



**BOARD OF SELECTMEN**

Middlesex, ss.

Town of Acton

**To the Planning Board**

February 12, 2007

In accordance with Section 81I of Chapter 41 of the General Laws, notice is hereby given by the Selectmen of the Town of Acton that they have made the initial step required for laying out as a town way, for acceptance by the Town at the Annual Town Meeting, the ways known as:

In the **COLONIAL ACRES IV SUBDIVISION**

**SQUIRREL HILL ROAD** - from the previous limit of acceptance at the easterly end of Squirrel Hill Road a distance of 1,544 feet, more or less, in a generally easterly direction to the westerly end of Notre Dame Road and Arlington Street, this being the entire road.

**MARIAN ROAD** - from the previous limit of acceptance at the westerly end of Marian Road a distance of 277 feet, more or less, in a generally westerly direction to the southerly sideline of Squirrel Hill Road, this being the entire road.

and that this matter is now referred to the Planning Board for its recommendation.

No further action can be taken by the Board of Selectmen until the Planning Board has reported thereon, or has allowed forty-five days to elapse after such reference without submitting its report.

**ACTON BOARD OF SELECTMEN**



Planning Department

**TOWN OF ACTON**  
472 Main Street  
Acton, Massachusetts 01720  
Telephone (978) 264-9636  
Fax (978) 264-9630  
planning@acton-ma.gov

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**MEMORANDUM**

**To:** Planning Board **Date:** February 23, 2007  
**From:** Roland Bartl, AICP, Town Planner *RB*  
**Subject:** Colonial Acres IV – Squirrel Hill & Marian Road Street Acceptance

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Both the Planning and Engineering Departments would suggest a favorable recommendation to the Board of Selectmen for their street acceptance hearing. As noted in the hearing notice the law provides for the Planning Board to report and recommend.

Engineering has a long punch list of mostly small clean-up items for these streets (attached). Many are related to as-built plan corrections and legal documents. But, there are also several construction related items that need to be done after winter, including on Summer Street in connection with the sidewalk that was required there. Nevertheless, we still recommend acceptance. While we would like to see 100% completion before acceptance, these are all minor items in the scheme of things. The new residents and residents in the general neighborhood, who use these new streets, are becoming impatient with the winter maintenance of the private streets – not terrible, but just not as timely or as well done as the clearing work by the Town on adjacent public streets.

We would like to end the regular stream of phone calls to the Highway Department. We are fairly confident that the developer will come through with these matters in the spring and early summer. Also, we hold a \$77,800 cash bond in a Town-owned account to cover the outstanding work.

TOWN OF ACTON  
472 Main Street  
Acton, Massachusetts, 01720  
Telephone (978) 264-9628  
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Engineering Department

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**INTERDEPARTMENTAL COMMUNICATION**

**To:** Planning Department

**Date:** February 16, 2007

**From:** Engineering Department

**Subject:** Semi-Final Inspection – Colonial Acres IV - Squirrel Hill Road and Marian Road

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As a result of a field inspection, we have prepared the following partial "punch-list" of items that need to be completed by the developer(s) of Colonial Acres IV in order for the streets to be accepted as Town ways. We are in the process of reviewing the legal documents, and we will contact the applicant with any comments or corrections as soon as we have a chance to complete our review. This punch-list of items is in addition to the requirements set forth in the Section 11.7 of the Subdivision Rules and Regulations. Unless otherwise stated, the As-Built plan prepared by Inland Survey Inc. dated November 30, 2006 were used to reference specific items such as drainage structures, curbing, etc...

