

Street name: High Street

Section of street from: #30 to: #46 Distance (in tenths of a mile): 500 Feet

Population (stats for over 17): 202 (for all of High St) # of bus stops: # of children using bus stops:

Completed by: Sytske Campbell

Need total: 100 Viability total: 10 Total score: 110

Acton Sidewalk Prioritization Rating Chart

1. Need

| | <i>Points available</i> | <i>Points awarded</i> |
|--|---|-----------------------|
| A. Road Type | | |
| 1. Arterial (8,000vpd) (from Master Plan) | 50 | |
| 2. Collector Street (2000vpd to 8,000 vpd) (from Master Plan) | 25 | 25 |
| 3. Local Street (< 2000vpd) (From Master Plan) | 0 | |
| B. Walking Room (pedestrian is able to move off road into safety when necessary) | | |
| There now exists for 10 feet or more of the section: less than 2 feet off edge of pavement or behind the fog line | 20 | 20 |
| less than 4 feet off the edge of pavement or behind the fog line | 10 | |
| more than 4 feet off the edge of pavement or behind the fog line | 0 | |
| C. Sight Distances | | |
| Road geometry (horizontal or vertical) prohibits adequate sight distances for driver to see pedestrian for the posted speed | 0, 5, or 10 | 10 |
| D. Traffic Speed (posted speed) | | |
| 1. 40mph or higher | 20 | |
| 2. 30mph or higher | 10 | 10 |
| 3. Less than 30mph | 0 | |
| E. Commercial Truck Traffic on collector streets only | Low = 0 High = 5 | 5 |
| F. Railroad Crossing | 10 | |
| G. Connectivity | | |
| 1. Schools (1 mile radius) | 25 | |
| 2. Trains (1mile radius) | 10 | 10 |
| 3. Links to points of interest within 1 mile of street midpoint (i.e. parks, post office, shopping, museum, etc.). Assign 1 point per point of interest. | 1-3 = 5 pts 4-7 = 10 pts > 7 = 15 pts | 15 |
| 4. Fills in gap in existing sidewalk (a section of street that is less than 1/2 mile in length and connects to sidewalk on either end of gap on this street, not connecting street). | 5 | 5 |

Need Total: 100

Street name: High Street

Section of street from: #30 to: #46 Distance (in tenths of a mile): 500 ft

Population (stats for over 17): 202 (for all of High St) # of bus stops: # of children using bus stops:

Completed by: Sytske Campbell

Need total: 100 Viability total: 10 Total score: 110

2. Viability

| | <i>Points available</i> | <i>Points awarded</i> |
|---|-------------------------|-----------------------|
| A. Neighborhood support | | |
| 1. Neighborhood/abutter support | 0 to 10 | 10 |
| 2. Neighborhood/abutter objection | 0 to -10 | |
| B. Costs | | |
| 1. Developer commitment in place | Yes/No | no |
| 2. Private grants/trusts | | no |
| 3. Existing sidewalk funds available (restricted to South Acton) | amount | \$16844 |
| C. Construction Costs | | |
| 1. Base cost per foot $\$22,535/500 =$ | 500 ft. | \$45.07 |
| 2. Additional Cost Item (RSMeans sitework cost data) | | \$162,404 |
| 3. Additional Cost Item | | |
| Final Cost Per Foot | | \$369.88 |
| Total Cost | | \$184,939 |
| D. Legal requirements | | |
| 1. All work for the sidewalk is within the Town's Right of Way. No easements required. | 20 | |
| 2. Some of the work will require easements from abutters. All abutters agree to give easements. | 10 | 10 |
| 3. Some of the work will require easements from abutters. Abutters will not give required easements. Hostile land takings required. | -20 | |
| 4. Scenic road (according to Acton Bylaws, Chapter J Scenic Road Bylaw) | Yes/No | Yes |
| E. Environmental considerations | | |
| 1. Requires healthy tree removal. | Range 0 to -20 | -10 |
| 2. Wetlands | -10 | |

Viability total: 10

Notes:

Street name: High Street

Section of street from: #30 to: #46 Distance (in tenths of a mile): 500 ft

Population (stats for over 17): 202 (for all of High St) # of bus stops: # of children using bus stops:

Completed by: Sytske Campbell

Need total: 100 Viability total: 10 Total score: 110

- Points of interest:
 - Faulkner Homestead
 - Train Station
 - South Acton Center
 - South Acton Congregational Church
 - Senior Center
 - Jones Field/playground
 - Erickson's Grain Mill

- Population: 202 (census for all of High Street)

- Posted speed vs. actual speed: posted speed is 30 mph, however a town speed monitor determined that most vehicles travel above this speed.
- Estimated cost for 2008 is \$184,939

Other:

- Installing a sidewalk would link the sidewalk currently being constructed (from Main Street, Rt. 27 to #30 High Street) by a developer to a section of sidewalk on High Street that begins after #46 High Street. This would provide a good stretch of sidewalk leading to the train station and South Acton Center for many High Street residents and neighborhoods on connecting streets.
- This section of High Street has a steep grade and dangerous curve with little to no access to safety for pedestrians, especially in poor weather. During heavy traffic hours, this point of the street backs up as cars wait to join Route 27, which makes walking more difficult.
- The Town of Concord recently gave approval for a 40B development on Old Sudbury Road with potentially more than 300 units. This development will cause an increase in traffic for people using the train station and points North and West of Acton.

Street name: High Street
 Section of street from: #77 to: Parker Street Distance (in tenths of a mile): .75 mile
 Population (stats for over 17): 202 (for all of High St) # of bus stops: 26 # of children using bus stops: 76
 Completed by: Sytske Campbell
 Need total: 95 Viability total: 0 Total score: 95

Acton Sidewalk Prioritization Rating Chart

1. Need

| | <i>Points available</i> | <i>Points awarded</i> |
|--|---|-----------------------|
| A. Road Type | | |
| 1. Arterial (8,000vpd) (from Master Plan) | 50 | |
| 2. Collector Street (2000vpd to 8,000 vpd) (from Master Plan) | 25 | 25 |
| 3. Local Street (< 2000vpd) (From Master Plan) | 0 | |
| B. Walking Room (pedestrian is able to move off road into safety when necessary) | | |
| There now exists for 10 feet or more of the section: less than 2 feet off edge of pavement or behind the fog line | 20 | 20 |
| less than 4 feet off the edge of pavement or behind the fog line | 10 | |
| more than 4 feet off the edge of pavement or behind the fog line | 0 | |
| C. Sight Distances | | |
| Road geometry (horizontal or vertical) prohibits adequate sight distances for driver to see pedestrian for the posted speed | 0, 5, or 10 | 10 |
| D. Traffic Speed (posted speed) | | |
| 1. 40mph or higher | 20 | |
| 2. 30mph or higher | 10 | 10 |
| 3. Less than 30mph | 0 | |
| E. Commercial Truck Traffic on collector streets only | Low = 0 High = 5 | 5 |
| F. Railroad Crossing | 10 | |
| G. Connectivity | | |
| 1. Schools (1 mile radius) | 25 | |
| 2. Trains (1mile radius) | 10 | 10 |
| 3. Links to points of interest within 1 mile of street midpoint (i.e. parks, post office, shopping, museum, etc.). Assign 1 point per point of interest. | 1-3 = 5 pts 4-7 = 10 pts > 7 = 15 pts | 15 |
| 4. Fills in gap in existing sidewalk (a section of street that is less than 1/2 mile in length and connects to sidewalk on either end of gap on this street, not connecting street). | 5 | |

