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**TOWN OF ACTON  
INTERDEPARTMENTAL COMMUNICATION**

**Date:** September 18, 2003

**To:** Don P. Johnson, Town Manager

**From:** David F. Abbt, Engineering Administrator

*D. Abbt*

**Subject:** Sidewalk Planning Documents

Enclosed are copies of the following sidewalk planning documents from our files:

1. The September 1987 Proposed Sidewalk Master Plan by the Transportation Advisory Committee (the first TAC).
2. The portion of the 1991 Master Plan that dealt with the issue of sidewalks, Figure 6, the small map by VHB, is actually the Sidewalk Master Plan of that period.
3. The portion of the 1998 Master Plan Update that addresses sidewalks, this document refers to the Sidewalk Capital Plan.
4. The FY 03 Five Year Sidewalk Capital Plan (this plan was not updated for FY 04).
5. The Sidewalk Safety Memo Dated October 17, 2002.

I am also including the current Sidewalk Master Plan Map maintained by the Engineering Department. This map shows existing and proposed sidewalks and breaks the proposed sidewalks into those that will be built by the Town and those that will be built by developers with projects in the general area. The sidewalks that are to be built by the Town are taken from the Five-year Capital Plan. We normally update the Capital Plan yearly, and any sidewalks projects that have not been built because of lack of funding, or other problems are rolled ahead to future years, and the order is sometimes adjusted to reflect the relative demand for sidewalks on a particular street or in a neighborhood.

Enclosed also is the Planning Department's "Unbuilt Sidewalks from Approved Subdivisions" list dated 2/6/02. The \$10,000 from Carlton Drive is the money I propose to use for the first phase of the Parker Street Sidewalk, about 400 feet of sidewalk at an estimated \$25.00/foot. You will note that the Planning Department has about \$190,000 in unexpended funds, of which a good portion is available for use in South Acton.

None of the enclosed planning documents mentions sidewalks on the section of Parker Street between High Street and the Maynard town line, except possibly the sidewalk safety plan. However, in all honesty, the section of Parker Street referred to in this plan is more likely the section of Parker Street from High Street to School Street. Therefore, the Parker Street sidewalk proposal described in my memo of August 15, 2003 would be a new addition to the plan.