



**TRANSPORTATION ADVISORY COMMITTEE**

Meeting Minutes  
February 26, 2025  
5:30 p.m.

**VIRTUAL MEETING VIA ZOOM**

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

**Absent:** Zhengyu Huang, Andreas Kinzlmaier

**Select Board Representative:** None



**Invited and identified guests:** QinRui Pang (Engineer, Town of Acton); Franny Osman (Acton Exchange); Erik Heels

## **1. Opening**

Chair Rama Balakrishna opened the meeting at 5:38 p.m.

## **2. Regular Business**

### **A. Approval of Meeting Minutes**

- a. The December 18, 2024 meeting minutes were reviewed. Chris Brandon moved to accept the minutes and Paula Walsh seconded. Roll call was taken and minutes were unanimously approved with typographical edits.
- b. The January 29, 2025 meeting minutes were reviewed. Chris Brandon moved to accept the minutes and Paula Walsh seconded. Roll call was taken and minutes were unanimously approved with typographical edits.
- c. The February 17, 2025 special meeting minutes were reviewed. Paula Walsh 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: None**

i.

## **3. New/Special Business**

### **A. Citizen/Member Concerns:**

- i. Erik J. Heels read a prepared statement about sidewalk funding. He states that in Acton there have always been two distinct tracks, one is funded from the operational budget with guidance from the defunct sidewalk committee and now the TAC. The second is funding as part of project-based capital investments such as the Boardwalk campus, the North Acton Fire Station, and Kelly's Corner. He feels the DPW project should include sidewalks for Forest Road in this same fashion.
- ii. Franny Osman expressed disappointment that a sidewalk bonding initiative didn't happen a few years ago. The town could have borrowed approx. \$18M to complete all sidewalk town projects on list at that time. She agreed that lacking other funding, sidewalks should be incorporated into Town infrastructure projects such as the DPW.

### **B. Engineering update:**

- i. Taylor Road – sidewalk construction will continue/complete when school is out.



- ii. Piper Road – sidewalk feasibility study has been kicked off
- iii. Parker Street – sidewalk design being completed this winter; this will probably be the next that the town crew will construct
- iv. River Street – about to sign the 75% design contract. This will be two projects
  - a. School Street to Chadwick (including Chadwick)
  - b. Chadwick to Parker (four crossings)
- v. Complete Streets Policy – QinRui believes all TAC comments have been addressed, would like the committee to vote so she can present it to the Select Board with our endorsement. Rama will poll the committee by email.
  - a. TAC missed a point in the presentation when discussing Main Street option 2. Rama will provide written comments to QinRui on option 2 v 3.
- vi. Traffic Calming Policy – asked if there were any further questions
  - a. Rama: Emergency response considerations?
  - b. Rama: Snow removal considerations?
  - c. Rama: Traffic diversion on other roads to avoid traffic calming?
    - i. QinRui: There will be project outreach and analysis as part of each project, she'll clarify that in the policy
  - d. Rama: Does the Town implement truck restrictions per street?
    - i. QinRui: No, truck exclusions must be approved by MassDOT. There are statewide guidelines, cannot restrict on numbered routes or on roads that pass through another town and also based on volume
- vii. Complete Streets – South Acton – no timeframe yet. Needs to collect traffic data but not in winter.
  - a. Rama: can the town buy data from a big data supplier?
  - b. Franny: Years ago when blind pedestrian issues were raised about High Street approaching and intersecting Main Street, they were told a traffic study of High Street needed to be completed before improvements. That happened, the town shouldn't need to wait for another study to be completed before simple low-tech solutions such as raised rubber dots at the edge of the road ROW along the Erikson driveway.

C. Action on TAC recommendations:

- a. Rama spoke with Jim Snyder-Grant (TAC Select Board Representative) in January concerned that TAC recommendations do not get pushed forward by the Select Board. Jim suggested writing a memo to the Town Manager recapping issues; maybe the TAC needs more interaction with him.
- b. Erik – the Select Board should provide a written response if they are not going to follow TAC written recommendations.



At 6:56 pm, A motion to close the meeting was made by Paula Walsh and seconded by Chris Brandon. 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*