

**Lisa Tomyl**

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**From:** Dean Charter  
**Sent:** Monday, June 16, 2014 3:10 PM  
**To:** Manager Department  
**Cc:** Corey York; Andrea Ristine  
**Subject:** Streetlight on Minot Ave.  
**Attachments:** Minot Ave. crosswalk commnets.pdf

In addition to the three streetlight location requests made earlier, (Great Road at Acorn Park, Mass. Ave at Knowlton Drive, and Woodbury Lane at Town Hall), I would like to request approval for one more light, to be located on Minot Avenue at the crosswalk by the rear walkway at Conant School. I have attached the proposal from WMLP, comments from Police and Fire, and an email from the Public Works Director showing interest in the light from the Conant School Principal. The Public Works Director is attempting to get permission from the Schools to extend the overhead wire to power this light over what is about to become Regional property. This work would be at no cost to the Region.

Regards,,

Dean A. Charter, MCA, MCPPO  
Municipal Properties Director

## Dean Charter

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**From:** Corey York  
**Sent:** Tuesday, June 10, 2014 4:59 PM  
**To:** JD Head; JD Head  
**Cc:** 'Dsugrue@mail.ab.mec.edu'  
**Subject:** FW: Minot Ave - Conant School Crosswalk  
**Attachments:** Minot Avenue Street Light Proposal.pdf

I wanted to follow-up on the project below. In speaking with the contractor, we obtained the attached quote to perform this work. The Town would like to furnish and install the new lighting at the Conant School crosswalk on Minot Ave as part of the ongoing sidewalk construction. The new sidewalks and crosswalk lighting were recommended in the Road Safety Audit for Taylor and Minot Ave. We are asking for permission to allow the crew to hook-up the power to the lights along the school walkway in the field. The Town plans to have NStar assign the fixed flat rate for the electrical usage for this light onto the Town utility bill for street lights.

I wanted to speak with you about permission to allow this work to take place on School Property. When you have a chance can you please call or email me any questions, comments or concerns.

*Thank You,  
Corey York, DPW Director / Town Engineer*

*472 Main Street  
Acton, MA 01720  
(978) 929-6630 tele  
(978) 929-6340 fax*

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**From:** Corey York  
**Sent:** Wednesday, April 23, 2014 9:02 AM  
**To:** JD Head  
**Subject:** Fwd: Minot Ave - Conant School Crosswalk

Good morning.

When you have a chance I wanted to talk with you about the project below.

Begin forwarded message:

**From:** Damian Sugrue <[dsugrue@abschools.org](mailto:dsugrue@abschools.org)>  
**Date:** April 17, 2014 at 12:13:36 PM EDT  
**To:** Corey York <[cyork@acton-ma.gov](mailto:cyork@acton-ma.gov)>  
**Subject:** Re: FW: Minot Ave - Conant School Crosswalk

Hi Corey,

I would be in support of adding that light. We are thrilled to see the sidewalks being built. Thank you very much for that. I would suggest getting the go ahead from JD Head, the director of facilities as well for the light question. His email is [jdhead@abschools.org](mailto:jdhead@abschools.org), just to be sure.

Thanks!

Damian Sugrue

On Thu, Apr 17, 2014 at 11:59 AM, Corey York <[cyork@acton-ma.gov](mailto:cyork@acton-ma.gov)> wrote:

Good Morning,

I had been previously working with Mrs Price regarding pedestrian safety in/around the Conant School. I wanted to reach out in regards to our progress and a possible upcoming project and get your thoughts. The Town, members of the Conant School and residents participated in a safety audit of Taylor Road and Minot Ave. In response to those discussions, the Town has been working on sidewalks. Currently, we are constructing a sidewalk on Taylor Road from Main Street to Minot Ave and we will also fill in the section on Minot Ave that will connect to the crosswalk at the Conant School. Another issue that I would like to address at the crosswalk relates to visibility. Concerns were raised about visibility of school children at this crosswalk during darker times of the day. We were asked to look into adding a light at this crosswalk. Upon further evaluation, we've noted the preferable option seems to be connecting a new light to the lights along the walk across the field to the school. I wanted to ask for your thoughts about allowing us to connect an additional light along the school walk by Minot Ave that could also illuminate the crosswalk and improve safety at this location. The Town would handle the installation of the new pole and the light fixture.

If you have any questions, comments or concerns, please let me know.

*Thank You,  
Corey York, DPW Director / Town Engineer*

*472 Main Street  
Acton, MA 01720  
(978) 929-6630 tele  
(978) 929-6340 fax*

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Damian J. Sugrue  
Principal  
Luther Conant School  
<http://conant.ab.mec.edu/>  
Phone: 978-266-2550  
Fax: 978-266-2509

## Dean Charter

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**From:** Patrick Futterer  
**Sent:** Friday, June 13, 2014 4:07 PM  
**To:** Dean Charter  
**Subject:** Re: proposed new streetlight

I am in favor of the location of the new street light for safety reasons.

