



TRANSPORTATION ADVISORY COMMITTEE

Meeting Minutes

March 19, 2025

5:30 p.m.

VIRTUAL MEETING VIA ZOOM

Present: Rama Balakrishna (Chair), Paula Walsh, Chris Brandon, Andreas Kinzmaier

Absent: Zhengyu Huang

Select Board Representative: None

Invited and identified guests: QinRui Pang (Engineer, Town of Acton), Nirupama Velankar (Council on Aging Liaison)

1. Opening

- a. Chair Rama Balakrishna opened the meeting at 5:35 p.m.

2. Regular Business

- a. Approval of Meeting Minutes
 - i. The February 26, 2025 meeting minutes were reviewed. Paula moved to accept the minutes and Andy seconded. Roll call was taken and minutes were unanimously approved with typographical edits.
- b. Council on Aging Update:
 - i. The senior center has a new ping pong table.
 - ii. 92 people attended the St Patrick's Day celebration lunch.
 - iii. The center will hold a "Senior Prom" on Tuesday April 8 from 5-7 pm. Paula suggested requesting a town van to provide transportation. Rama suggested emailing the request to the town manager.
- c. Select Board Update: None

3. New/Special Business

- a. Citizen/Member Concerns:
 - i. Discuss email from Wanjiku Gachugi (Acton Director of Diversity, Equity, and Inclusion) to QinRui and also email from Jim Snyder-Grant re: planned Commission on Disabilities commuter rail trip to Boston. Details still unknown. QinRui suggested replying to ask what specifically they're looking for in support of the trip. Rama said he would do this.
 - ii. Discuss email forwarded by Franny Osman to Rama from David Bradley (Lowell Regional Transportation Authority Administrator) re: women and transportation. Paula noted Franny is still the ridership representative to LRTA. Paula will attend the meeting on the 27th but is uncertain if she'll end



up on the committee. This seat may rotate to another town. Rama forwarded the email to the TAC; it includes a link to a short LRTA survey looking for feedback.

- iii. Discussion of state renewal of virtual meeting authorization. Committee members are happy with flexibility this allows, enabling TAC to meet regularly and also for the public to participate.
- iv. Discussion of Jim Snyder-Grant's work to update the town van portion of the town website. Both Rama and Chris recently found old information when searching for information about the town van service. Whether you get the correct or old information depends on how you search for it.
- v. Chris also noted that the Town TAC website doesn't list Chris or Andy as members and also that the TAC website includes an outdated video made by a former chair.
- vi. Paula suggested that additional van service should be added to NARA park for the summer. Chris noted he'd heard a new van schedule will come out in April, but it won't include any new stops.
- vii. In answer to other member's, Chris noted that Laura Ducharme is currently the town employee handling the van service.

b. Engineering update:

- i. Monday 3/17 QinRui made a presentation to the Select Board re: the final draft traffic calming policy. The Board approved the policy after minor edits. The edited version will be on the consent agenda at their next meeting. Will include TAC in design options for "stage 2" more complicated traffic calming improvements.
- ii. Additional discussion of how traffic calming works with the Complete Streets process and also with the TAC sidewalk prioritization process. Note that the Complete Streets evaluation and state grant process occurs approximately every 6 years. Also, discussion of debrief by state if Acton's complete streets proposal does not result in a grant.
- iii. There will be public meeting re: Main Street in South Acton, suggest TAC representation. April 3, 6-8 pm, Town Hall room 204.
- iv. The state is still on schedule to complete Kelly's Corner project this year.
- v. Erikson's Grain driveway – Acton will probably install a tactile panel on each side of the driveway to help blind pedestrians navigate this wide driveway.
- vi. QinRui has taken a new job so this will be her last TAC meeting. Her position has been posted; until a new engineer is hired questions may be sent to the engineering email address (Engineering@acton-ma.gov).

4. Adjournment

At 6:30 pm, a motion to close the meeting was made by Paula and seconded Chris. Roll call was taken, and the motion was unanimously approved.



Attachments:

All the information is available on the Engineering Division's website <https://www.actonma.gov/126/Engineering>

Information on the Complete Streets Plan is linked

here <https://doc.actonma.gov/dsweb/View/Collection-18716> which includes the updated Traffic Calming Policy

Information on the Main Street Route 2 to Acton Center Complete Street Assessment is linked here <https://doc.actonma.gov/dsweb/View/Collection-18751>



Acronyms:

ADA= Americans with Disability Act

ARPA= American [COVID-19] Recovery Program Act

Boston MPO= Boston Metropolitan Planning Organization, the part of MassDOT that disburses federal transportation funds

BAG= Bicycle Advisory Group (formed January 2021)

CMAQ= Congestion Mitigation and Air Quality

COD= Commission on Disabilities

COVID= Novel Coronavirus 2019 causing a worldwide pandemic in 2020

CTPS= Central Transportation Planning Staff, within the Boston MPO, within MassDOT

**Landline= a signage and way-finding project to connect communities by bike and pedestrian, by MAPC and MassTrails of MassDOT.*

MAGIC= Minuteman Advisory Group on Inter-local Coordination, which is our 13-town subregion of the Metropolitan Area Planning Council

MAPC= Metropolitan Area Planning Council

MassDOT=Massachusetts Department of Transportation

MBTA= Massachusetts Bay Transportation Authority

NRG=Nashoba Regional Greenways Coalition

SATSAC= South Acton Train Station Advisory Committee

TAC= Transportation Advisory Committee

TMA= Transportation Management Association