1. After the construction-related items are completed for the subdivision, the registered professional engineer will need to submit a letter certifying that all of the work has been completed according to the approved plans.
2. The land surveyor sent this office a copy of their form CB certifying the locations of the stone bounds set for Squirrel Hill Road and Marian Road via an email dated December 22, 2006. It appears that the surveyors has completed the requirement for survey monument within the subdivision, except for the following:
  - Set survey nails along the centerline of the roadways in accordance with Section 9.3.1.1 of Subdivision Rules & Regulations & Note #8 on the Plan & Profile (Sheet 12 of 19).
3. The applicant should also provide the legal evidence/confirmation that the fee in the streets have not been inadvertently conveyed to abutting lot owners.
4. The surveyor should label some additional temporary benchmarks along Squirrel Hill Road on the as-built plan along with a note stating that the elevations refer to the National Geodetic Vertical Datum of 1929. We would prefer to see temporary benchmark evenly spaced along Squirrel Hill Road so that at least one temporary benchmark would be labeled on each sheet of the as-built plan.

5. The 20 foot wide private drain easement located behind the existing dwellings on EUA 14, 15, 16 & 19 was apparently relocated during construction. Attached is a copy of the sketch plans showing the revised locations. The developer needs to submit the documentation to show that these revised easements have been recorded at the Registry of Deeds.
6. We received an email from the Acton Water District on November 16, 2006 stating that they do not have any outstanding issues related to this subdivision.
7. Submit a final written certification by the Acton Fire Department that the fire alarm system and fire hydrants have been approved. The approved plans show a fire alarm call box on squirrel Hill Road at station 10+30. This fire alarm call box has not been installed at this location.
8. Attached herewith is a copy of the email that we received from the Acton Tree Warden on November 13, 2006 relating to the street trees that were planted along the roadways and the septic leach field on Summer Street.
9. We noted a few dead trees alongside the clearing on Common Land Parcel A behind detention basin #2.
10. Submit written evidence from the Town Treasurer stating that all property taxes owed to the Town for the land contained within the subdivision that is owned by the applicant has been paid.
11. Submit the certificate of compliance from the Conservation Commission for the work within the wetlands and buffer zones. If approved by the conservation commission, the developer needs to remove the temporary silt fence on and around the subdivision including the sewer easement for the leaching facility.
12. The developer is required to sweep the roads and cleanout the catch basin sumps in the spring. This also includes removing the accumulated sediment that has collected in the catch basins on Duggan Road & Marian Road. The Highway Superintendent noted the existing 6-inch drain pipe between the catch basins on Duggan Road at Marina Road is partially clogged and needs to be cleaned.
13. We noted the road shoulder is washing out from the behind the berm adjacent to the driveways for EUA 14 & 15.
14. We had reported an icing problem on the curve of Squirrel Hill Road by EUA 20. Residents on the upper section of Squirrel Hill Road reported that there was a significant amount of overland flow sheeting between EUA 20 & 21 and discharging onto the roadway at this location in the past. Kevin Sweeney said that he has excavated the road shoulder to expose the existing subdrain and replaced all the above the trench so that the crushed stone extends to the ground surface with a thin layer of wood chips on top to match the homeowners existing landscaping. The developer will need to monitor the situation through the winter and spring and make any necessary improvements, if this problem persists. Attached is a copy of the memo that we sent to the developer.

