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TOWN CLERK BOARD OF SELECTMEN AND SEWER COMMISSIONER'S SPECIAL MEETING
ACTON

April 24, 2017

Francis Faulkner Room 204

Regular Meeting 7:00 PM

To view the full meeting, please [click here](#)

Present: Janet K. Adachi, Katie Green, Chingsung Chang, Joan Gardner, Town Manager Steve Ledoux, and Lisa Tomyl, Recording Secretary

Absent: Peter J. Berry

Citizen Concerns

Franny Osman, Half Moon Hill – encourage BOS to get appraisal done for 4 Piper Lane back lot. Open space just voted to have it done. Mental Health Event COD organized NAMI on May 8th at 6:30 – 8:00 PM at AML.

Kim Kastens, 290 Polk Road – sorry to see Concord appealed the decision of the Concord Water Treatment Plant. BOS put a lot of effort and care towards the decisions. Representing group that created the warrant articles for Town Meeting. Ms. Kastens provided a written statement and power point printout included at the end of the minutes.

Chairman Update/Operational Update

Ms. Adachi – - 2017 annual Isaac Davis Camporee: This past weekend, Sat-Sun, 4/22-4/23. Boy Scouts from area set up camp on Sat at School Street playing fields; on Sunday, retraced 7-mile Minutemen march from Isaac Davis home along ID trail, up Strawberry Hill Rd to North Bridge in Concord. Very large group of scouts, parents and others passed by my house just before 8 am Sunday.

2017 annual Acton Cleanup: Started Saturday, 4/22, and for first time runs all week thru 4/29. Also for first time, Green Acton teaming up with Acton Chinese American Civic Society, in addition to Town.

Participants may use own trash bags or pick up bags at Library (students may pick up bags at AB schools). Drop off full bags at various Acton recreational areas during week or on final day, Sat, 4/29, 10-2, in front of Library or Jones Tavern. More info is on Town website. Or go to actoncleanup.herokuapp.com, register online and use interactive map to "claim" locations needing cleanup.

Kelley's Corner infrastructure improvements: Are on draft Boston Region MPO TIP list for 2018-2022, for funding in 2022. Kudos to Planning Department among others for their efforts in getting project onto TIP list. Some background about Boston Metropolitan Planning Organization: coordinates metropolitan transportation-planning process in Boston area, including allocation of federal/state funding to projects that further long-range plan. Transportation Improvement Program encompasses 5-

year, prioritized, ever-changing array of transportation-related projects proposed for federal/state funding. Selectmen will need to submit statement of support and appreciation for project's continued inclusion of on the draft and ultimately final list.

- Rail trails: More updates from Planning Department, which I met with last week.

1) Rail trails continue to move forward. Assabet River RT 2 months ahead of schedule, Bruce Freeman RT slightly behind.

2) Bike-sharing program: Just starting to explore possibility of bike-sharing program with Town of Maynard, with initial bike stations possibly at train station, West Acton Village and in Maynard at Mill & Main and downtown.

Mr. Ledoux – Jim Cogan has been appointed as Deputy Police Chief. Going out to bid for electric aggregation. Health Insurance Working Group is working together again talking about health insurance for FY 19-20 for unions. Met with Mass WellSpring – looking at the property at 18 Powdermill Road and renovating the building and moving in in July. They have to grow their product from seeds so will not be selling product

Public Hearings

Board Reorganization - Ms. Green nominated Ms. Adachi as Chair, Ms. Adachi nominated Ms. Green for Vice Chair, Ms. Adachi nominated Ms. Gardner for Clerk. All Ayes.

Class II Internet Only, Non-Display Auto Dealer License Jet Black, LLC – Daniel Porazzo represented Jet Black, LLC. Is looking to hold an office only – no vehicles on property. Any cars he purchases will be stored at other dealers. Ms. Green move to approve class II internet only dealers office, Mr. Chang seconds. All Ayes.

Site Plan Special Permit #03/17/2017 – 464, 100 Nagog Park, Insulet Corporation – Ms. Adachi read the public hearing notice. Representing Insulet was Wayne Belek from Waterman Designs. Mr. Belek gave a presentation explaining the property and the Site Plan build out and parking design they wish to construct. A whole overview of all components of the site plan special permit, water, wastewater, water runoff, fencing was discussed and explained. The site would be running on municipal water and sewer. Looking for relief from parking regulation for flexible parking on site of the parking zoning regulations for less parking.