Need Total: 95

Street name: High Street

Section of street from: #77 to: Parker Street Distance (in tenths of a mile): .75 mile (4,275 feet)

Population (stats for over 17): 202 (for all of High Street) # of bus stops: 26 # of children using bus stops: 76

Completed by: Sytske Campbell

Need total: 95 Viability total: 0 Total score: 95

2. Viability

| | <i>Points available</i> | <i>Points awarded</i> |
|---|-------------------------|-----------------------|
| A. Neighborhood support | | |
| 1. Neighborhood/abutter support | 0 to 10 | 10 |
| 2. Neighborhood/abutter objection | 0 to -10 | |
| B. Costs | | |
| 1. Developer commitment in place | Yes/No | no |
| 2. Private grants/trusts | | |
| 3. Existing sidewalk funds available | amount | |
| C. Construction Costs | | |
| 1. Base cost per foot \$192,674/4,275 ft = | 4275 ft. | \$45.07 |
| 2. Additional Cost Item (RSMMeans sitework cost data) | | \$596,159 |
| 3. Additional Cost Item | | |
| Final Cost per Foot | | \$184.52 |
| Total Cost | | \$788,833 |
| D. Legal requirements | | |
| 1. All work for the sidewalk is within the Town's Right of Way. No easements required. | 20 | |
| 2. Some of the work will require easements from abutters. All abutters agree to give easements. | 10 | 10 |
| 3. Some of the work will require easements from abutters. Abutters will not give required easements. Hostile land takings required. | -20 | |
| 4. Scenic road (according to Acton Bylaws, Chapter J Scenic Road Bylaw) | Yes/No | Yes |
| E. Environmental considerations | | |
| 1. Requires healthy tree removal. | Range 0 to -20 | -20 |
| 2. Wetlands | -10 | |

Viability total: 0

Notes:

Street name: High Street

Section of street from: #77 to: Parker Street Distance (in tenths of a mile): .75 mile (4,275 feet)

Population (stats for over 17): 202 (for all of High Street) # of bus stops: 26 # of children using bus stops: 76

Completed by: Sytske Campbell

Need total: 95 Viability total: 0 Total score: 95

- Points of interest:
 - Stop and Shop/Dunkin' Donuts plaza.
 - Acton Senior Center
 - Faulkner Homestead
 - Pratt's Brook
 - Pine Hawk archeological site
 - Prescott Interiors/Tanning Salon
 - Moscarello's
 - Benjamin Moore Paint Store
 - Gathering Kitchen/Concord Rental/Concord Social Services
- Population: 202 for all of High Street
- Posted speed vs. actual speed: posted speed is 30 mph, however a town speed monitor determined that most vehicles travel above this speed.
- Total estimated cost is: \$788,833

Other:

- High Street is used by many business trucks and other vehicles. A recent traffic study determined 5000 vpd use this street, the majority of which surpassed the speed limit.
- This section has several curves in the street which obscure sight distance, making use of the road by pedestrians and school children very dangerous. For example, there is a bus stop at Hatch and Valley Roads, not far from a sharp curve in the road. The sight distance is poor for oncoming traffic and has posed many threats for children crossing the street for bus pick-up and drop-off.
- In addition, there is very little walking room for pedestrians to escape due to stone walls and natural rises close to the road.
- The train station on Central Street is within a one mile radius. Many people walk or would like to walk to the train with the aid of a sidewalk. In addition, the South Acton Station is the largest commuter railway station inside Rt.128. Any emergency (medical or criminal) trains are directed to this station.
- There are approximately six blind driveways on the North side of High Street around the dangerous curve. Adding a sidewalk will create more visibility for cars traveling on High Street and decrease the danger of residents leaving their driveways.
- The Town of Concord recently gave approval for a 40B development on Old Sudbury Road with potentially more than 300 units. This development will cause an increase in traffic for people using the train station and traveling to Route 2W.

