



WATER RESOURCES ADVISORY COMMITTEE

Meeting Minutes
February 6, 2025
7:30 PM
Virtual Meeting

Present: Barry Rosen, Ron Parenti, Mike Geis, Joe Robb, and Dave Boccuti

Chairperson: Joe Robb

Clerk: Ron Parenti

Others in Attendance: Alissa Nicol (Select Board Liaison) and Kim Kastens

1. Opening

WRAC chair Joe Robb opened the meeting at 7:35 PM.

2. Regular Business

- A. Stormwater Study Outreach Readiness Discussion – This meeting was scheduled to reach a consensus about the Committee’s ability to hold a public outreach meeting in mid to late April. To prepare for this discussion Mike Geis spoke with Kim Gorman about available dates for Room 204 in Town Hall during the month of April, and found that the room is currently available for an evening meeting on April 3, 9, 10, 17, 23, 24, 29, and 30. Alternative meeting areas include the Public Safety Building, the first-floor library conference room, and the Senior Center.

The set of tasks that need to be completed to stage a successful outreach event fall into two general categories: 1) the Committee’s ability to prepare presentation slides and poster boards that explains the Town’s concerns about the stormwater system and its recommendations for addressing those concerns, and 2) the Committee’s ability to address the logistics of organizing a large public gathering. The completion of these tasks will be challenging, since the WRAC has just begun its investigation of the stormwater management options. The main points of the readiness discussion are summarized as follows.

- **Feasibility Study Status and Presentation Readiness** – At the previous meeting Committee members agreed that the investigations relating to report sections 1 through 5 would need to be completed prior to the outreach event. A first draft of Section 1 (introduction) and Section 2 (infrastructure description) has been completed. Work on Sections 3 through 5, which lays the groundwork for the stormwater management and funding options, is in progress. It was agreed that it will be necessary to develop presentation charts that summarize the Committee’s findings relating to Sections 1-5, but that it would not be necessary to complete the report text prior to the outreach meeting. A question was raised about the need to have the Committee’s presentation charts approved by the Select Board, but Alissa Nicol indicated that a formal review of this material was probably unnecessary.



- Meeting Organization Readiness – Since most of the WRAC members have had only limited experience with outreach meeting planning, the discussion was primarily centered on questions relating the mechanics of this process. The following issues were discussed.
 - Meeting notification – A wide range of notification methods were discussed, including physical mail, email using the Town’s mail list, the distribution of printed announcements containing a QR code, and a story published in the Acton Exchange. It’s likely that multiple methods will be used to notify the public of the outreach meeting, but a final decision was not reached.
 - Presentation material preparation – Presentation viewgraphs can be generated by Committee members, but the creation of poster boards will need the assistance of Town staff. Nicol indicated that Town staff would be able to assist with that task.
 - Meeting size – Rosen suggested that there may be a need to limit the number of attendees and that it might be necessary to schedule multiple outreach meetings. A request for an RSVP could be included in the event notification.
 - Food for attendees – It has been noted that the promise of food at an outreach event can significantly improve the response. This was done at the heat pump information event held in December. Members agreed that refreshments should be provided, but the details will be decided at a later time.
 - Funding for printing presentation materials and providing food for attendees – Nicol suggested that the money needed for announcements, poster boards, and refreshments could be made available without a formal funding request from the Committee.
- Outreach Meeting Scheduling Decision -- Alissa Nicol strongly advocated for an outreach meeting in April, but Committee members Robb and Parenti voiced their concern about the WRAC’s ability to meet that deadline. The constraints on the meeting date are that it must be held either before the 5 May Town Meeting, or after Town Meeting but before school vacation. It was noted that if the meeting were to be scheduled for late May, the outreach event could be advertised through handouts provided at Town Meeting. Mike Geis was then asked to inquire about the availability of Room 204 from mid-May through early June. No clear consensus was reached regarding the scheduling of the outreach event in April, so Committee members agreed to revisit the topic at its next meeting on 20 February. Since the design of the poster boards that will be displayed at the outreach event is one of the more critical tasks that the Committee will need to complete, members agreed to submit draft designs for review on the 20th.

B. Any Other New Business – None.

3. Adjournment



At the prior meeting the Committee agreed to hold its next meeting on 20 February 2025 at 7pm. A motion to adjourn the meeting was made by Barry Rosen and seconded by Mike Geis. This motion was unanimously approved by the members present, Barry Rosen, Ron Parenti, Mike Geis, and Joe Robb, at 9:00 pm.

Meeting Chat File

19:57:48 From Kim Kastens to Host and panelists:

Here is a write up, on the Green Acton website, about the 2018 WRAC-organized Acton Water Workshop: <https://greenacton.org/2018/09/24/what-happened-at-the-acton-water-workshop/>