Respectfully,  
Patrick J Futterer EFO, CFI  
Fire Chief  
Acton, MA

Sent from my iPhone please excuse any misspelled words due to this coming from my I phone.

On Jun 13, 2014, at 1:37 PM, "Dean Charter" <[dcharter@acton-ma.gov](mailto:dcharter@acton-ma.gov)> wrote:

The Public Works Director has recommended that a new streetlight be installed on Minot Avenue over the crosswalk that goes from the sidewalk to the walkway into the Conant School. He feels that this might enhance safety in low light situations.

In keeping with the Board of Selectmen Policy, I am soliciting comments from Police and Fire on this safety issue. Once I have your comments I will forward this along to the BOS for action.

Thanks

Dean

## **Dean Charter**

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**From:** Frank Widmayer  
**Sent:** Friday, June 13, 2014 4:04 PM  
**To:** Dean Charter; Patrick Futterer  
**Cc:** Corey York  
**Subject:** RE: proposed new streetlight

I am in favor of that new streetlight.

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**From:** Dean Charter  
**Sent:** Friday, June 13, 2014 1:38 PM  
**To:** Frank Widmayer; Patrick Futterer  
**Cc:** Corey York  
**Subject:** proposed new streetlight

The Public Works Director has recommended that a new streetlight be installed on Minot Avenue over the crosswalk that goes from the sidewalk to the walkway into the Conant School. He feels that this might enhance safety in low light situations.

In keeping with the Board of Selectmen Policy, I am soliciting comments from Police and Fire on this safety issue. Once I have your comments I will forward this along to the BOS for action.

Thanks

Dean

**WELLESLEY MUNICIPAL LIGHT PLANT**



**MEMO**

**To: Dean Charter**

**From: Kevin Bracken, Trevor P. Criswell**

**Date: June 9, 2014**

**Re: Minot Avenue Street Light Proposal**

The Town of Acton ("Town") has asked Wellesley Municipal Light Plant ("WMLP") to provide an estimate for the installation of a utility pole and streetlight on Minot Avenue behind the Conant School. The best location for the pole is in the Town's right-of-way on the school side of the street. The Town's preference is a 51-watt LED fixture; power will be provided by splicing electric wire off an existing utility pole approximately 125 feet from the proposed location with NSTAR making the final connection. To illuminate crosswalks in Wellesley, the WMLP typically installs a 35-foot wooden pole with arms ranging between 4 and 8 feet.

Attached is a cost estimate for installation and estimated annual energy use and cost.

Attachment

Minot Avenue Street Light Cost Estimate

Project Cost

Quantity	Material	Unit Cost	Total Cost
1	35FT Pole	\$ 325.00	\$ 325.00
1	Streetlight Arm - 6' X 2"	\$ 102.14	\$ 102.14
1	51 Watt LED	\$ 181.00	\$ 181.00
125'	Cable - #4 - 3/C Aluminum Tri S/C OH	\$ 0.70	\$ 87.50
25'	Wire - #12 - 2/C UF with Ground	\$ 0.36	\$ 9.00
<b>Total Material Cost</b>			<b>\$ 704.64</b>

Quantity	Description	Rate	Total
16	Man hours	\$ 87.00	\$ 1,392.00
8	Truck hours	\$ 30.00	\$ 240.00
<b>Total Labor Costs</b>			<b>\$ 1,632.00</b>

<b>Total Project Costs</b>			<b>\$ 2,336.64</b>
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Annual Energy Cost

Watts	Hours on per day	\$/kWh	Cost per day	Annual Cost
51	13	\$ 0.128	\$ 0.0846	\$ 30.90

**Assumptions:**

\*Street Light Rate: \$0.12762/kWh

\*Average hours on: 13 (15 hours during winter months, 9 hours during summer months)

## Lisa Tomyl

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**From:** Dean Charter  
**Sent:** Friday, June 13, 2014 1:21 PM  
**To:** Lisa Tomyl  
**Cc:** Corey York  
**Subject:** FW: request for additional streetlights  
**Attachments:** Acorn, Knowlton, Woodbury.pdf

Is this on an upcoming agenda?

Thanks

Dean

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**From:** Dean Charter  
**Sent:** Thursday, May 22, 2014 3:17 PM  
**To:** Manager Department  
**Cc:** Andrea Ristine; Pamela Cady; Corey York; Frank Widmayer; Patrick Futterer  
**Subject:** request for additional streetlights

Greetings,

Per the Board of Selectman's Policy regarding new streetlights, I submit the following:

The Public Works Director and I have inspected several locations over potential crosswalks that would benefit from new streetlights. The cost for the new lights to be furnished and installed would be around \$1,100 each, plus a hook-up fee to NSTAR of \$250.00 each, plus a cost of around \$80.00 per year for power and maintenance. The initial install cost would come from the highway Department budget, and the hook-up cost and annual maintenance would come from the Municipal Properties budget. The new lights would be 51 watt LED (the same as were recently installed along Great Road).

