



53 RIVER STREET MASTER PLAN COMMITTEE

MEETING MINUTES
OCTOBER 6, 2020
7:00 PM
Virtual Meeting

Present: David Martin, Stephanie Krantz, Peter Hocknell, Lou York, Bill Alesbury, Ilana Liebert, Bill Klauer, Don Boyle, Matthew 'Selby' (Staff).

Absent: None.

1. Opening

David Martin called the meeting to order at 7:03 PM via a virtual meeting with no committee members in physical attendance and broadcasted via Zoom.us virtual meeting platform.

2. Regular Business

- A. A quorum is present.
- B. Citizens' Concerns – none.
- C. Approval of the minutes from the 18 August 2020 committee meeting, including corrections from Lou York: Motion to accept made by Bill Alesbury and seconded by Lou York. Voting took place via role call:

Peter Hocknell – Aye

Bill Alesbury – Aye

David Martin – Aye

Stephanie Krantz – Aye

Ilana Liebert – Aye

Lou York – Aye

Don Boyle – abstained

Bill Klauer – abstained

- D. The MEPA application was submitted back in the spring. The Record of Decision was received in July when a waiver from additional environmental impact reporting was granted. Next steps include filing permit applications with the DEP (Chapter 91), as well as permits with the Office of Dam Safety (ODS) and the Army Corps of Engineers (ACOE). Selby indicated that due to the letter received from the Acton Historic Commission and the Acton Historic District Commission, further permitting will stop



until the historic component of the project is complete. The permits required by the ACOE have timelines that should not be initiated until the historic aspects are understood. So State and Federal permitting efforts, along with the Notice of Intent with the Acton Conservation Commission (ConCom) are on hold until the Archeological Study is complete, and the AHC has reviewed the report and provided feedback. In terms of timing, the hope is that the Archeological Study can be completed during the fall or early winter and then permits will be applied for in the late winter or early spring. Selby is hoping to seek a Dam + Seawall Grant for funding.

- E. Archaeological Investigation: A quotes was obtained from PAL; 2 additional quotes are required per Massachusetts procurement laws (30B). A request for quotes was sent out to several firms with the request that quotes be provided by week's end. Chapter 30B requires we proceed with the lowest price quote. A time frame was included in the RFQ. Selby filed a RDA with the ConCom due to the fact the dig will occur within a wetland zone. This will be heard on October 7, 2020. If no Notice of Intent is required, Selby will be able to contract with the archeological consultant soon after quotes are received and reviewed. He also indicated that Town staff should be able to help flush-cut the vegetation to allow the investigation to take place.
- F. Landscape Architect: It was noted that both the public and committee want more input on the park design. The quote from MMI (from June 2020) was approximately double compared to the quote received from Dennis Dale Design. Shortly after the archaeological study is complete, Selby prefers to move forward with Dennis Dale Design. It was noted that landscape architects are exempt from the 30B procurement law. Costs were approximately \$75K vs \$35-40K (park design only). For public feedback, we will likely proceed with a virtual-based approach, due to the Covid-19 pandemic. Selby intends not to go out with a full RFQ process. It was also noted Dennis Dale Design has specific experience working with projects of a historic nature.
- G. CPA Application: \$120K in CPA funds were awarded at the last funding cycle. \$25K of this went towards our required design and permitting contribution to the MVP grant. We have sufficient funds remaining for both the archaeological study and park design should we proceed with Dennis Dale. Selby to provide an update to the CPC next week. He recommends submitting an application for \$75K to allow us to get to the 100% engineering design stage. We will still ask for an MVP grant to fund at the next cycle. If possible, funding for the park will come from a Dam + Seawall grant (provides up to \$2M over multiple fiscal years). Due to the pandemic, they have not announced the grant program yet. Dam removal + stream restoration + park design funding will ideally come from the Dam + Seawall grant.
- H. Letter to downstream abutters: the intent is to use the letter to invite the public to a forum, however a date has not been scheduled as of yet. Selby will circulate a draft of the updated letter to the committee. Lou indicated the Town should communicate what is going on with the dam. The letter should include that we want to have a public meeting.



Also, there are 2 Emergency Action Plans (EAPs) in place that potentially impact residents. The 53 River Street dam is smaller of the 2. The Erikson dam is not owned by the Town. However, the Town should let folks know that Erikson dam has an EAP, which is only required if the dam is considered a hazard. Lou suggests holding 2 separate forums; 1 for abutters and 1 for the park design. Selby believes he has a copy of the draft Erikson EAP and will confirm. The December 1 meeting will be used in part to provide the forum for abutters. The key is to inform abutters that there is a dam upstream and provide a status update. Abutters will be informed regarding the forum by mail. The final letter to abutters will be approved at the November 3 committee meeting.

I. This committee's next meeting will take place virtually on November 3 at 7 pm. The meeting after that will take place virtually on December 1 at 7 pm.

J. Motion to adjourn was made by Bill Klauer at 7:48 pm and seconded by Stephanie Krantz.

Peter Hocknell – Aye

Bill Alesbury – Aye

David Martin – Aye

Stephanie Krantz – Aye

Ilana Liebert – Aye

Lou York – Aye

Bill Klauer – Aye

Don Boyle – abstained

Documents and Exhibits Used During this Meeting:

- Meeting Agenda for October 6, 2020
- Draft minutes from the August 18, 2020 committee meeting