



TRANSPORTATION ADVISORY COMMITTEE

Meeting Minutes

October 22, 2025

5:30 p.m.

VIRTUAL MEETING VIA ZOOM

Present: Rama Balakrishna (Chair), Chris Brandon, Erik Heels (Associate member), Zhengyu Huang, Andreas Kinzlmaier, Bob Sekuler (Associate member), Paula Walsh

Absent: Nirupama Velankar (Council on Aging Liaison)

Select Board Representative: Jim Snyder-Grant

Invited guests and identified: Evan White (Town Engineer)

1. Opening

- a. Chair Rama Balakrishna opened the meeting at 5:33 p.m.

2. Regular Business

- a. Approval of Meeting Minutes
 - i. The September 24, 2025 meeting minutes were reviewed. Andy Kinzlmaier moved to accept the minutes and Chris Brandon seconded. Roll call was taken and minutes were unanimously approved with typographical edits.
- b. Council on Aging Update: None
- c. Select Board Update:
 - i. Jim reported that the previously discussed traffic calming policy has been approved. A new traffic management group will be formed to manage the policy. This group will primarily consist of public safety staff. Jim will send the approved policy to the TAC and suggested a more detailed review could be done during a future TAC meeting.

3. New/Special Business

- a. Citizen/Member Concerns:
 - i. Bob noted Concord is about to launch meetings on their comprehensive transportation plan. He suggested the TAC should be aware and might wish to review the Concord documentation. Rama suggested the TAC should check in with Concord and there might be an opportunity to collaborate.
 - ii. Rama reiterated that the TAC needs to complete our update / evaluation of sidewalk ranking criteria.
 1. Evan noted he has worked on grants for similar sidewalk work in the past and expects this will happen in Acton also. Grant availability may shift sidewalk priority due to specific grant requirements.
 2. Rama asked that each committee member provide their list of preferred metrics for sidewalk prioritization (to him) so this process can move forward at the November TAC meeting.



b. Engineering update:

- i. Evan White discussed the memo he wrote to TAC re: the intersection of Chadwick and River Streets requesting a stop sign on River Street westbound. After discussion Paula made a motion to recommend two stop signs to the Select Board, one on River Street WB and the other on River Street EB at Chadwick SB. Chris seconded the motion and the committee voted approval unanimously.

4. Adjournment

A motion to close the meeting was made at 6:58 p.m. by Paula and seconded by Zhengyu. 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.*

LRTA=Lowell Regional Transit Authority

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

RTA= Regional Transit Authority

SATSAC= South Acton Train Station Advisory Committee

TAC= Transportation Advisory Committee

TMA= Transportation Management Association

TMG= Traffic Management Group