| TOWN OF ACTON, MASSACHUSETTS | | | | | | | | | | | |
|--------------------------------------|------|-----|-----------|-----------|-------------|-----------|-----------|----------|---------|-----------|-------|
| SPECIAL REVENUE FUNDS ANALYSIS | | | | | | | | | | | |
| FISCAL YEAR ENDING JUNE 2011 | | | | | | | | | | | |
| | | | BEGINNING | | | | J/E | J/E | | ENDING | PROOF |
| DEC FY11 | | | BALANCE | STATUTORY | EXPEND | REVENUES | ADJUSTMTS | WARRANTS | AA | BALANCE | |
| | DEPT | | (DEBIT) | EXPENSE | (DEBITS) | (CREDITS) | | PAYABLE | PAYMENT | (DEBIT) | PROOF |
| | | | | | | | | | | 75,003.84 | PROOF |
| CHAPTER 44 S 53 G OUTSIDE CONSULTANT | 2999 | 123 | 0.00 | | (14,370.00) | 14,370.00 | | | | 0.00 | |
| FUND SERIES 3000 | | | | | | | | | | | |
| ENV PROJ ENFORCEMENT | 3001 | 122 | 18,179.88 | | | | | | | 18,179.88 | |
| WATER DISTRICT | 3002 | 122 | 24,000.00 | | | | | | | 24,000.00 | |
| LALLI - PUBLIC SAFETY PERSONNEL | 3003 | 123 | 5,000.00 | | | | | | | 5,000.00 | |
| AUDUBON HILL | 3004 | 122 | 76,013.27 | | | | | | | 76,013.27 | |
| CELLULAR ONE | 3005 | 122 | 14,656.65 | | | | | | | 14,656.65 | |
| COMMUNITY COMM | 3006 | 122 | 1,180.18 | | | | | | | 1,180.18 | |
| LUNN & SWEENEY-SIDE | 3007 | 122 | 6,675.00 | | | | | | | 6,675.00 | |
| MOBIL ONE-MAIN/PROSPCT | 3008 | 122 | 10,000.00 | | | | | | | 10,000.00 | |
| NEAR VIEW SIDEWALKS | 3009 | 122 | 346.87 | | | | | | | 346.87 | |
| IDYLWILDE FARM SIDEWALKS | 3010 | 122 | 5,000.00 | | | | | | | 5,000.00 | |
| SPRINT-PROSPECT ST SIDEWALK | 3011 | 410 | 0.00 | | | | | | | 0.00 | |
| HAARTZ-MAIN/HAYWARD INTER | 3012 | 122 | 1,640.89 | | | | | | | 1,640.89 | |
| SIDEWALKS: 982 MAIN ST | 3013 | 122 | 679.35 | | | | | | | 679.35 | |
| COUNCIL ON AGING | 3014 | 541 | 1.82 | | | | | | | 1.82 | |
| NORTHSTAR TECH: TRAF LIGHT | 3015 | 172 | 371.00 | | | | | | | 371.00 | |
| AT&T WIRE MAIN ST SIDEWALK | 3016 | 410 | 20,220.00 | | | | | | | 20,220.00 | |
| NORTH ACTON SIDEWALKS - AT&T | 3017 | 410 | 22,000.00 | | | | | | | 22,000.00 | |
| NEW VIEW AFFORD HOUSING | 3018 | 172 | 29,719.10 | | | | | | | 29,719.10 | |
| LUPINE PATH SIDEWALKS | 3019 | 410 | 3,750.00 | | | | | | | 3,750.00 | |
| TUPELO PLACE SIDEWALKS | 3020 | 410 | 144.98 | | | | | | | 144.98 | |
| JESS DRIVE SIDEWALKS | 3022 | 410 | 2,670.00 | | | | | | | 2,670.00 | |
| CINDY WAY SIDEWALKS | 3023 | 410 | 112.02 | | | | | | | 112.02 | |
| ANDREW DRIVE SIDEWALK | 3024 | 410 | 4,110.00 | | | | | | | 4,110.00 | |
| VOICESTREAM 30-36 KNOX TR | 3025 | 410 | 6,720.00 | | | | | | | 6,720.00 | |
| VOICESTREAM WIRE 533 MAIN | 3026 | 410 | 20,220.00 | | | | | | | 20,220.00 | |
| ASST LOCAL FAMILY | 3027 | 410 | 0.00 | | | | | | | 0.00 | |
| CONQUEST WAY SIDEWALK | 3028 | 410 | 6,600.00 | | | | | | | 6,600.00 | |
| LOT 118A HIGH STREET | 3029 | 410 | 0.00 | | | | | | | 0.00 | |
| MILL CORNER | 3030 | 410 | 1,106.63 | | | | | | | 1,106.63 | |
| PARMLEY DRIVE | 3031 | 410 | 0.00 | | | | | | | 0.00 | |
| MEM'L LIBRARY FOUNDATION | 3033 | 192 | 961.60 | | | | | | | 961.60 | |
| CITIZENS LIBRARY PAINTING | 3034 | 192 | 0.00 | | | | | | | 0.00 | |
| BLUEBIRD PROJECT | 3035 | 192 | 10.18 | | | | | | | 10.18 | |
| POLICE CHILD SAFETY | 3036 | 210 | 951.40 | | | | | | | 951.40 | |
| TEMP SHELTER | 3037 | 210 | 100.00 | | | | | | | 100.00 | |
| CONCORD AUTO AUCTION | 3038 | 210 | 301.83 | | | | | | | 301.83 | |
| YOUTH SERVICES | 3039 | 210 | 154.28 | | (140.40) | | | | | 13.88 | |
| 866 MAIN ST - SIDEWALK | 3040 | 410 | 50,000.00 | | | | | | | 50,000.00 | |
| POWER RIDGE - SIDEWALK | 3041 | 410 | 3,960.00 | | | | | | | 3,960.00 | |
| ACTON GARAGE SIDEWALK | 3042 | 410 | 4,350.00 | | | | | | | 4,350.00 | |
| EDMOND MCNIFF | 3044 | 220 | 121.41 | | | | | | | 121.41 | |
| DEFIBRILLATOR | 3045 | 220 | 24.93 | | | | | | | 24.93 | |
| LMI TRAFFIC STUDY | 3046 | 410 | 7,500.00 | | | | | | | 7,500.00 | |
| MOBIL-204 MAIN ST | 3047 | 410 | 371.43 | | | | | | | 371.43 | |
| MIDDLESEX SAV-TRAFFIC | 3048 | 410 | 506.05 | | | | | | | 506.05 | |
| CML SIDEWALKS-CONS | 3049 | 410 | 3,600.00 | | | | | | | 3,600.00 | |
| AIS SIDEWALKS - 1 KEEFE | 3050 | 410 | 9,360.00 | | | | | | | 9,360.00 | |

