

EDC Minutes – 3 December 2015

These are the meeting minutes from the Economic Development Committee (EDC) of the Town of Acton, Massachusetts. The meeting took place on 3 December 2015 at the Acton Town Hall in Conference Room 204.

The meeting was called to order at 7:33 by David Foley.

Present: Allan Gulliver, David Foley, Derrick Chin, Josh Fischel, Larry Kenah, Nancy Dinkel

Not present: Ann Chang, Bharat Shah, Chingsung Chang, Dick Calandrella, Doug Tindal

Meeting Summary

Public Participation (1)

There was no public participation.

Meeting Minutes (2)

The minutes as posted contained an incorrect date for the previous EDC meeting. A motion to correct the date was moved, seconded, and unanimously approved.

Following this motion, the minutes from the EDC meeting that took place on 19 November 2015 were approved with two minor changes.

We noted that there are additional meeting minutes that have not yet been approved. At this meeting, we chose not to modify the agenda to include meeting minutes from 15 October 2015.

Board of Selectmen Report (3)

Chingsung Chang was not present so there was no BoS report.

5 Strawberry Hill Road, Rapsallion (4)

There was nothing new to report on this special permit request.

252 – 25 Main Street, 110 Grille (5)

Derrick Chin provided some details about the 110 Grille development, being proposed by Walker Realty.

- There seems to be two separate initiatives within Stop & Shop. One is focused on this particular parcel of land and the 110 Grille proposal. The other is looking at the entire Kmart site and how this specific development might affect the larger plans.
- Did anyone reach out to Walker?

Re-Organization of the EDC (6)

There are two specific issues that fall under this general topic.

- There are errors and inconsistencies in the list of EDC members that appears on the town Web site (<http://www.acton-ma.gov/index.aspx?NID=96>.)
- The term expirations should be spread evenly across three years. But the official list and the town Web site show that 8 of 11 terms expire on 30 June 2017.

Larry Kenah drafted two notes and sought committee approval to send these notes.

- The first note, addressed to the clerk, would request that the errors simply be corrected.
- The second note would request that Chingsung Chang ask that the BoS approve a revised set of term expirations spread evenly across 2016, 2017, and 2018.

Both requests were approved.

Following the meeting, the town clerk advised us that even the small corrections require BoS approval so both issues are now in Chingsung's hands, waiting for him to bring the requests to the BoS.

Land Use/Economic Development Director (7)

There was nothing to report at this time.

Ease of Doing Business (8)

There were two short conversations related to this topic.

Nancy Dinkel mentioned a report of poor service from one of the town departments. There was no additional information to provide any follow-up activity.

Derrick Chin mentioned that Lou Levine, attorney for the property owner of Brookside Shops, scheduled to meet with the Planning Board and then cancelled the meeting. Derrick thinks that promised changes (cameras, etc) have not been met. Derrick indicated that the Planning Board position is unchanged. There will be no zoning changes brought to town meeting until the promised changes have been completed.

Acton 2020 Update (9)

Larry Kenah provided an update on the Kelley's Corner Steering Committee (KCSC).

Important Dates

- 4 February 2016 – Public forum
- Last week in February – Planning Board public hearing and vote
- 4 April 2016 – First night of Spring Town Meeting

Plan

- All sections of the plan have been received by the committee.
- We have not yet received the final draft of Design Guidelines.
- Members of the planning Department are making content changes to each section of the plan.
- We have engaged Lynn Horsky to create the final plan. Lynn previously worked on the Open Space and Recreation Plan document.

Public Outreach

Andy Brockway and other committee members will meet with boards, committees, and other groups to describe the plan and solicit support.

- Attend public forum on 4 February 2016
- Support the proposed changes (zoning, funding) at Spring Town Meeting

Meet with EDC

Andy would like to meet with the EDC at one of its January meetings to present the plan and proposed changes.

Discussion

Derrick Chin reported on a recent meeting of the so-called Peter Berry committee, assigned to determine whether approval for master plan site permits will be completed by the Planning Board or the BoS. Andy Brockway, chair of KCSC, visited this committee and presented an overview of proposed zoning changes. Derrick concluded that the master plan process will be more rigorous and will require more detail. Larry Kenah pointed out that the town will be involved earlier in the process, before many components of the plan have solidified, allowing even major changes to be realized.

EDC Mission and Goals (10)

We had hoped to take the next steps in completing the list of proposed EDC projects but felt that too many people were missing from the meeting. To that end, David Foley, acting chair, will send the list of proposed projects to each member and ask that each person, before the next meeting, put the list into priority order.

To be specific, each person will submit a list of projects in the same order and assign a number from 1 (most important) to 8 (least important) to the list. Here is a sample ballot with the projects listed in canonical order. The priority numbers are randomly generated.

Project Name	Priority
Vision and Roadmap for EDC	7
Sewers in West Acton	5
EDC Home Page on Town Web Site	4
Tourism and Events	6
Transportation and Parking	1
Revitalize Areas That Need Help	3
Ease of Doing Business	8
Marketing Survey	2

We realized that this project selection phase has gone on for too long and concluded “Let’s get this <very mild expletive beginning with “d”> thing done.”

Marketing Survey (11)

There was no update to this topic.

In Closing

Upcoming Meetings (12)

The next EDC meeting is scheduled for 17 December 2015. Larry Kenah reminded everyone that he will be out of town for that meeting.

Adjourn

The meeting adjourned at 9:30 pm.

These minutes were recorded by Lawrence J Kenah, EDC Clerk.