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**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF MAY 21, 2014 MEETING**

7:30 p.m.  
Room 126, Town Hall

**Present:** Holly Ben-Joseph (Chair), David Honn, Kim Montella  
The meeting was called to order at 7:35 pm.

1. We reviewed and approved the meeting minutes from April 16, 2014.

Action Item: Peter Darlow will email approved minutes to the town.

2. We discussed our meeting notes from the review of the new development at Avalon in North Acton.

Action Item: David Honn will write the Review memo. Holly Ben-Joseph will email David an example of a review memo format and submit the finalized memo to the Town Boards and the Proponents.

The meeting adjourned at 8:00 pm.

**NEXT COMMITTEE MEETING:** Wednesday, June 4, 2014  
Acton Town Hall, Rm. 126, 7:30 p.m.

Respectfully Submitted by: Holly Ben-Joseph