

**ACTON PLANNING BOARD**  
**Meeting Minutes**

**DATE:** March 7, 2013 (approved March 21, 2013)

**ROLL CALL:**

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

Members absent: Tom Cashin – Vice Chairman (excused)  
Arthur Kelly  
Jessica Donnell

Also present: Ed Walsh, Selectman; Ken Paul, CEO; Brenda Charland, Recording Secretary;  
Virginia DeBoer, Video Recorder

1. **February 21, 2013 Minutes:** Motion made by Ms. Gallagher; seconded by Mr. Smith to accept the minutes with the correction of the date. The minutes were accepted unanimously.
2. **Old Business:** Storm Water Management - The Board members reviewed the email from Linda Schier and will discuss the comments at the next meeting after review. Ms. Shier has accepted the Board's invitation to attend the Public Hearing scheduled for May 2, 2013.

There was discussion on how the phosphorus load is calculated.

**Action Item:** locate the DEP method of phosphorus load calculation in Region 5.

**Countryside Estates Subdivision By-law Amendments: Map 253 Lot 010:** Consensus of the Board Members was that as long as all amendments to the by-laws of the Association are in compliance with the Town of Acton Ordinance, changes can be made as outlined in the by-laws.

3. **New Business: Best Practical Location Application, Debra Richello, 1010 West Shore Drive –** after reviewing the application and upon the recommendation of the Code Enforcement Officer, Ms. Gallagher made the motion to approve the Best Practical Location Application to remove the damaged building (10 feet from sideline); construct a new building (35 feet from the sideline); relocate the septic tank; remove the retaining wall; revegetate the area of the original building and retaining wall. The motion was seconded by Mr. Smith. The motion passed unanimously.
4. **Adjournment:** The meeting adjourned at 7:40 p.m.