

January 23, 2004

**DRB MEMORANDUM #2004-04**

MEMO TO: Bonnie Weeks, Bldg. Comm.  
Christine Brestrup, Assoc. Planner  
FROM: Jonathan Tucker, Senior Planner  
SUBJECT: DRB Recommendations of November 25, 2003

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The Tuesday, November 25, 2003 meeting of the Design Review Board began at 7:34 p.m. in the Town Room, Town Hall, in the absence of a quorum. Members Erica Gees and David Dillon were present, along with Senior Planner Jonathan Tucker. The members present made the following recommendations and took the following actions to be reviewed and ratified or amended by the full Board at a later date.

The members turned to Old Business.

Kendrick Park – *Committee* - Potential representatives to the proposed committee from various Town boards and committees were identified. It was agreed that the seventh member would be a representative of LSSE. Mr. Tucker reported that the Select Board was waiting on a Town Counsel opinion concerning the legalities of the Ward house before scheduling another meeting with the DRB.

*Education forum on parks* – It was suggested that the forum begin with a walkabout of the future park site to acquaint forum participants with the potentials and limitations of the property, then adjourn to an indoor facility for the forum itself. Mr. Dillon said the DRB needed to provide relevant examples of modern parks from the region. Ms. Gees suggested boards with images for this purpose. Mr. Dillon agreed, saying that photos and models worked better than plans. He said the forum needed to be an event, to attract and keep participants. Mr. Tucker suggested food and drink, as well as a compelling 'draw' as part of the presentation(s).

Ms. Gees suggested having the forum participants break up into smaller subgroups to do work. Mr. Dillon said that kind of workshop/charrette process should instead be part of the park program phase, which would follow quickly after the forum. The Committee would need to enlist the Amherst Bulletin to talk about the process once it got started. There was discussion of the timing of the process.

Town Meeting – The Board members reviewed the result of the Fall Town Meeting.

The members turned to New Business.

Pomeroy Village – Mr. Tucker relayed a request from the Town Manager that the Design Review Board be the lead town board in carrying forward this village center's streetscape design process. The Board members present agreed to take on that responsibility, contingent on the approval of the other DRB members not present. Ms. Gees said the DRB needed to help change peoples' perception of the scale of this area from being a state highway to being a village center.

Mr. Larry Kelley reported on his contacts with state legislators, asking them to help speed up the slow-moving MassHighway approval process for Town installation of the temporary traffic control lights. He urged the Board to maintain its focus on the traffic lights as the first priority for this area. Mr. Walter Wolnik, representing the Public Transportation Committee, offered his views on the project.

West Cemetery Improvements – The Board members present reviewed and approved progress designs for new signs and lighting for West Cemetery. Ms. Gees stressed the importance of the North Pleasant Street sidewalk sign.

Next Meeting – The next meeting was set for December 9, 2003.

The meeting ended at 9:15 p.m.