15. Repair the shaped inverts in drain manhole #12 & #17.
16. We noted that some of the Lebaron L-219 gas/oil hoods were incorrectly installed in the catch basins. The developer is proposing to remove the hoods and re-install a new gas/oil hood designed to be retrofitted into the existing drain pipe. Attached is a copy of the email that I sent to the developer.
17. The catch basin frame on CB #11 is broken and needs to be replaced
18. Label the invert elevation of the emergency overflow spillway in Detention Pond #1 on the as-built plan.
19. Label the inlet invert of the 4" perforated PVC pipe in Detention Pond #1 on the as-built plan.
20. Construct the emergency overflow spillway for Detention Pond #2 & label it on the as-built plans.
21. The 15-inch diameter pipe between DMH16 and DMH17 is incorrectly labeled on the as-built plan as a 12-inch diameter pipe.
22. The surveyor should show the new curbing and subdrain that extends on Marin Road to the intersection with Duggan Road.
23. The engineer needs to show the approximate location of the subdrains that were installed on Squirrel Hill Road and Marion Road.
24. The surveyor should add detail on the As-Built plans to clarify the bound locations on Squirrel Hill Road between Marian Road and Arlington Street.
25. The surveyor needs to show the existing berm on the right side of Squirrel Hill Road between station 23+00 and 24+50 on the As-Built Plan.
26. Stabilize the maintenance access driveway in front of the existing building/shed.
27. The developer will need to stabilize the disturbed area on Common Land Parcel A that is opposite Marian Road that was just recently re-graded this fall.
28. The developer has constructed two small retaining walls with the layout of Squirrel Hill Road in front of EUA 7 & 9 for the existing utility boxes. The developer had stated last year that these retaining walls were required by the utility company as part of the installation of the underground utility boxes. These retaining walls are close to the street and could be prone to damage caused by snowplowing. The Town will need certification from the utility company that required these walls so that we can ensure that the utility company will maintain/repair these walls in the future as necessary. When these roads are accepted by the Town, we recommend that the legal documents specifically exclude these walls from becoming owned & maintained by the Town.

29. As a result of the new sidewalk on Summer Street, we noted a puddle forming in **the** driveway for 112 Summer Street. Attached are photos during a rain storm last year. This issue needs to be resolved.
30. Upon the final completion of any changes to the as-built plan, the surveyor will need to submit an electronic copy of the as-built, in addition to, the final mylar plan.

The developer should inspect the development to be sure that all related items are completed in accordance with the approved subdivision plans and the Planning Board Decisions. This punch-list of items is an in-depth inspection of Squirrel Hill Road and Marian Road. Additional inspections and reviews by the Town will be necessary to ensure that this subdivision is completed in accordance with the approved plans.



**TOWN OF ACTON**  
472 Main Street  
Acton, Massachusetts, 01720  
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**Engineering Department**

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December 20, 2005

Symes Associates, Inc.  
c/o Acton Estates LLC  
50 Dodge Street  
Beverly, MA 01915

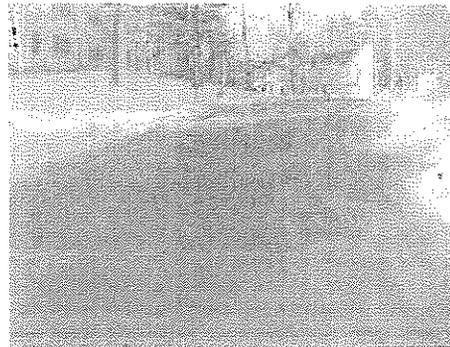
Dear Scott Martin:

We recently visited the Colonial Acres IV Subdivision to inspect the road conditions after these past winter storms. We have received several telephone calls from residents as well as the Police Department in regards to the icy road conditions.

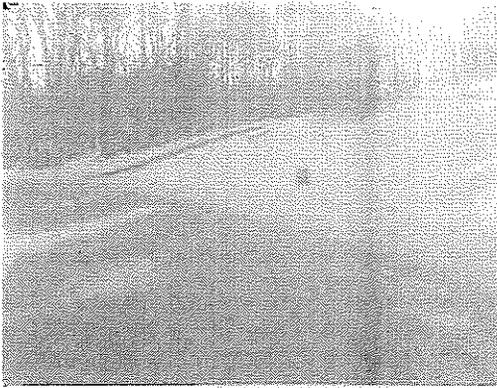
We noticed a severe ice build-up on Squirrel Hill Road between the detention basin and the driveway for 20 Squirrel Hill Road. We also noted the guardrail has not been installed along the detention basin and at the cross-culvert. This adds to our concern for vehicles that might lose control as they are driving over the icy road surface on the curved section of Squirrel Hill Road. We took some photos of the roadway to show the ice-buildup at the curved, super-elevated section of Squirrel Hill Road.