| TOWN OF ACTON, MASSACHUSETTS | | | | | | | | | | | | |
|---|----------|-----------|-----------|-------------|-----------|-----------|----------|----|---------|---------|-----------|-------|
| SPECIAL REVENUE FUNDS ANALYSIS | | | | | | | | | | | | |
| FISCAL YEAR ENDING JUNE 2011 | | | | | | | | | | | | |
| | | BEGINNING | | | | | J/E | | | J/E | ENDING | PROOF |
| DEC FY11 | DEPT | BALANCE | STATUTORY | EXPEND | REVENUES | ADJUSTMTS | WARRANTS | AA | PAYABLE | PAYMENT | BALANCE | |
| | | (DEBIT) | EXPENSE | (DEBITS) | (CREDITS) | | | | | | (DEBIT) | |
| KAMMIARD-SIDEWALKS | 3051 410 | 2,000.00 | | | | | | | | | 2,000.00 | |
| FOREST RIDGE-TRAFFIC SIG | 3052 410 | 2,542.30 | | | | | | | | | 2,542.30 | |
| CIVIL DEFENSE | 3053 291 | 2,600.00 | | | | | | | | | 2,600.00 | |
| DEC RT 2 HIGH ST | 3054 410 | 0.00 | | | | | | | | | 0.00 | |
| CONSERVATION TRAIL GUIDE | 3055 550 | 0.00 | | | | | | | | | 0.00 | |
| SCHOOL ST SIDEWALK | 3056 410 | 1,179.00 | | | | | | | | | 1,179.00 | |
| NURSING SERVICE | 3057 512 | 846.68 | | | 775.00 | | | | | | 1,621.68 | |
| HEALTH RISK SURVEY | 3058 512 | 142.13 | | | | | | | | | 142.13 | |
| FRIENDS OF THE COA | 3059 541 | 2,158.22 | | (147.74) | | | | | | | 2,010.48 | |
| SENIOR WORK PROGRAM | 3060 122 | 0.00 | | | | | | | | | 0.00 | |
| COMM ON DISABILITY | 3061 549 | 1,049.47 | | | | | | | | | 1,049.47 | |
| AID/ELDERLY/DISABLED TAX | 3062 122 | 7,939.33 | | | 1,550.00 | | | | | | 9,489.33 | |
| CONCORD CORP BANK GIFT | 3063 550 | 2,328.92 | | | | | | | | | 2,328.92 | |
| CLARK/HOOPGOOD DECORATIONS | 3064 550 | 300.00 | | | | | | | | | 300.00 | |
| NEW TRAIL GUIDES | 3065 550 | 6,337.70 | | | | | | | | | 6,337.70 | |
| MEMORIAL LIBRARY GIFT | 3066 610 | 20,087.65 | | (10,319.02) | 15,804.82 | | | | | | 25,573.45 | |
| CITIZENS LIBRARY GIFT | 3067 611 | 32,882.20 | | (2,228.57) | 2,500.00 | | | | | | 33,153.63 | |
| NO ACTON RECREATION PARK | 3068 620 | 550.98 | | | | | | | | | 550.98 | |
| GARDNER FIELD EQUIPMENT | 3069 620 | 500.00 | | | | | | | | | 500.00 | |
| NARA TREE PLANTING FY01 | 3070 550 | 476.60 | | | | | | | | | 476.60 | |
| NARA TREE PLAQUE | 3071 550 | 57.09 | | | | | | | | | 57.09 | |
| SCHOLARSHIP FUND BEACH | 3072 620 | 122.00 | | | | | | | | | 122.00 | |
| SCHOLARSHIP FUND CAMP | 3073 620 | 10.00 | | | | | | | | | 10.00 | |
| LIONS CLUB | 3074 550 | 67.47 | | | | | | | | | 67.47 | |
| ADESA GIFT-RECREATION | 3075 620 | 464.49 | | | | | | | | | 464.49 | |
| ACTON GARDEN CLUB | 3076 620 | 1,139.68 | | | | | | | | | 1,139.68 | |
| MEMORIAL DAY PARADE | 3077 660 | 152.75 | | | | | | | | | 152.75 | |
| SUPPLEMENTAL ENVIROMENTAL PJT (QUAIL RIDGE) | 3078 512 | 20,433.98 | | | | | | | | | 20,433.98 | |
| FIREWORKS GIFT | 3079 620 | 0.00 | | | | | | | | | 0.00 | |
| PRO FORMA FOR 520 MAIN STREET | 3080 251 | 5,000.00 | | | | | | | | | 5,000.00 | |
| ALLARD MGMT OPTICOM | 3081 122 | 2,800.00 | | | | | | | | | 2,800.00 | |
| GREAT ROAD 180-182 GIFT | 3082 251 | 10,000.00 | | | | | | | | | 10,000.00 | |
| COMMUNITY PRESERV. ACT | 3083 173 | 550.49 | | | | | | | | | 550.49 | |
| BENTLEY BUILDERS | 3084 172 | 0.00 | | | | | | | | | 0.00 | |
| SCHOOL ST SEEDING | 3085 172 | 0.00 | | | | | | | | | 0.00 | |
| TREE PLANTING | 3086 192 | 2,172.43 | | | | | | | | | 2,172.43 | |
| 52 KNOX TRAIL (FOSTER) | 3087 410 | 3,160.00 | | | | | | | | | 3,160.00 | |
| ESTERBROOK RD-SIDEWALK | 3088 410 | 9,750.00 | | | | | | | | | 9,750.00 | |
| WR GRACE MORATORIUM GIFT | 3089 512 | 0.00 | | | | | | | | | 0.00 | |
| NEXTEL COMM PLAN 00-12 | 3090 410 | 7,500.00 | | | | | | | | | 7,500.00 | |
| CELEBRATIONS | 3091 660 | 0.00 | | | | | | | | | 0.00 | |
| WILL HOLE (KIOSK) CONSERVATION | 3092 550 | 0.00 | | | | | | | | | 0.00 | |
| HELIPORT PROJECT GIFT | 3093 192 | 743.10 | | | | | | | | | 743.10 | |
| ELIZABETH WHITE GIFT FUND | 3094 123 | 10.00 | | | | | | | | | 10.00 | |
| FIRE DEPARTMENT AUXILLARY | 3095 220 | 50.00 | | | | | | | | | 50.00 | |
| ROSENZWIEG LIFE SAVING EQT POL | 3096 210 | 1,000.00 | | | | | | | | | 1,000.00 | |
| ROSENZWIEG LIFE SAVING EQT FIRE | 3097 220 | 5.00 | | | | | | | | | 5.00 | |
| GREAT HILL CONSERVATION AREA (TINKER) | 3098 550 | 525.00 | | | | | | | | | 525.00 | |
| 498 GRT RD INTEGRITY BLDG DESIGN | 3099 410 | 3,000.00 | | | | | | | | | 3,000.00 | |
| PUBLIC SAFETY FACILTY FLAGPOLE | 3100 192 | 0.00 | | | | | | | | | 0.00 | |
| PRESERVATION ANTIQUE FIRE APP | 3101 220 | 3.19 | | | | | | | | | 3.19 | |
| BELLOWS FARM | 3102 420 | 0.00 | | | | | | | | | 0.00 | |
| WYNDCLIFF DRIVE (PLOWING PRIVATE WAYS) | 3103 420 | 0.00 | | | 2,437.50 | | | | | | 2,437.50 | |
| AUDUBON DRIVE (PLOWING PRIVATE WAYS) | 3104 420 | 0.00 | | | | | | | | | 0.00 | |
| DRUMMER ROAD (PLOWING PRIVATE WAYS) | 3105 420 | 0.00 | | | | | | | | | 0.00 | |

