ACTON PLANNING BOARD PUBLIC MEETING

DATE: September 20, 2012

ROLL CALL: Meeting began at 7:00 pm

Members present: Chip Venell – Chairman
Thomas Cashin – Vice Chairman
Yoli Gallagher
Robert Smith – Alternate
Gavin Maloney – Alternate

Members absent: Arthur Kelly
Jessica Donnell

Also present: Linda Capristo and Brenda Charland, Recording Secretary; Sophia Crockett, Video Recorder

MINUTES: Motioned by Ms. Gallagher, seconded by Mr. Cashin to accept the September 6 , 2012 minutes as written – passed unanimously.

NEW BUSINESS: None

UNFINISHED BUSINESS:

1. **Conditional Use Application, LinePro Land Surveying:**   request a site plan including parking, a copy of the Fire Marshall's report and the septic design for the Board's review prior to the Hearing Scheduled for October 4, 2012, if possible. Also request that both the Applicant and the Property Owner be present at the Hearing.

2. **Review Proposed Stormwater Management Ordinance Draft:** Mr. Lockman's proposed modifications to the original proposal based on discussion from the September 6, 2012 Planning Board Meeting:
   a. 5.15.5 b. – inclusion of parking areas for vehicles in impervious surface limitations
   b. 5.25 (4) a. – address continued maintenance
   c. 5.25 (4) b. – include the three zones affected

Discussion: Consensus of the Board was to include the modification as submitted.   There was considerable discussion around the definition of "parking space".

Action Items:
- Work with Mr. Paul on how continued maintenance of approved systems could be ensured (some kind of tickler notification).
- Address performance bonds – how the town will obtain and track system plans; will plans be recorded at the York County Registry of Deeds; how the town will enforce upkeep; how penalties will be levied when compliance fails, etc.
- Request clarification from Linda Shier of how the watershed surveys of Great East and Wilson Lakes correlates to phosphorous loading relating to those sites (residences vs roads).

ADJOURNED – 7:40 pm   **Approved 10/4/2012**