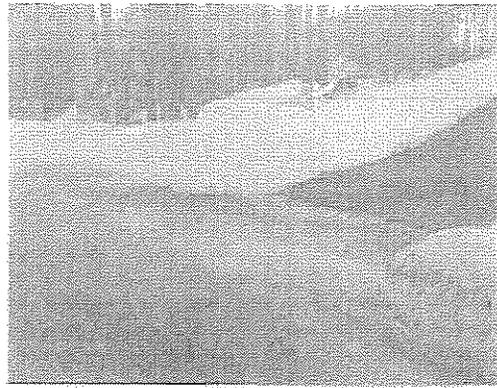
This photo was taken adjacent to the detention basin looking uphill at the super elevated section of Squirrel Hill Road



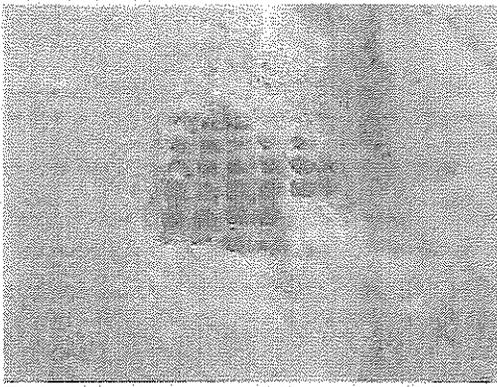
This photo was taken adjacent to house #18 looking uphill at the super elevated section of Squirrel Hill Road



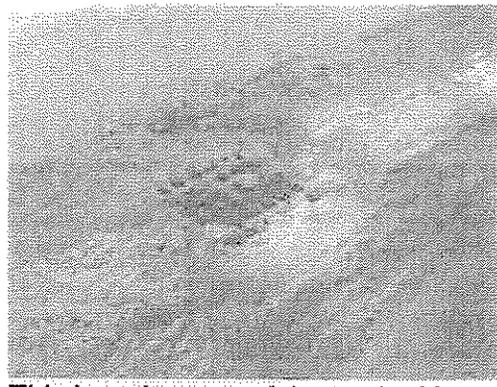
This photo was taken looking downhill at the super-elevated section of Squirrel Hill Road by the driveway for house #18.



This is a close-up of the ice-buildup on Squirrel Hill Road at the driveway for house #18.

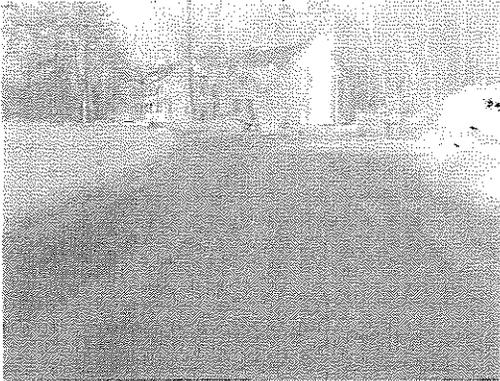


This is a close-up of the ice-buildup on Squirrel Hill Road at the catch basin.



This is a close-up of the ice-buildup on Squirrel Hill Road at another catch basin by the super elevation.

We also took some photos of Squirrel Hill Road to show that the other sections of Squirrel Hill Road do not have the same icing problem.



This photo was taken looking uphill of the superelevation at the standard crowned section of Squirrel Hill Road.



This photo was taken looking at the standard crowned section of Squirrel Hill Road adjacent to the detention basin.

We wanted to take this opportunity to alert you about this hazardous condition so that you can take the necessary additional precautions during this winter while the problem still exists. We will need to talk with you about improvements at this location in order to eliminate this icing problem before the next winter season. You will need to identify any potential runoff issues from the abutting lots and correct it so that this runoff does not continue to sheet across the road.