| TOWN OF ACTON, MASSACHUSETTS | | | | | | | | | | | | |
|--|----------|---------------------|-----------|--------------------|------------------|-------------|-------------|-----------|-------------|---------------------|--------------|-------|
| SPECIAL REVENUE FUNDS ANALYSIS | | | | | | | | | | | | |
| FISCAL YEAR ENDING JUNE 2011 | | | | | | | | | | | | |
| | | BEGINNING | | | | | J/E | | | J/E | ENDING | PROOF |
| DEC FY11 | DEPT | BALANCE | STATUTORY | EXPEND | REVENUES | ADJUSTMTS | WARRANTS | AAI | PAYMENT | BALANCE | | |
| | | (DEBIT) | EXPENSE | (DEBITS) | (CREDITS) | | PAYABLE | | | (DEBIT) | | |
| HERON VIEW ROAD (PLOWING PRIVATE WAYS) | 3106 420 | 0.00 | | | 932.10 | | | | | 932.10 | | |
| WOODLADS AT LAUREL HILL | 3107 251 | 150.00 | | | | | | | | 150.00 | | |
| NASHOBA BROOK CONSERVATION | 3108 550 | 0.00 | | | | | | | | 0.00 | | |
| RECREATION CONCERTS | 3109 620 | 95.50 | | | | | | | | 95.50 | | |
| ARMED FORCES DAY | 3110 123 | 1,000.00 | | | | | | | | 1,000.00 | | |
| PAVING WALKS | 3111 620 | 6,500.00 | | | | | | | | 6,500.00 | | |
| FRANKLIN PLACE PARTNERS LLC | 3112 410 | 2,500.00 | | | | | | | | 2,500.00 | | |
| SIDEWALK MAIN STREET | 3113 410 | 22,981.88 | | | | | | | | 22,981.88 | | |
| NOT YOUR AVERAGE JOES SIDEWALK | 3114 410 | 11,400.00 | | | | | | | | 11,400.00 | | |
| HAARTZ CORPORATION | 3115 210 | 0.00 | | | | | | | | 0.00 | | |
| COA LIONS ELDERBERRIES | 3116 541 | 0.00 | | | | | | | | 0.00 | | |
| JOSEPH A LALLI MERIT AWARD | 3117 123 | 30,415.04 | | | 380.21 | | | | | 30,795.25 | | |
| EMS LAND STEWARDSHIP | 3118 550 | 250.00 | | | | | | | | 250.00 | | |
| FEDEX GROUND ENVIRONMENTAL SER | 3119 512 | 0.00 | | | | | | | | 0.00 | | |
| ROBBINS MILLS AFFORDABLE HOUSING | 3120 172 | 360,000.00 | | (34,954.20) | | | | | | 325,045.80 | | |
| HIGH ST SEWER EXTENSION | 3121 512 | 0.00 | | | | | | | | 0.00 | | |
| 525 MAIN STREET | 3122 251 | 0.00 | | | | | | | | 0.00 | | |
| ELM ST PLAYGROUND GIFT | 3123 620 | 1,235.00 | | | | | | | | 1,235.00 | | |
| KABAKOFF GIFT | 3124 123 | 2,500.00 | | | | | | | | 2,500.00 | | |
| T.J. O'GRADY FENCE GIFT | 3125 620 | 3,761.09 | | | | | | | | 3,761.09 | | |
| 164 NEWTON ROAD | 3126 172 | 2,176.00 | | | | | | | | 2,176.00 | | |
| NARA PARK RESEEDING | 3127 620 | 400.00 | | | | | | | | 400.00 | | |
| ASSABET RIVER RAIL TRAIL | 3128 172 | 1,000.00 | | | | | | | | 1,000.00 | | |
| 820 MAIN STREET | 3129 172 | 18.70 | | | | | | | | 18.70 | | |
| FRANKLIN PLACE MONITORING | 3130 123 | 10,000.00 | | | | | | | | 10,000.00 | | |
| MANAGERS CONCERT SERIES | 3131 123 | 10,000.00 | | | | | | | | 10,000.00 | | |
| WOODLANDS AT LAUREL HILL MOA | 3132 123 | 500,000.00 | | (7,218.65) | | | | | | 492,781.35 | | |
| ROBERT M. MALINOWSKI CHARITABLE FUND | 3133 220 | 327.00 | | | | | | | | 327.00 | | |
| BRUCE FREEMAN RAIL TRAIL GIFT | 3134 172 | 1,000.00 | | | | | | | | 1,000.00 | | |
| FIRE DEPARTMENT SAFE EDUCATORS | 3135 220 | 1,000.00 | | (916.10) | | | | | | 83.90 | | |
| NARA LIGHT AND SOUND | 3136 620 | 0.00 | | | | | | | | 0.00 | | |
| AUDUBON HILL "WINDFALL" | 3137 123 | 79,262.50 | | | | | | | | 79,262.50 | | |
| GRASSY POND SIDEWALKS | 3138 410 | 3,300.00 | | | | | | | | 3,300.00 | | |
| WILLOW ST SIDEWALKS | 3139 410 | 5,000.00 | | | | | | | | 5,000.00 | | |
| DON JOHNSON GIFT GIFT ACCOUNT | 3140 123 | 115.00 | | | | | | | | 115.00 | | |
| DON JOHNSON GIFT PARTY | 3141 123 | 270.00 | | | | | | | | 270.00 | | |
| ACHC WILLOW-CENTRAL | 3144 123 | 0.00 | | | | | | | | 0.00 | | |
| TRIANGLE FARM SIDEWALKS | 3145 410 | 12,000.00 | | | | | | | | 12,000.00 | | |
| CONSERVATION TRAIL MAINTENANCE | 3146 550 | 1,597.89 | | | 261.00 | | | | | 1,858.89 | | |
| DAKOTA DRIVE | 3147 410 | 14,535.00 | | | | | | | | 14,535.00 | | |
| COMMISSION ON DISABILITY FY09 | 3148 251 | 237.47 | | | | | | | | 237.47 | | |
| 275TH ANNIVERSARY CELEBRATION | 3149 123 | 15.00 | | | | | | | | 15.00 | | |
| "SERVE" FOOD ASSISTANCE | 3150 133 | 294.25 | | (810.00) | 1,170.00 | | 0.00 | | | 654.25 | | |
| SERVE "OIL ASSISTANCE" | 3151 133 | 1,183.74 | | (274.90) | | | | | | 908.84 | | |
| TRANSITIONAL HOUSING ASSISTANCE | 3152 133 | 5,713.16 | | (1,024.98) | | | | | | 4,688.18 | | |
| DOMESTIC VIOLENCE ASSISTANCE | 3153 133 | 6,000.00 | | | | | | | | 6,000.00 | | |
| EAST ACTON VILLAGE GREEN | 3154 172 | 180.00 | | | | | | | | 180.00 | | |
| NARA PICNIC PAVILLION | 3155 620 | 0.00 | | | 2,000.00 | | | | | 2,000.00 | | |
| TOTAL TOWN GIFTS | | 1,614,442.82 | | (58,034.56) | 27,810.63 | 0.00 | 0.00 | ## | 0.00 | 1,584,218.89 | PROOF | |
| | | | | | | | | | | 1,584,218.89 | PROOF | |
| FUND SERIES 3300 | | | | | | | | | | | | |

Subj: **Fwd: Materials for FINCOM**
Date: 3/21/2011 6:57:59 P.M. Eastern Daylight Time
From: lsr57@comcast.net
To: MABAshton@aol.com

FYI I will attend your meeting to explain the article.

Lauren

Begin forwarded message:

From: Michele Brooks <mbrooks@transactionassoc.com>
Date: March 21, 2011 3:43:50 PM EDT
To: frannyola@aol.com
Cc: lsr57@comcast.net, cfrene@transactionassoc.com, sledoux@acton-ma.gov, mikeg.acton@gmail.com
Subject: Materials for FINCOM

Here is what I have put together for your FINCOM meeting. I would also use the same summary document that we used for the second MPO meeting as I think it will provide context for everything.

Michele

Michele Brooks
Senior Associate
TransAction Associates

This message was sent using IMP, the Internet Messaging Program.

=

Lauren Rosenzweig Morton
LSR57@comcast.net
978-263-8918 (home)
978-821-4172 (cell)

=

MinuteVan Year 1 -3 Budget

| YEAR 1* | | | |
|---------------------------------------|---------------------------------|-------------------------------------|---------------------|
| | <u>Dial-A-Ride Proposed</u> | <u>Park & Ride Proposed</u> | <u>TOTAL</u> |
| Expenses | | | |
| Administration | \$8,742 | \$8,742.00 | \$17,484.00 |
| Shuttle Operations | \$82,500.00 | \$55,000.00 | \$137,500.00 |
| Parking Lot Lease | | \$7,500.00 | \$7,500.00 |
| Total Expenses | \$91,242.00 | \$71,242.00 | \$162,484.00 |
| Income | | | |
| Fares DAR (\$1/trip) | \$8,750.00 | | \$8,750.00 |
| Fares (\$.50) | | \$5,000.00 | \$5,000.00 |
| Town Contribution | \$16,498.00 | \$13,248.00 | \$29,746.80 |
| MPO Grant | \$65,994.00 | \$52,994.00 | \$118,988.00 |
| Total Income | \$91,242.00 | \$71,242.00 | \$162,484.80 |
| TOTALS | \$91,242.00 | \$71,242.00 | \$162,484.80 |
| | Estimated | Actual (thru Feb.) | |
| Projected Ridership D-A-R | | | |
| Average Daily Passengers | 35 | 5 | |
| Estimated % of Senior/Disabled Riders | 25% | 53% | |
| Estimated % Student Riders | 25% | 14% | |
| | | | |
| | Estimated | Actual (thru Feb.) | |
| Projected Ridership Rail | | | |
| Average Daily Passengers | 40 | 14 | |
| Estimated % of Senior/Disabled Riders | 5% | <i>Not Tracked</i> | |
| Estimated % Student Riders | 5% | <i>Not Tracked</i> | |
| | | | |

*Year 1 statistics were based entirely on projections. With 6 months of service completed the Year 2 and Year 3 grant submissions have been revised to reflect actual costs and revised ridership projections.

