

BOARD OF SELECTMEN AND SEWER COMMISSIONER'S MEETING

January 8, 2017
Francis Faulkner Room 204
Special Meeting 7:00 PM
To view the full meeting, please [click here](#)

Present: Janet K. Adachi, Peter J. Berry, Joan Gardner, Town Manager Steve Ledoux, Shannon Hurley, Recording Secretary
Absent: Chingsung Chang, Katie Green

Citizen Concerns

None.

Chairman's Update/Operational Update

Ms. Adachi – January 6th was Budget Saturday. Next Monday, January 15th at Temple Beth Am Martin Luther King, Jr breakfast buffet with bagels and fruit plenty of coffee and juice. All welcome. 6pm-8pm 50 Audubon Hill emergency shelter tour and recruitment to help community - RSVP to Health Department. Friday-Saturday January 19th-20th is the MMA Annual Conference; Town Manager, Assistant Town Manager and Selectmen to attend.

Mr. Ledoux – ALG postponed because of weather. As the Chair mentioned we had budget Saturday this past weekend. There is a key date for the board to be aware of to schedule special meeting to discuss selectmen's recommended budget prior to town meeting. There is a January 31, 2018 deadline to vote. The meeting on January 22, 2018 is looking busy with budget. Asked the board to think about a special meeting on January 29, 2018.

Public Hearings

All Alcoholic Beverage License, Orange Door Hospitality, LLC – Ms. Adachi read the public hearing notice. Christopher Powell and Meredith Powell, owners now at 251 Arlington Street of a catering company with a shared commercial kitchen and event space. This would be a place for small food business to cook in licensed kitchen, rent by hour, under contract. The event space has 46 seats for “pop up dinners,” cooking lessons and can be a co-working space throughout the day. May 1, 2018 is the estimated opening date.

Ms. Gardner questioned if this would be open to public.

Mr. Powell: The kitchen is open on contract basis. Event space with 46 seats is open to the public. The event space will be used mostly for pre-ticketed events so it will not be open like normal restaurant.

Ms. Adachi: Sounds great. She had been watching the location to see what would happen to it. Great location and West Acton is lively.

Mr. Berry moved to approve All Alcoholic Beverage License, Orange Door Hospitality, LLC located at 251 Arlington Street. Ms. Gardner seconded. All Ayes.

Common Victualler License, Orange Door Hospitality, LLC – Ms. Adachi read the public hearing notice.

Mr. Berry moved to approve Common Victualler License, Orange Door Hospitality, LLC located at 251 Arlington Street. Ms. Gardner seconded. All Ayes.

Traffic Rules and Orders, Proposed Amendment, MBTA Maple Street Parking Lot –
Corey York – DPW Director – 3 Proposed Amendments below:

1 Maple Street (Parcel 42-1, Town Atlas Map H-2A) MBTA Lot (Assabet River Rail Trail Parking):

Two accessible parking spaces, four perpendicular parking spaces for four hours at any time, between the hours of 6 AM and 6 PM, Monday through Friday, except weekends and public holidays. Remaining perpendicular parking spaces – Car Pooling Reserved Parking Program. Parking Rate is \$75 per month. Requires a minimum of three adults per application. Requires having at least 2 of the 3 applicants in order to be eligible to park in car pool space. If only a single applicant is present, the vehicle is not allowed to be left in a carpool parking space. Three parking violations related to commuter parking in South Acton results in the loss of reserved car pool space. Reserved from 6am to 10am Monday – Friday. The space is available to others if not occupied prior to 10am. Not reserved on weekends. Vehicles parked in violation of this section may be ordered by the Police Department to be ticketed or towed at the expense of the owner of the vehicle. Working with Finance to take over late fee and due dates. Winter overnight parking ban in order to clear the lot.

2 Stow Street (Parcel 62, Town Atlas Map H-2A) Assabet River Rail Trail Parking:

Two accessible parking spaces- no charge or time restriction. Standard parallel parking spaces- No person shall park a vehicle for longer than four hours, between 6 AM and 6 PM, Monday through Friday, except weekends and public holidays. Parking is only permitted within a designated parking space. Parking is not allowed in any other areas. Vehicles parked in violation of this section may be ordered by the Police Department to be ticketed or towed at the expense of the owner of the vehicle.

Elm Street Parking, Prohibition in pick-up and drop off. No parking zone on Agawam side to tennis courts and then modular buildings to tennis courts.

Mr. Berry: Carpool would be great to maximize space. People are parking there for free now, how will you roll this out?

Mr. York: It would start as a first come, first serve basis to get people going. We would alert people and put up signage that free parking is going to terminate on such and such a date.

Mr. Berry: Putting an article in Beacon would be preferred to give a heads up that this is being rolled out. On the weekends there is no fee for parking for the rail trail?

Mr. York: Right now no fee for parking on weekends.

Mr. Berry: There are two accessible spaces, how many other spaces are there for shared commuters?

Mr. York: 26 other for carpool and we would maintain one open spot for swing space if someone is instructed to park elsewhere.

Ms. Gardner: Will there be someone on site to check the 2-3 people in the carpool?