Very truly yours,

Bruce M. Stamski  
DPW Director/Town Engineer

Cc: Roland Bartl, Acton Town Planner Department  
Kevin Sweeney, Sweeney & Sons, Inc.

csy

**Corey York**

**From:** Jim Deming [jim@actonh2o.com]

**Sent:** Thursday, November 16, 2006 12:36 PM

**To:** Corey York

Dory,

received a call from Kevin Sweeny. He was looking to get a letter from me on the status of the water system at Colonial Acres V. I've had the guys take a look at it and everything is fine. The line was inspected, tested, and chlorinated and I know of no outstanding issues.

im

1/12/2007

**Corey York**

**From:** Dean Charter  
**Sent:** Monday, November 13, 2006 5:10 PM  
**To:** Corey York; Planning Department  
**Cc:** Frank Widmayer  
**Subject:** Colonial Acres IV landscape inspection

This afternoon (11/13/06) I met with Kevin Sweeney to inspect the plantings at Colonial Acres IV. All required street trees are in place, and appear to be properly planted and healthy. In almost all cases the trees are much larger than required. I also checked the plantings around the retention basin, and they are also suitable. There are a few dead evergreens by the driveway near the pump station, but those were not on the plan and were planted by another party. I suggested that these be replaced or cut down to resolve any questions. The edge of clearing between the development and the back yards of the houses along Duggan Road was demarked by putting blue tags on the trees that were to remain, and those trees are still there; in fact there is an additional row of "saved" trees at the rear of the new units, which seems to have acted as a buffer. The plans called for disguising the septic field vent pipes on Summer Street, and the developer has installed a fence and moved the vents up to the tree line, which I feel provides adequate shielding.

Considering that the plantings are fully dormant now, and that we have no idea how they will fare over the winter, I suggest that a modest bond be posted for the next growing season to provide for any necessary replacements and to assure that the staking and tying materials be removed at the end of the summer of 2007.

**Corey York**

**From:** Corey York  
**Sent:** Wednesday, February 07, 2007 10:44 AM  
**To:** 'kevinsweeney@sweeney-sons.com'  
**Cc:** Planning Department; Engineering Department; Highway Department  
**Subject:** Colonial Acres IV

YI

My field inspection notes seem to indicate that there are about 8 catch basins that need to have the gas/oil hoods replaced due to the hoods blocking the inlet openings. According to my list, the following catch basins need the new retrofit type hoods (the "Eliminator" by Klean Streams): CB 10, 11, 13, 14, 21, 24, 27 & 30.

