

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

**DATE:** August 15, 2013 (approved 9/5/2013)

**ROLL CALL:**

Members present: Chip Venell – Chairman  
Yoli Gallagher  
Arthur Kelly  
Robert Smith – Alternate

Members absent: Tom Cashin – Vice Chairman (excused)  
Gavin Maloney – Alternate (excused)  
Jessica Donnell

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

The meeting was called to order by the Chairman at 7:03 p.m.

1. **August 1, 2013 Minutes:** Motion made by Mr. Smith, seconded by Ms. Gallagher, to accept the minutes as written. The motion passed unanimously.

2. **New Business:**

Best Practical Location applications:

- **Richard Foley, 50 Foley Way, Map 113, Lot 061** – applying to replace a 4' x 4' outhouse with a 8' x 10' storage shed 70' from the water. The Code Enforcement Office stated that it would be less than 50' from the center of Foley Way so the application requires Planning Board review.

Motion made by Mr. Smith, seconded by Ms. Gallagher to approve the application with the condition that the applicant install dripline trenches around the structure. The motion passed unanimously.

- **Renee Hembrough / Kent Haake, 39 Avenue B, Map 146, Lot 003** – applying to construct a full poured foundation under the existing structure and a 12.5' x 22' addition on the road-side of the building to be used as storage. The Code Enforcement Office stated that a new septic system will be installed and explained that the project falls within the allowed 30% expansion.

Motion made by Mr. Kelly, seconded by Ms. Gallagher to approve the application with the condition that the applicant consult with York County Soil and Water to assist in devising a storm water mitigation plan.

3. **Old Business:** No old business to consider.

4. **Adjournment:**

The meeting adjourned at 8:12 p.m.