YEAR 2*

| | <u>Dial-A-Ride</u> <u>Proposed</u> | <u>Park & Ride</u> <u>Proposed</u> | <u>TOTAL</u> |
|----------------------------|---------------------------------------|---|---------------------|
| <u>Expenses</u> | | | |
| <i>Administration</i> | \$20,695 | \$20,695.00 | \$41,390.00 |
| Shuttle Operations | \$115,447.00 | \$102,343.00 | \$217,790.00 |
| Parking Lot Lease | | \$7,500.00 | \$7,500.00 |
| Subtotal Operations | \$115,447.00 | \$109,843.00 | \$225,290.00 |
| Total Expenses | \$136,142.00 | \$130,538.00 | \$266,680.00 |
| <u>Income</u> | | | |
| Fares DAR (\$2/trip) | \$9,072.00 | | \$9,072.00 |
| Fares (\$2.50) | | \$14,490.00 | \$14,490.00 |
| Town Contribution | \$32,073.90 | \$30,773.54 | \$62,847.44 |
| MPO Grant | \$74,301.10 | \$64,579.46 | \$138,880.56 |
| Total Income | \$115,447.00 | \$109,843.00 | \$225,290.00 |
| TOTALS (Operations) | \$115,447.00 | \$109,843.00 | \$225,290.00 |

Estimated

Projected Ridership D-A-R

| | |
|---------------------------------------|-----|
| Average Daily Passengers | 18 |
| Estimated % of Senior/Disabled Riders | 50% |
| Estimated % Student Riders | 25% |

Estimated

Projected Ridership Rail

| | |
|---------------------------------------|----|
| Average Daily Passengers | 23 |
| Estimated % of Senior/Disabled Riders | 5% |
| Estimated % Student Riders | 5% |

*Chart reflects revised estimates based on actual data on costs, ridership, and fares. Actual amount expected from MPO if the grant is approved for YR 2 reflects initial estimates. This would mean \$99,913 from the MPO and \$42,820 contribution from the Town.

YEAR 3

| | <u>Dial-A-Ride Proposed</u> | <u>Park & Ride Proposed</u> | <u>TOTAL</u> |
|----------------------------|-----------------------------|---------------------------------|---------------------|
| <u>Expenses</u> | | | |
| <i>Administration</i> | \$21,459 | \$21,459.00 | \$42,918.00 |
| Shuttle Operations | \$120,243.00 | \$106,131.00 | \$226,374.00 |
| Parking Lot Lease | | \$7,500.00 | \$7,500.00 |
| Subtotal Operations | \$120,243.00 | \$113,631.00 | \$233,874.00 |
| Total Expenses | \$141,702.00 | \$135,090.00 | \$276,792.00 |
| <u>Income</u> | | | |
| Fares DAR (\$2.25/trip) | \$14,175.00 | | \$14,175.00 |
| Fares (\$2.50) | | \$21,420.00 | \$21,420.00 |
| Town Contribution | \$46,017.05 | \$36,884.00 | \$82,901.05 |
| MPO Grant | \$60,050.95 | \$55,326.60 | \$115,377.55 |
| Total Income | \$120,243.00 | \$113,630.60 | \$233,873.60 |
| TOTALS (Operations) | \$120,243.00 | \$113,630.60 | \$233,873.60 |

Estimated

Projected Ridership D-A-R

| | |
|---------------------------------------|-----|
| Average Daily Passengers | 25 |
| Estimated % of Senior/Disabled Riders | 50% |
| Estimated % Student Riders | 25% |

Estimated

Projected Ridership Rail

| | |
|---------------------------------------|----|
| Average Daily Passengers | 34 |
| Estimated % of Senior/Disabled Riders | 5% |
| Estimated % Student Riders | 5% |

Subj: **Fwd: Feb Progress Report**
Date: 3/21/2011 10:20:26 P.M. Eastern Daylight Time
From: lsr57@comcast.net
To: MABAshton@aol.com

FYI--Please scroll through to see charts and graphs.

Begin forwarded message:

From: "Michele Brooks" <mbrooks@transactionassoc.com>
Date: March 10, 2011 12:13:26 PM EST
To: "Lauren Rosenzweig Morton" <lsr57@comcast.net>, "Franny Osman" <frannyola@aol.com>, "Steve Ledoux" <sledoux@acton-ma.gov>, "mike gowing" <mike_gowing@earthlink.net>
Cc: <cfrene@transactionassoc.com>, <bhoglund@transactionassoc.com>
Subject: Feb Progress Report

=

Lauren Rosenzweig Morton
LSR57@comcast.net
978-263-8918 (home)
978-821-4172 (cell)

=



**Town of Acton
Rail Shuttle and Dial-A-Ride Services
Progress Report**

February 2011

Rail Shuttle Operations

- *Off-site Parking:* There are currently 22 spaces in the off-site lot located behind the West Acton Fire Station. Eleven spaces have been set aside for residents (\$250/year for a parking sticker/bus pass combo), eleven for non-residents (\$500/year for a parking sticker/bus pass combo). Three resident and five non-resident spots have been sold to date. Bus passes with no parking options are available for \$200/annually, to date one has been sold. A contract has been signed with Mt. Calvary Church on Prospect Street for the use of another 22 spaces. The lot must still be striped and signed. Day passes that include parking and use of the shuttle for one day only are now available. The cost is \$3 per day and passes are sold by the driver.
- *Service:* Kicked-off on Tuesday, September 7th operations are continuing.
- *Monitoring complaints:* The coordinator monitors complaints.
- *Ridership Report:* Detailed February report is attached. 270 passenger trips were made in February. An additional 120 trips were made on a special supplementary route set up for the Discovery Museum during February vacation.
- *Pass/Ticket Sales:* 1 ticket book and 6 day passes were sold in February.

Dial-A-Ride Service

- *Operations:* The service started Monday, September 27th. The dispatcher is available Monday through Friday 8:30 to 10:30 AM (messages left after that time are returned the next day). The schedule is created after 10:30 for the next day. Messages are checked again daily after 5:00 PM for any late cancellations. A system for booking on-line through the website has been developed and is now in use through www.minutevan.net. A Will-Call pick-up procedure has been established for passengers who require a pick-up but are not sure of the exact time. A Permission Packet for riders between 12 and 18, and a process for enabling them to use the service has been developed and is now in use. There are currently 22 students registered who have begun using the service.

- *Ridership Reports:* 143 trips were made in February. Detailed report for February is attached.
- *Pass/Ticket Sales:* \$568.13 in fares/ticket book sales was collected in February.

Taxi Voucher Program

- Plans were discussed at a committee meeting for how to incorporate this program into the existing services being offered.

Advertising and Branding

- A press release was sent out and covered in the local media announcing service enhancements.
- An RFP was sent to designers for new program marketing materials.
- The website (www.minutevan.net) continues to be updated with program materials.
- The program brochures are being used to market both services.
- A process for soliciting testimonials is being used.
- A tag-line contest is being planned and will be used to promote the Dial-A-Ride service in the schools.
- Signs at the station are being reviewed and redesigned to include information on the MinuteVan services.