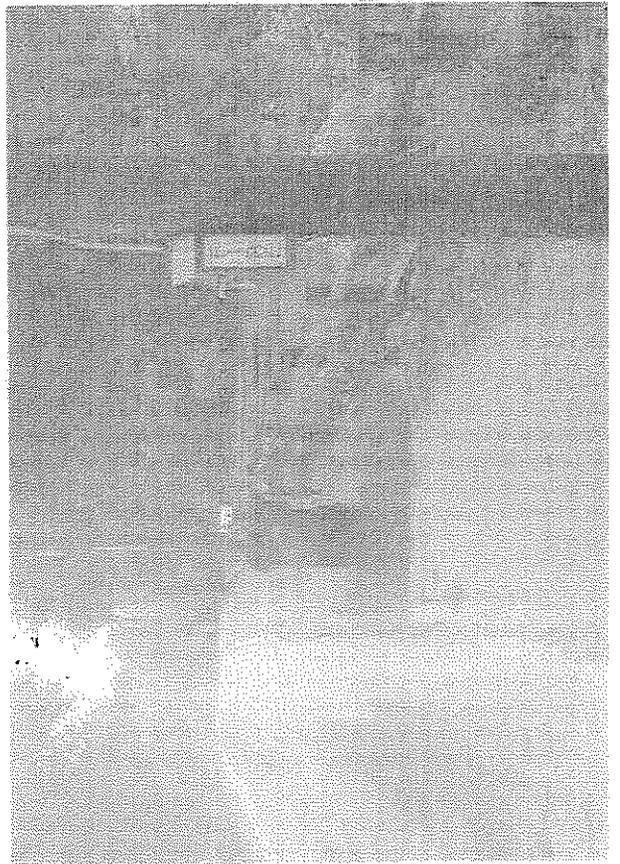
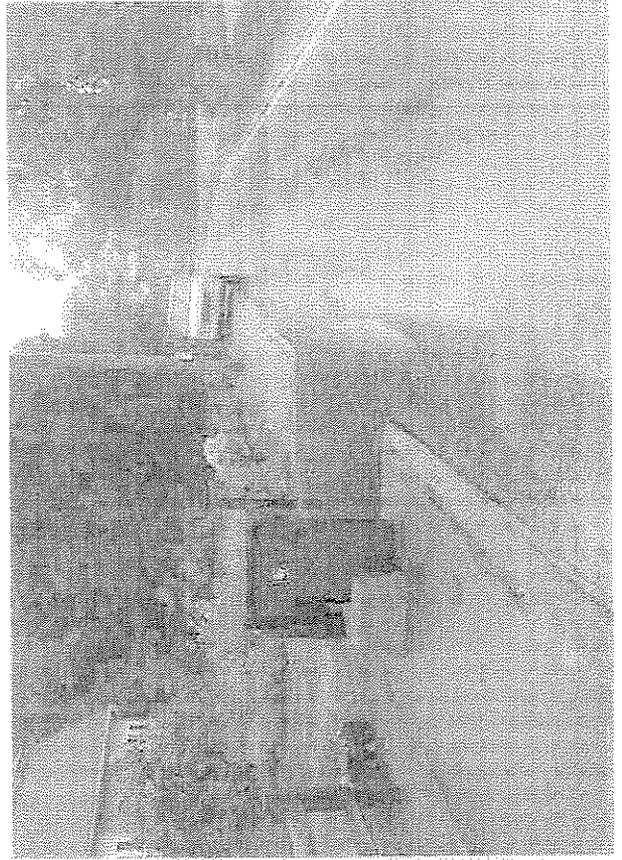
Just as a follow-up to our previous phone conversation, we feel that the plastic retrofit style gas/oil hood (the Eliminator) is adequate. We are OK with using these hoods in the Colonial Acre IV subdivision to replace the existing cast iron hoods that are blocking the inlet CB openings. Thank you again for getting us the necessary information to review the adequacy of these hoods.

