

R E C E I V E D  
AUG 15 2013

## Acton 2020 Implementation Committee

### Minutes

0 7/31/13 7:30 p m - A c t o n Town Hall Room 204

TOWN CLERK, ACTON

### Attendees:

**Liaisons:** Marion Maxwell, John Sonner (Board of Selectman)

**Members:** Andy Brockway, Bruce Forman, Vickie Wallin Forman, Eric Solomon, Kat Hudson, Bonnie Nothern

**Staff:** Kristen Domurad-Guichard, Roland Bartl

### ACTION ITEMS

1. Roland: Continue updating RFP
2. Kristen: Check on schedule for open meeting law training
3. All: Continue follow-ups with farmed out items

### NOTES

Minutes approved as amended. All in favor.

Bruce designated to be secretary for meeting minutes.

#### I. Review comments on RFP

Have received no feedback from any other committees, except from the Economic Development Committee. The Acton 2020 Committee took the comments under consideration, but felt confident in the decision as drafted. Consultants can see very clearly the infrastructure in place and the existing zoning, both of which do not match with Acton 2020 goals. Providing specifics about desired zoning changes would be premature because this must come out of public planning process. Not looking for consultant to validate. This is why the RFP doesn't specify specifics about zoning requirements. Dollar value is public record so to be cagey about it is not worthwhile. Also without dollar values, then selection would not be reasonable. Looking for what can you deliver for the price. Roland will look again and proofread to make sure that all information available is listed including the 1975 study. Kat suggests having detail around what the each link/document refers to. Ask consultant in proposal to propose project sequence. Timeline for moving forward -- will be distributed as soon as it's ready. At least 6 weeks for proposal submission deadline.

## **II. Zoning Review**

Roland provided a brief history and review of the origins of zoning laws and requirements for public forum for proposed changes. All requested to bring copies of zoning documents to next meeting.

## **III. Review of Open Meeting Law**

John provided a review of Open Meeting Law: everyone has to go to open meeting law training. Kristen to send email to Eva to ask for schedule for open meeting law training. Idea is that we can talk among ourselves, but can't deliberate about material items within a quorum, except in a public meeting. Don't discuss things of substance via email.

## **IV. Acton 2020 Committee Meetings Structure**

To be discussed at August meeting.

## **V. Administrative Updates**

Tracking farm out action items; begin discussion with farmed out items, technical assistance panel (TAP) update: add farm out and core items for next agenda. Eric and Kat will discuss website. Kat would like to add article to Beacon to announce partnership with ULI. Add outreach to next agenda. Concept of community center initiative discussed.

Meeting adjourned