Mr. York: Officers would have to enforce and be there from 6am-10am. Best chance is to see in the morning because some people may come home without the other passengers.

Mr. Ledoux: The parking on Elm, or the no parking, do you think that would impact Agawam? There have been complaints over the years about spill over parking.

Mr. York: I think issue of the section is the pick-up drop off is just cleaning that up. We already extended no parking on Agawam from Elm down the street as a no parking area.

Officer Stackhouse: Issue on the Agawam no complaints and posted and updating is working. It is the issue of the sidewalk in front of the schools parking and entering event or pick up child forcing children into the road on Elm Street in winter months to go into Indian Village via Agawam. Afternoon hours and morning with the buses pulling in there is no way for public to pull into school and park. So there is no parking anywhere except on Agawam, further down past the no parking zone, which eliminates the issue.

David Martin High Street – Voted for all the proposed changes. Trying this as all a carpool lot with the 25 spaces will take 50 and 75 people out of the main lot –biggest way to leverage the lot to help solve parking situation. Explained the “3 strikes and you’re out rule” as stated above.

Mr. Berry moved that the Traffic Rules and Orders adopted by the Board of Selectmen and dated September 22, 2014, are hereby amended by adding the following new parking restriction to Article VII, Section 7-21 (Operation on Private Ways and Parking lots dealing with parking lots on Maple Street and Stow Street. Ms. Gardner seconded. All Ayes.

Mr. Berry moved that the Traffic Rules and Orders adopted by the Board of Selectmen under date of September 22, 2014, are hereby amended by removing the following parking prohibition to Article V, Section 5-6 (Parking Location and Prohibitions) dealing with Elm Street parking. Ms. Gardner seconded. All Ayes.

Mr. Berry moved that the Traffic Rules and Orders by the Board of Selectmen are hereby amended by removing from Article V, Section 6 (No All Night Parking) the following description and adding the following description as set forth in this memo. Ms. Gardner seconded. All Ayes.

Selectmen's Business

Bike Sharing Program Update, Planning Department– Kristen Guichard, Senior Planner presented the capital plan with Zagster bike sharing program.

Continuing to work with Maynard as the main goal is to provide alternative last mile connection for commuters. From a survey conducted there is a lot of movement from Maynard to West Acton Village. Total expected cost to Acton after two years: \$9,000 because of sponsors. Currently have two sponsors to cover half the cost for 2 years. Working on trying to close the gap even further and working with a potential (3rd) sponsor.

Met with Corey York and Tom Tidman both at the South Acton commuter rail on south side and Gardner playground. David Honn and I met to take a look what thoughts were since this is in a Historic District.

Meeting with Historic District Commission on Jan 23rd and plan an addition follow-up meeting with stakeholders interested in using the program. Working with MBTA trying to figure out what they will require – i.e. license or fees.

Ms. Gardner: If you take bike from Maynard to South Acton train station will there be a bike there for you when you come back?

Ms. Guichard: Zagsters has taken a look at survey and proposed a feasibility study for Acton and Maynard. Their study came back to have 5 bikes at South Acton commuter station, 5 bikes West Acton Village and 5 bikes in downtown Maynard. What you would do is log in to the mobile application when you arrive and get your bike. More bikes aren't needed currently and will monitor it frequently.

Mr. Berry: I think this is a great idea. Support it and used these bikes in New York and they seem to be hugely popular in Boston and Cambridge. Great initiative. Would you use a local bike mechanic?

Ms. Guichard: That is what we requested; It is up to Zagsters. We reached out to Pedal Power to let us know if interested. We would like to keep the mechanics local.

Mr. Berry: Where on the Gardner playground?

Ms. Guichard: There is a grass strip between sidewalk and wooden guardrail and measurements would fit there. Partially on playground and partial within Right-of-Way. We would need the board's approval to put this in the Right-of-Way. If it's on Gardner playground we would touch base with Recreation Commission.

Mr. Berry: Would you be ready to move after Town Meeting?

Ms. Guichard: Funds would be available on July 1st. We are working to see if there are different payment options working with the money from our current sponsors.

Ms. Adachi: Is the idea to go by regularly to monitor bikes everyday if they have been wrecked? One bike left because in disrepair would not be good.

Ms. Guichard: If an individual got a flat tire or something with the bike malfunctioned the individual would go on the mobile application and report that. There is also a GPS locator on the bike if you can't make it back to the station. Checking the bikes routinely is part of contract working back and forth and reviewed with council. Regular maintenance checks and after 3 years all bikes would be renewed. There would be a regular check-in period even if something isn't check-in "wrong."

David Martin, High Street: Supportive. Wife has used bikes. Occasionally run out of bikes. I have noticed that sometimes they move the bikes from a crowded station to an empty station.

Ms. Guichard: That is something we have in the contract too. Get the data and look at where the need is and adjust.

Consent Agenda

Mr. Berry moved to approve Consent Agenda Items 5-16. Ms. Gardner seconded. All Ayes.

Mr. Berry moved to adjourn. Ms. Gardner seconded. All Ayes. Meeting adjourned at 7:58pm.

Respectfully submitted,

Shannon Hurley
Shannon Hurley, Recording Secretary

Jean H. Gardner
Jean Gardner, Clerk