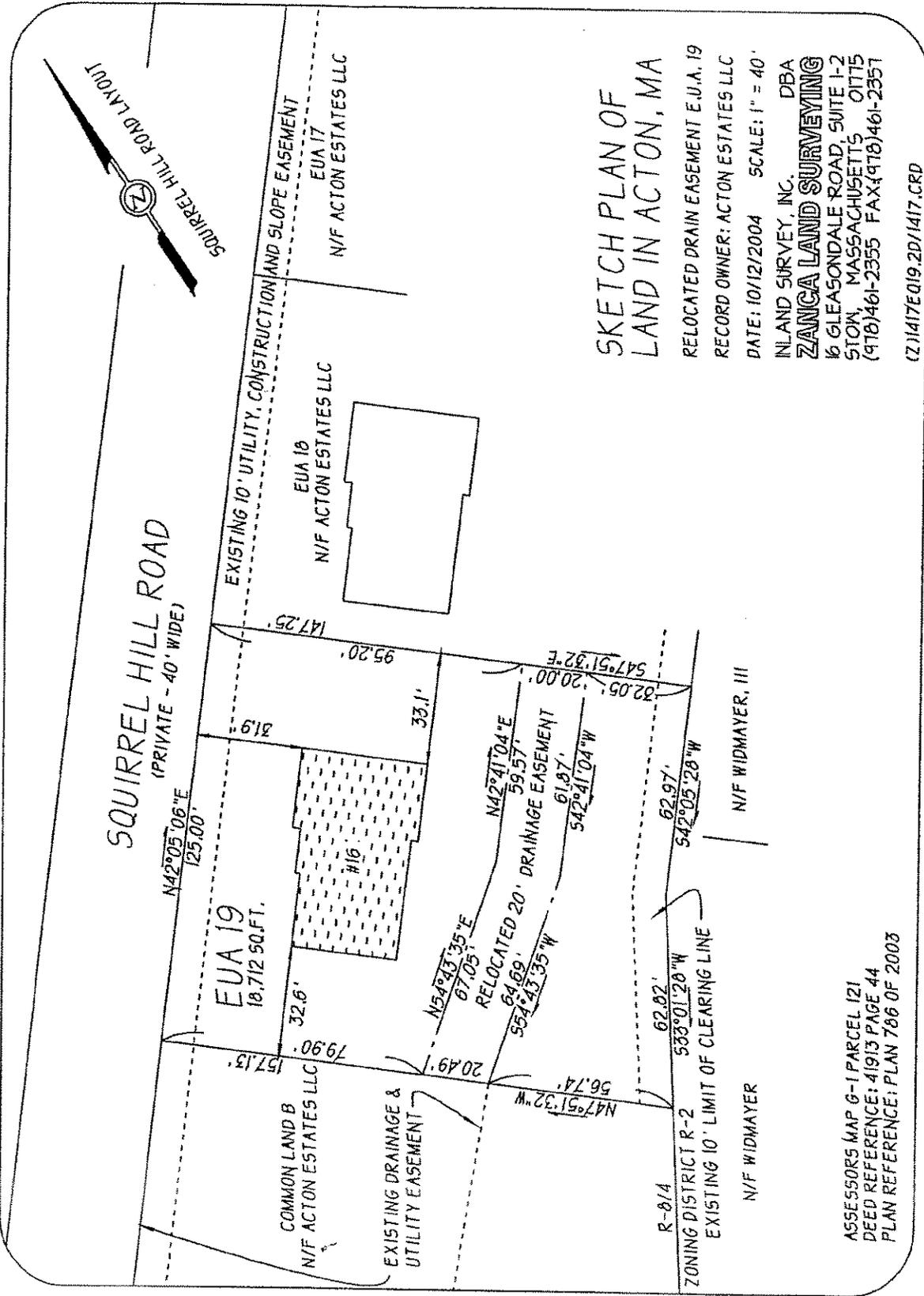
Also, the Highway Dept received a call yesterday about some construction debris by the guardrail between House #16 & #18. Apparently, there are some drain pipe(s) lying on the ground that need to be removed.