Data Analysis

- The Transportation Coordinator monitors pass sales, ticket sales, and ridership and tracks budget expenditures. Summary reports on costs and benefits have begun to be generated. Tracking of the most popular destinations and times on the Dial-A-Ride service has begun to look for patterns.
 - Chart summarizing most popular times for Dial-A-Ride service is attached.
 - The most popular times for using the Dial-A-Ride in the morning are 8:30 AM and 9:15 AM. In the evening the most popular times are 3:15 PM, 3:45 PM, and 5:00 PM.
 - The service was unable to meet 9 requests, 4 were because the requests were for times when the shuttle was not running, 4 were out of the service area and 1 was because the van was already booked at that time.
 - The most popular destinations include: residences, Emerson (medical), the South Acton train station, and Cooperative Elder Services (Concord). The most popular origins are: residences, Emerson (medical), and the South Acton Train Station.
 - The most popular origins are: residences, the South Acton Train Station, and Stop and Shop.

Long-term Sustainability

- The Transportation Coordinator will provide analysis of the service and make recommendations about sustainability and funding sources.
- The core committee overseeing the project (Lauren Morton and Mike Gowing from the Board of Selectman; Franny Osman, Chair of TAC; and Steve Ledoux, Town Manager) will continue to meet regularly to analyze the program and the options for sustaining it.

Next Steps

- Continue to participate in local events to promote the services.
- Continue to develop additional marketing opportunities for both services although this is challenging with the current budget.
- Set-up Facebook page and begin to market the Twitter account (@Minutevan)

MinuteVan Rail Shuttle Ridership Report

| Week | MORNING | | | | | | EVENING | | | | | | Day |
|----------------------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|-----------|-----------|
| Date | 6:45 | 7:15 | 7:43 | 8:25 | 9:10 | AM | 5:10 | 5:35 | 6:00 | 6:30 | 7:10 | PM | Day |
| 31-Jan | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1-Feb | 4 | 1 | 2 | 0 | 2 | 9 | 0 | 0 | 0 | 0 | 0 | 3 | 12 |
| 2-Feb | 1 | 0 | 1 | 0 | 1 | 3 | 0 | 3 | 0 | 0 | 1 | 4 | 7 |
| 3-Feb | 2 | 3 | 1 | 0 | 1 | 7 | 0 | 0 | 2 | 3 | 1 | 6 | 13 |
| 4-Feb | 1 | 1 | 0 | 1 | 3 | 6 | 1 | 0 | 3 | 2 | 0 | 6 | 12 |
| Weekly Totals | 8 | 5 | 4 | 1 | 7 | 25 | 1 | 3 | 5 | 5 | 2 | 19 | 44 |

| Week 1/ 10 - 1/14 | MORNING | | | | | | EVENING | | | | | | Day |
|----------------------|----------|----------|----------|----------|-----------|-----------|----------|----------|-----------|----------|----------|-----------|-----------|
| Date | 6:45 | 7:15 | 7:43 | 8:25 | 9:10 | AM | 5:10 | 5:35 | 6:00 | 6:30 | 7:10 | PM | Day |
| 7-Feb | 1 | 1 | 0 | 0 | 3 | 5 | 1 | 0 | 1 | 0 | 2 | 4 | 9 |
| 8-Feb | 2 | 0 | 0 | 1 | 4 | 7 | 1 | 3 | 1 | 2 | 1 | 8 | 15 |
| 9-Feb | 2 | 3 | 0 | 1 | 4 | 10 | 1 | 0 | 7 | 0 | 0 | 8 | 18 |
| 10-Feb | 2 | 0 | 0 | 2 | 3 | 7 | 0 | 1 | 6 | 1 | 0 | 8 | 15 |
| 11-Feb | 2 | 1 | 2 | 1 | 2 | 8 | 1 | 1 | 0 | 2 | 4 | 8 | 16 |
| Weekly Totals | 9 | 5 | 2 | 5 | 16 | 37 | 4 | 5 | 15 | 5 | 7 | 36 | 73 |

| Week 1/17 - 1/21 | MORNING | | | | | | EVENING | | | | | | Total Day |
|----------------------|-----------|-----------|----------|----------|----------|-----------|-----------|----------|-----------|----------|----------|-----------|-----------|
| Date | 6:45 | 7:15 | 7:43 | 8:25 | 9:10 | Total AM | 5:10 | 5:35 | 6:00 | 6:30 | 7:10 | Total PM | Total Day |
| 14-Feb | 3 | 1 | 0 | 0 | 1 | 5 | 1 | 0 | 2 | 1 | 2 | 6 | 11 |
| 15-Feb | 3 | 2 | 1 | 3 | 2 | 11 | 4 | 6 | 0 | 0 | 2 | 12 | 23 |
| 16-Feb | 3 | 2 | 0 | 1 | 2 | 8 | 4 | 0 | 5 | 0 | 1 | 10 | 18 |
| 17-Feb | 3 | 3 | 1 | 1 | 2 | 10 | 1 | 1 | 4 | 1 | 1 | 8 | 18 |
| 18-Feb | 1 | 3 | 1 | 0 | 2 | 7 | 1 | 0 | 2 | 2 | 3 | 8 | 15 |
| Weekly Totals | 13 | 11 | 3 | 5 | 9 | 41 | 11 | 7 | 13 | 4 | 9 | 44 | 85 |

| Week 1/24 - 1/28 | MORNING | | | | | | EVENING | | | | | | Day |
|----------------------|-----------|----------|----------|----------|----------|-----------|----------|----------|-----------|----------|----------|-----------|-----------|
| Date | 6:45 | 7:15 | 7:43 | 8:25 | 9:10 | AM | 5:10 | 5:35 | 6:00 | 6:30 | 7:10 | PM | Day |
| 21-Feb | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22-Feb | 4 | 1 | 0 | 1 | 2 | 8 | 2 | 1 | 3 | 2 | 0 | 8 | 16 |
| 23-Feb | 1 | 2 | 3 | 0 | 3 | 9 | 3 | 0 | 7 | 0 | 0 | 10 | 19 |
| 24-Feb | 3 | 2 | 1 | 0 | 2 | 8 | 2 | 0 | 4 | 1 | 0 | 7 | 15 |
| 25-Feb | 2 | 1 | 1 | 1 | 0 | 5 | 0 | 1 | 0 | 2 | 1 | 4 | 9 |
| Weekly Totals | 10 | 6 | 5 | 2 | 7 | 30 | 7 | 2 | 14 | 5 | 1 | 29 | 59 |

| 28-Feb | MORNING | | | | | | EVENING | | | | | | Day |
|--------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Date | 6:45 | 7:15 | 7:43 | 8:25 | 9:10 | AM | 5:10 | 5:35 | 6:00 | 6:30 | 7:10 | PM | Day |
| 28-Feb | 2 | 1 | 2 | 0 | 1 | 6 | 0 | 1 | 2 | 0 | 0 | 3 | 9 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 2 | 1 | 2 | 0 | 1 | 6 | 0 | 1 | 2 | 0 | 0 | 3 | 9 |

