margaret will organize meetings with the various PTSOs.

Who will meet with the School Committee? At what meeting?

Planning Board

The date for the Planning Board public meeting is 24 February. The Planning Department (Roland et al.) will brief the Planning Board before that meeting.

Key Individuals

There was a brief conversation about inviting key members of the community to a KCSC meeting, perhaps late in January.

- Is a meeting preferable to one-on-one conversations?
- Should the committee write an article for Acton Forum?

The committee should present to League of Women Voters after the 4 February public forum in preparation for town meeting.

Administrative Updates (5)

Zoning Draft

Roland provided a brief update on the draft changes to zoning.

- More graphics to illustrate meaning of various dimensions
- Process chart
- Additional discretionary requirements

In the conversation that followed, we noted some conflicts between wetlands and buildings. We do not want to create unnecessary issues between zoning and conservation.

FAQ

A few weeks ago, Larry Kenah suggested that we should create a list of frequently asked questions (FAQ) and responses to deal with issues that are likely to come up, perhaps at the public forum but more likely at spring town meeting. Andy Brockway resurrected this idea and a few questions immediately followed.

- We do not need more housing. How many additional students will be added with proposed mixed-use development?
- What does the town get for \$750k?
 - This is a 100% engineering plan for the proposed infrastructure improvements.
 - There is a risk that there will be no money available to actually make the changes.
- The proposed cost of the infrastructure improvements is in the range of \$9M to \$12M. What is covered by this money? What is not covered?
 - This cost estimate includes all construction costs.
 - An unknown but perhaps significant component not included in this amount is the cost of any land acquisition associated with right-of-way or road expansion.

Future KCSC Meetings

Kim Gorman (Planning Department) will contact committee members to find meeting dates for January.

In Closing

The meeting adjourned at 8:27 am.

These minutes were recorded by Lawrence J Kenah.