

ACTON PLANNING BOARD

Meeting Minutes

DATE: November 15, 2012

ROLL CALL:

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

Also present: Ken Paul, CEO; Virginia Deboer, Video Recorder

1. **November 1, 2012 Minutes:** Motion made by Mr. Maloney, seconded by Mr. Smith, to accept the minutes of the meeting of 11/1/2012 as written. Motion passed unanimously.
2. **New Business:** none
3. **Old Business:** Storm Water Ordinance – Proceeding with developing an ordinance, points discussed:
 - Definition of “parking area” will correspond with the definition in the Zoning Ordinance for parking space: *“A minimum area of two hundred (200) square feet, exclusive of drives, aisles, or entrances, fully accessible for the storage or parking of vehicles”;*
 - The table of Watershed areas with Phosphorous Standards (page 6 of the proposed ordinance submitted on 9/13/2012): will it become necessary to update those standards periodically; can a reference be made to the source of those figures or simply a disclaimer statement that these figures are current as of 9/2012. Consensus was that a note that those numbers are subject to DEP update be added to the explanation;
 - Requirement that the applicant provide for continued maintenance included in the LID plan; and providing performance guarantees as outlined in 6.6.4.9.2;
 - The threshold that requires an LID system;
 - The level of expertise required to devise a plan (should be considered under 5.25-4);
 - Funding the initial inspection at installation and maintenance inspection

Action items:

- Need a provision to allow the Code Enforcement Officer to enter the site to determine maintenance of the system
- Clarification from Jon Lockman:
 - 5.8 (1) and 5.25 (4) regarding requirements and exemptions:
 - the level of project that triggers the LID requirement and the scope of the system that ensures erosion control. Should various levels be identified allowing for different levels of design/maintenance;
 - Direction on how to enforce maintenance;
 - Should Best Practical Location projects be included (possibly in 5.25 (4));
- Ms. Donnell to contact local landscaping companies to determine what the cost would be of the construction and maintenance of various LIDs that might be used in residential, single-family projects. .

1. **Other Business:** None
2. **Adjournment:** The meeting adjourned at 8:40 p.m.

Approved December 6, 2012