Mr. Chang was the SPSP liaison and had all his questions answered during staff meeting. Ms. Gardner inquired about how many parking spaces are required vs. what is planned. There are 818 spaces but only 712 planned. There are approximately 800 employees, but they are divided in 3 shifts. Most would be in the first shift and the number of employees in the following shifts will diminish. Ms. Green

inquired about the fence or wall abutting Avalon. Mr. stated it would be similar to their wall and a combination of both.

Ms. Green inquired with lack of windows, Mr. Chris Ladd from CI design and architect for plan stated that it is mostly IT sensitive. There will be glazing along the façade that abuts Avalon.

Robert Boran 2 Wright Terrace – concerned about the ramp and the practicality with the number of loops and the LED lights, and that having the lights in the parking lot on all night will make the neighbors furious.

Terra Friedrichs, West Acton – suggested if people have to go up the ramp in a wheelchair they should have enough handicapped parking by delivery so that people can go directly into an elevator.

Mary Rolands, Avalon Drive – resident at Avalon and inquiring about the noise pollution with deliveries and concerned about a neighbor approx. 100 ft from building and construction – wanted to know when the construction would begin and the hours of deliveries, and how many shifts will there be (at the facility) and what are the days of operation (of the facility).

John Narcum from Insulet stated that the schedule starts at 6:30 AM with no truck deliveries past 8:00 PM – the trucks are primarily box size trucks. Employee shifts are split into 3 shift with the first shift at 6:00 AM to not interfere with school bus traffic. Corporate employees work from 8:00 AM – 5:00 PM. Second shift is 3:00 PM – 11:00 PM and third shift is mainly assembly only (no noise). Operations take place 6 days a week with 1 day for maintenance of the facility.

Lou Levine, PC – construction would be the standard 7:00 AM – 5:00 PM, the LED lighting is in compliance with the lighting bylaw.

Lindsay Onuska, Split Rock – questioned about the HVAC unit location

Janet Bramhall, Quarry Road – concerned about traffic, lighting about her backyard, and illuminated parking lights 24/7 and amount of employees coming and going at each shift.

Franny Osman, Half Moon Hill – mentioned driverless cars will be in use in 15-20 years so parking won't be much of an issue in the future, suggested company invest into working with Cross Town Connect.

Robert Baran, 2 Wright Hill Terrace – thinks putting fencing or hedges with the capital the company brings in is not within the company's capability.

Ms. Green recommended to include comments from Engineering, Planning related to parking, bike racks, possible construction of a sidewalk or sidewalk fund contributions, changing a fence to a wall (abutting Avalon), and adding conditions to providing screening to the back of the parking lot. Ms. Adachi added conditions of standard construction, delivery options, and possible parking (underground).

Mr. Lou Levine suggested continuing the hearing to a later date to discuss deliberations and conditions to the Board. Mr. Chang moved to continue the hearing to May 15, 2017 at 7:00 PM, Ms. Green seconded. All Ayes.

Traffic Rules and Order Amendments DPW director and Town Engineer Corey York presented the proposed traffic rules and amendments. Ms. Green moved to approve the proposed Traffic Rules and Order Amendments as presented, Ms. Gardner seconded. All Ayes

Sidewalk Easements – The parking restrictions for Capt Brown Lane and Capt Forbush Lane were tabled for further discussion with the neighborhood association. Ms. Green moved to approve the Sidewalk Easements as proposed, Mr. Chang seconded. All Ayes

Selectmen Business

53 River Street Master Plan Special Committee – Matthew Selby, Land Use Director, suggested to add members with specialties in wetlands restoration, horticulture, and riparian ecology. The charge will be updated and sent back to the Board for final approval at a later meeting.

Consent Agenda

Ms. Adachi held item 14. Refund amount request from the Building Department was for whole amount.

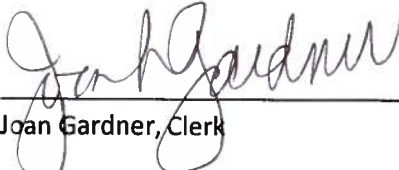
Ms. Green moved to approve consent items, Mr. Chang seconded. All Ayes

Mr. Chang moved to adjourn, Ms. Green seconded. All Ayes. Meeting adjourned at 9:45 PM

Respectfully Submitted,



Lisa Tomyl, Recording Secretary



Joan Gardner, Clerk