Thank You,  
Corey York  
Wilton Engineering Department

2/14/2007

Sidewalk on Sumner St  
@ Hse #112

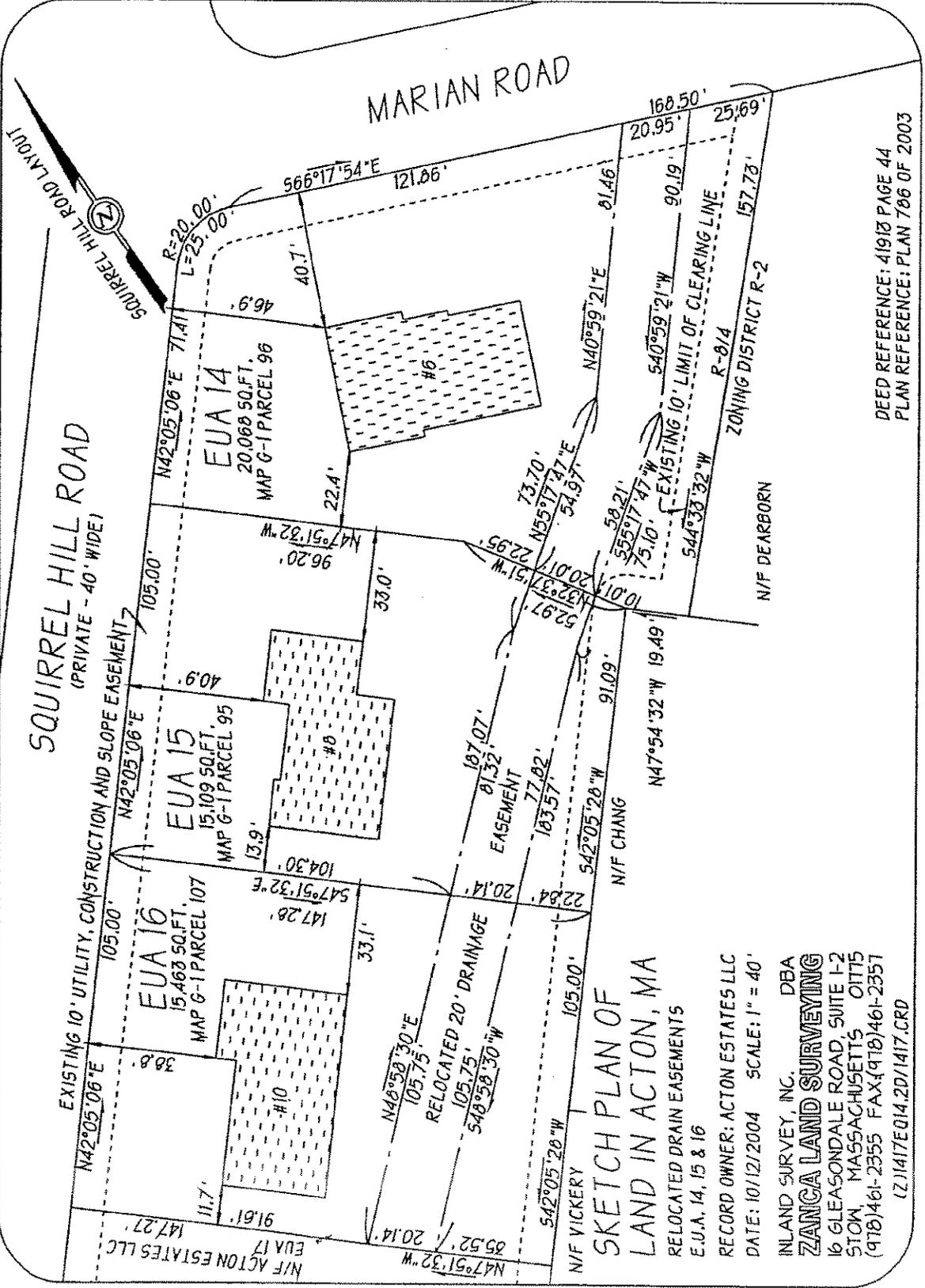




SKETCH PLAN OF  
LAND IN ACTON, MA

RELOCATED DRAIN EASEMENT E.J.A. 19  
 RECORD OWNER: ACTON ESTATES LLC  
 DATE: 10/12/2004 SCALE: 1" = 40'  
 INLAND SURVEY, INC. DBA  
**ZANGA LAND SURVEYING**  
 16 GLEASONDALE ROAD, SUITE 1-2  
 STON, MASSACHUSETTS 01775  
 (978)461-2355 FAX:(978)461-2351  
 (Z)1417E019.2D/1417.CRD

ASSESSORS MAP G-1 PARCEL 121  
 DEED REFERENCE: 41913 PAGE 44  
 PLAN REFERENCE: PLAN 786 OF 2003



SKETCH PLAN OF  
 LAND IN ACTON, MA  
 RELOCATED DRAIN EASEMENTS  
 E.U.A. 14, 15 & 16  
 RECORD OWNER: ACTON ESTATES LLC  
 DATE: 10/12/2004 SCALE: 1" = 40'

INLAND SURVEY, INC. DBA  
**ZANCA LAND SURVEYING**  
 16 GLEASONDALE ROAD, SUITE 1-2  
 STOW MASSACHUSETTS 01155  
 (978)461-2355 FAX:(978)461-2351  
 (Z)1417EQ14.2D/1417.CRD

DEED REFERENCE: 41913 PAGE 44  
 PLAN REFERENCE: PLAN 706 OF 2003

ZONING DISTRICT R-2  
 R-8/4  
 N/F DEARBORN