

**TOWN OF ACTON
SIDEWALK COMMITTEE Meeting
MINUTES OF December 19, 2007 MEETING**

7:30 p.m.

Memorial Library Meeting Room

Next Committee Meeting: Wed, January 16th 7:30 - 9:30 Memorial Library, Meeting Room (Downstairs)

Present: Paulina Knibbe, Dick Calandrella, Sytske Campbell, Pam Cochrane, Bettina Abe, Kate Chung, Celia Kent, Corrina Roman-Kreuze

Meeting was called to order at 7:31 p.m.

Citizen's Concerns: Two citizens were present, no specific concerns were expressed, citizens did offer comments on process of analyzing needs for sidewalks.

Minutes from November, 2007 meeting were approved.

Construction Updates:

MBTA sent a letter to the Board of Selectmen The MBTA will advance the installation of the sidewalk on Central Street near Idlywilde Farm with an anticipated start work in the spring of 2008.

Main Street Sidewalk: Tree removal is slated to begin on trees that clearly need to be removed. Where sidewalk path is not yet clearly defined, trees will not be removed. Tree removal can only happen when the ground is clear of snow and the ground is hard enough.

Town Hall drive project is completed

Portion of High Street near mall will be done when weather permits.

\$12,000.00 from Pope Road development was put into the general sidewalk fund.

Quail Ridge: Planning Board still in discussion of buffer strip. Maintenance is part of condo association, but questions remain about how driveway length and how that factors into pedestrian use of sidewalk. Sidewalk on Great Road across from Skyline drive is approved, but it is prudent to hold off as changes to the road may be necessary to accommodate traffic from Skyline Drive.

Committee worked through Prioritization Chart (again) and made some changes(again). Sytske Campbell to send out revised Chart.

There was a great deal of discussion about how points are assigned for points of interest, walking room, schools, connectivity the train station, rating for truck traffic and sidewalk gaps. These changes will be captured in the Prioritization Chart.

We re-designed the connectivity section in the following way:

Schools (1 mile radius) - 25 points

Train (1 mile radius) - 5 points

Points of Interest:

0 - 0 points

1 - 3 5 points

4 - 7 10 points

over 7 15 points

Fills in a gap in a sidewalk. (a section of a street that is less than 1/2 mile and that connects to an existing sidewalk).

We agreed to add a section for Commercial Truck traffic.

Commercial Truck Traffic

low - 0 points

high - 5 points

We agreed to add information about the population on the streets. We will include the adult population for the entire street and the student population at the bus stops on the stretch where we are adding sidewalks. This information will be included either in the header or in the notes but will not have points associated with it.

We agreed that we will use actual traffic counts collected by putting the 'your speed is' sign on selected streets later in this process. This data will be used to give us hard data to help distinguish between streets that are highly similar.

Committee looked at streets that came back with scores over 125 for discussion of the Prioritization chart. (Committee members had submitted the results of the charts for the streets in their assigned neighborhood in advance of tonight's meeting.)

Action Item: → Syskske Campbell will send out revised chart.

Action Item: →Paulina Knibbe: To re-send population data and school bus stop data

Action Item: →ALL Evaluate your area, incorporate changes in Prioritization chart, include length of street (ex. Use Map quest) in header, include population data and school stop issue in header. Send these sheets to Paulina on or before January 9th, 2008.

Meeting ended at 9:34PM

Respectfully submitted,
Corrina Roman-Kreuze