The locations are:

Great Road at Acorn Park Drive

Massachusetts Avenue at Knowlton Drive

Woodbury Lane between the Town Hall and the Municipal Properties office.

I have attached recommendations from Police and Fire and comments from WMLP that the locations are feasible for the installation.

If this gets approved quickly I would hope to have the lights up and operational by the time school starts in the fall. The protocol is that the Board votes to approve all additional streetlights.

Regards,

Dean A. Charter, MCA, MCPPO  
Municipal Properties Director

## Dean Charter

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**From:** Corey York  
**Sent:** Wednesday, April 23, 2014 8:58 AM  
**To:** Dean Charter  
**Cc:** Karen Switzer-Neff  
**Subject:** Fwd: possible new streetlights in Acton

We can create a PO for Wellesley light. I'll assume about \$1100 per location.

Thanks  
Corey

Begin forwarded message:

**From:** "Bracken, Kevin" <[kbracken@wellesleyma.gov](mailto:kbracken@wellesleyma.gov)>  
**Date:** April 23, 2014 at 8:54:59 AM EDT  
**To:** Dean Charter <[dcharter@acton-ma.gov](mailto:dcharter@acton-ma.gov)>, "Verner, Jim" <[jverner@wellesleyma.gov](mailto:jverner@wellesleyma.gov)>  
**Cc:** Corey York <[cyork@acton-ma.gov](mailto:cyork@acton-ma.gov)>  
**Subject:** RE: possible new streetlights in Acton

Dean,

We have looked at these locations and are good to go. Let us know what you would like us to do.

Thanks,  
Kevin

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**From:** Dean Charter [<mailto:dcharter@acton-ma.gov>]  
**Sent:** Thursday, April 17, 2014 2:02 PM  
**To:** Verner, Jim; Bracken, Kevin  
**Cc:** Corey York  
**Subject:** possible new streetlights in Acton

Greetings,

We are considering installing some new streetlights over crosswalks.

Could you take a look at the following locations and let me know if it is feasible to install lights on

these poles?

Great Road at Acorn Park Drive pole 144

Massachusetts Avenue at Knowlton Drive, pole 56

Wood Lane between Town Hall & Red House pole 62/1

Thanks

**Dean Charter**

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**From:** Patrick Futterer  
**Sent:** Wednesday, May 21, 2014 1:28 PM  
**To:** Dean Charter  
**Subject:** Street Lights

Okay My mistake, I sent an email stating I was out of the office and would get back to you and I did not. So;

The area at Woodbury Lane and Town Hall near the new walkway to the rear of 468 Main could have a street light.

Great Road at Acorn Drive where it crosses Harris would also benefit from a street light.

Mass Ave at Knowlton could also use a street light.

In the interest of public safety all three areas would benefit from a street light being installed.

Sorry for the late response.

Respectfully,

Patrick J. Futterer, EFO, CFI  
Fire Chief  
Acton, MA 01720  
Phone: 978-929-7411  
Fax: 978-266-2885



To: Dean Charter

From: Detective Chris Prehl

Subject: Street Lights

Date: May 15, 2014.

I would recommend the placement of Street lights at the following locations:

Great Road at Acorn Park Drive.

Massachusetts Ave at Knowlton Drive.

Woodbury Lane in the area of the new side walk to the rear of 468 Main ST.

All of these areas receive pedestrian foot traffic during the evening and night time and the addition of street lights would be a welcomed additional safety feature for both motorist and pedestrians in these areas.

Christopher N. Prehl  
Detective/ Safety Officer  
Acton Police Department.



Town of Acton  
472 Main Street  
Acton, Massachusetts 01720

# Purchase Order

Fiscal Year 2014

Page 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20142670-00**

Sales Tax Exempt Number 04-6001062

Vendor

TOWN OF WELLESLEY  
4 MUNICIPAL WAY  
WELLESLEY HILLS, MA 02481-2431

Ship To

HIGHWAY  
TOWN OF ACTON  
14 FOREST ROAD  
ACTON, MA 01720

See reverse side for our Terms & Conditions of purchase.

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference	
				20143024			
Date Ordered	Vendor Number	Date Required	Freight Method/Terms		Department/Location		
05/05/14	015381				HIGHWAY		
Item #	Description/Part Number			Unit/Qty	Cost Each	Extended Price	
001	Streetlights installed over crosswalks @ \$1100 per location. Great Rd @ Acton Park Dr Mass Ave @ Knowlton Dr Wood Ln between Town Hall & Red House 01425-586100			1.00 Each	3300.00000	3,300.00	
						3,300.00	
					PO Total	3,300.00	

I certify that the expenditure contemplated by this document is within the purpose of the budget accounts to which it is to be charged, and that there is an unencumbered balance of available funds, in said budget, to pay therefor.

Approved

Approved

Department Manager  
*Stephen A. Bennett* CPA  
Finance Director

Approved

*[Signature]*  
Town Manager

Vendor Copy