



TRANSPORTATION ADVISORY COMMITTEE

Meeting Minutes

May 28, 2025

Time 5:30 p.m.

VIRTUAL MEETING VIA ZOOM

Present: Rama Balakrishna (Chair), Chris Brandon, Zhengyu Huang, Andreas Kinzlmaier, Nirupama Velankar (Council on Aging Liaison), Paula Walsh

Absent: None

Select Board Representative: Absent

Invited and identified guests: Corey York PLS (Director, Acton DPW), Laura Ducharme (Acton Community Resources Coordinator / Van services), Nicole Rogers, PE (Project Manager, GPI), Bob Sekuler, Elizabeth Hora

1. 1. Opening

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

2. Regular Business

- a. Approval of Meeting Minutes: Deferred to next month.
- b. Council on Aging Update: None
- c. Select Board Update: None

3. New/Special Business

- a. Citizen/Member Concerns:

- i. Elizabeth Hora – Kelly’s Corner “attractions” sign base is in the sidewalk in front of Roche Brothers Plaza, is this going to be moved? It narrows the sidewalk and the metal post intrudes on the sidewalk. Corey York said he will check the plans and speak with the state.
- ii. Zhengyu – re: April 7 Select Board Meeting, lighting on Adams Street.
 1. A maximum of two lights on Adams Street were approved but Zhengyu feels there should be more. He states one is needed at each end of Adams but also between the curve and Parker Street. There have been break-ins in this neighborhood and he believes the select board did not adequately address the issue.
 2. Corey York said he could bring this to the Town Manager for reconsideration, Zhengyu will send Corey an email restating his and neighbor’s concerns.
 3. Rama asked Corey what criteria are used to determine placement of street lights? Corey said he will forward the town policy.
- iii. Zhengyu – brought up lack of sidewalk on Adams Street and lack of crosswalks and pedestrian crossing signage at Adams / High Street intersection. Corey says the town has been actively working on High Street



crosswalks. Sight lines are challenging at Adams and they're still working to design for appropriate sight distance.

- iv. Rama asked about High/Faulkner sidewalk – Corey says they are actively working on the design. Should have a draft design in the next few weeks on High/Conant, High/Audubon Drive crosswalks.
- b. Engineering update:
 - i. Nothing additional.
 - c. Complete Streets Plan final draft for Main Street from Central to High Street presented by Nicole Rogers.
 - i. South Acton streets/intersections need to be redesigned with focus on pedestrian and Bicycle safety.
 - ii. Plan is to identify conceptual street level improvements to address
 - 1. Poor intersection geometry
 - 2. Traffic back-ups
 - 3. Malfunctioning traffic signal equipment
 - 4. Poor pedestrian network
 - 5. Poor and inconsistent bicycle network
 - 6. Parking – good supply but poor “marketing”
 - 7. Crash history
 - iii. Pop-up events, public surveys, open house used to gather community insights and feedback
 - iv. Developed high-level conceptual recommendations – full plan with much more detail is available on Town of Acton Engineering web page in “quick links” section. <https://www.acton-ma.gov/126/Engineering>
 - v. Next steps are a presentation to the Select Board on June 16th, if funding is approved move to 25% design, then 75-100% design, then construction.
 - vi. Bob asked about width of shared bike/pedestrian areas. Nicole answered 8 feet is the minimum in MA
 - vii. Bob asked about source/date of parking data – Nicole said the source was the South Acton Vision and Acton Plan from May of 2023.
 - viii. Rama asked about the broken traffic signal controller, Corey says it's about 10 years old, has been sent back for repair multiple times, the detection system will be replaced with something more modern.
 - ix. Andy asked if there was consideration given to connecting the proposed bike path on School Street to the train station without going on route 27. Nicole answered the right of way under the bridge belongs to the MBTA and is out of scope for this study (focused on town ROW).
 - x. Andy asked about a plan for bicycle traffic between the Bruce Freemen rail trail and the train station that didn't include Main Street – Nicole brought up a very preliminary diagram of a possible connection but didn't predict how it will finally be designed.
 - xi. Andy asked about the very acute angle turn going from Main Street southbound to Central westbound – Nicole said there isn't any modification of



that corner proposed; may recommend using Prospect St after its intersection with Main is reconfigured. Andy asked about using the commercial properties at the intersection to create a 90-degree intersection, Nicole answered this is private property and was not part of the study. Rama suggested that the intersection will be improved, even if not totally reconfigured to 90-degrees.

- xii. Andy asked about factoring in growth due to MBTA zoning – Nicole said they did projections based on overall area growth but not specific to the recent zoning update.
- d. Laura Ducharme is now responsible for the town van services and provided an overview. Her office is located at the senior center.
 - i. Laura presented van usage numbers from April. Per Laura, the vans are busy and updated data is sent to her monthly. Laura can provide data upon request.
 - ii. A new schedule with some new stops went into use for the Cross Acton Transit (CAT) van starting April first. Laura has ordered a GPS tracker which will allow better data on timing of stops and travel times.
 - iii. Paula suggested more CAT stops to include a drugstore, hardware store, Discovery Museum. If the van stopped at the CVS on Great Road that would also be close to Quail Ridge and the condos across Great Road. Laura said we need to get better about advertising other options such as connecting with the Boxborough shuttle which already goes to the hardware store and Discovery Museum. The Boxborough shuttle MART van schedule is available on the Boxborough website. A consultant is working with Acton on materials to publicize this.
 - iv. Paula has heard anecdotally from people stating they went into a scheduling pool and then never received a call back to be serviced. She suggests there are more unserved people who aren't included in the tracking numbers.
 - v. Paula – we need to push for additional services if it's currently maxed out. Laura said the town applied for a grant for another van in the fall and it was turned down.
 - vi. Electric van – Transaction Corporate Shuttles feels the provided van doesn't meet safety requirements. The van is currently at LRTA, unused. Town is proposing other uses. The van is part of a pilot project and hasn't cost the town anything.
 - vii. Rama noted the TAC should include ridership numbers in our annual report.
 - viii. Discussion of micro transit; difficulty TAC has had getting follow through from Via in the past.
 - ix. Discussion of past taxi programs and grants.
 - x. Town has been talking with LRTA about possible bus route extension that would provide Acton residents to many more destinations.
 - xi. Rama extended a standing invitation to Laura to attend TAC meetings every month.
- e. Sidewalk discussion will be postponed to June due to lack of time.

4. Adjournment



A motion to close the meeting was made at 7:15PM by Paula and seconded by Andy. 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