Minute Van Ridership Report - Discovery Museum

Week 2/22 - 2/25

| Date | KMART | MUSEUM | TOTAL |
|----------------------|-----------|-----------|------------|
| 22-Feb | 8 | 8 | 16 |
| 23-Feb | 9 | 9 | 18 |
| 24-Feb | 23 | 25 | 48 |
| 25-Feb | 26 | 10 | 36 |
| | 1 | 1 | 2 |
| Weekly Totals | 67 | 53 | 120 |

Dial-A-Ride February 2011 Ridership

| <u>DATE</u> | <u>TIME</u> | <u>DESTINATION</u> | <u>TOWN</u> | <u>ONE-WAY/Round Trip</u> | <u>AMNT</u> |
|--|-------------|----------------------------------|-------------|---------------------------|-------------|
| 2/1/2011 | 8:45 AM | KMART | Acton | Round Trip | \$4.00 |
| 2/1/2011 | 9:15 AM | Senior Ctr | Acton | One Way | \$2.00 |
| 2/1/2011 | 10:15 AM | Residence | Acton | One Way | \$2.00 |
| 2/1/2011 | 10:25 AM | S.Acton Train | Acton | One Way | \$2.00 |
| 2/1/2011 | 10:45 AM | Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/1/2011 | 3:45 PM | Residence | Acton | Return Trip | |
| 2/1/2011 | 4:10 PM | Residence | Acton | One Way | \$2.00 |
| 2/1/2011 | 5:00 PM | Residence | Acton | Return Trip | |
| 2/2/2011 Van did not run due to snow storm | | | | | |
| 2/3/2011 | 10:50 AM | Stop and Shop | Acton | One Way | \$2.00 |
| 2/3/2011 | 6:00 PM | Residence | Acton | One Way | \$2.00 |
| 2/3/2011 | 7:00 PM | Residence | Acton | One Way | \$2.00 |
| 2/4/2011 | 8:30 AM | Laundromat | Concord | One Way | \$4.00 |
| 2/4/2011 | 8:45 AM | Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/4/2011 | 9:15 AM | Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/4/2011 | 10:45 AM | KMART | Acton | One Way | \$2.00 |
| 2/4/2011 | 3:15 PM | Residence | Acton | Return Trip | |
| 2/4/2011 | 4:00 PM | Residence | Acton | Return Trip | |
| 2/4/2011 | 5:00 PM | Golds Gym | Concord | One Way | \$4.00 |
| 2/7/2011 | 8:30 AM | Laundromat | Concord | One Way | \$4.00 |
| 2/7/2011 | 9:15 AM | Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/7/2011 | 9:30 AM | Eliot Center | Concord | Round Trip | \$8.00 |
| 2/7/2011 | 10:15 AM | S. Acton Train Station | Acton | Round Trip | \$4.00 |
| 2/7/2011 | 10:30 AM | MBTA | Acton | One Way | \$2.00 |
| 2/7/2011 | 11:00 AM | Residence | Acton | Return Trip | |
| 2/7/2011 | 4:00 PM | Golds' Gym | Concord | One Way | \$4.00 |
| 2/7/2011 | 5:00 PM | Residence | Acton | One Way | \$2.00 |
| 2/7/2011 | 5:15 PM | Residence | Acton | Return Trip | |
| 2/7/2011 | 6:00 PM | Residence | Acton | Return Trip | |
| 2/8/2011 | 8:30 AM | Laundromat | Concord | One Way | \$4.00 |
| 2/8/2011 | 10:30 AM | Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/8/2011 | 10:40 AM | MBTA | Acton | One Way | \$2.00 |
| 2/8/2011 | 3:40 PM | Residence | Acton | One Way | \$2.00 |
| 2/8/2011 | 3:45 PM | Residence | Acton | One Way | \$2.00 |
| 2/8/2011 | 5:22 PM | Residence | Acton | One Way | \$2.00 |
| 2/8/2011 | 5:30 PM | Residence | Acton | Return Trip | |
| 2/9/2011 | 8:00 AM | Cooperative Elder Services, Inc. | Concord | One Way | \$4.00 |
| 2/9/2011 | 9:15 AM | Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/9/2011 | 10:40 AM | MBTA | Acton | One Way | \$2.00 |
| 2/9/2011 | 10:50 AM | Kmart | Acton | Round Trip | \$4.00 |
| 2/9/2011 | 11:00 AM | Residence | Acton | Round Trip | \$4.00 |

| | | | | |
|-----------|--------------------------|---------|-------------|--------|
| 2/9/2011 | 3:15 PM Residence | Acton | One Way | \$4.00 |
| 2/9/2011 | 3:45 PM Residence | Acton | One Way | \$4.00 |
| 2/9/2011 | 3:45 PM Residence | Acton | Return Trip | |
| 2/9/2011 | 3:45 PM Residence | Acton | One Way | \$4.00 |
| 2/9/2011 | 4:00 PM Residence | Acton | One Way | \$2.00 |
| 2/9/2011 | 4:15 PM Residence | Acton | Round Trip | \$4.00 |
| 2/9/2011 | 5:00 PM Residence | Acton | One Way | \$2.00 |
| 2/9/2011 | 5:15 PM Residence | Acton | Return Trip | |
| 2/9/2011 | 5:40 PM Residence | Acton | Return Trip | |
| 2/9/2011 | 7:00 PM Residence | Acton | Return Trip | |
| 2/10/2011 | 8:00 AM KMART | Acton | Round Trip | \$4.00 |
| 2/10/2011 | 9:00 AM S.Acton Train | Acton | One Way | \$2.00 |
| 2/10/2011 | 9:30 AM Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/10/2011 | 10:50 AM Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/10/2011 | 11:00 AM Residence | Acton | Return Trip | |
| 2/10/2011 | 3:00 PM Residence | Acton | Return Trip | |
| 2/10/2011 | 4:00 PM Residence | Acton | Return Trip | |
| 2/10/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |
| 2/10/2011 | 6:15 PM Residence | Acton | One Way | \$4.00 |
| 2/11/2011 | 8:45 AM Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/11/2011 | 9:00 AM Emerson Hospital | Concord | One Way | \$4.00 |
| 2/11/2011 | 10:15 AM KMART | Acton | Round Trip | \$4.00 |
| 2/11/2011 | 3:00 PM Residence | Acton | Return Trip | |
| 2/11/2011 | 3:25 PM MBTA | Acton | One Way | \$2.00 |
| 2/11/2011 | 4:00 PM Residence | Acton | One Way | \$4.00 |
| 2/11/2011 | 4:30 PM residence | Acton | One Way | \$2.00 |
| 2/11/2011 | 5:00 PM Gold's Gym | Concord | One Way | \$4.00 |
| 2/11/2011 | 5:15 AM Residence | Acton | Return Trip | |
| 2/11/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |
| 2/14/2011 | 9:15 AM Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/14/2011 | 10:00 AM KMART | Acton | Round Trip | \$4.00 |
| 2/14/2011 | 10:40 AM MBTA | Acton | One Way | \$2.00 |
| 2/14/2011 | 4:00 PM Residence | Acton | Return Trip | |
| 2/14/2011 | 4:30 AM Residence | Acton | One Way | \$2.00 |
| 2/14/2011 | 5:00 PM Residence | Acton | One Way | \$2.00 |
| 2/14/2011 | 5:20 PM Golds Gym | Concord | One Way | \$4.00 |
| 2/14/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |
| 2/14/2011 | 6:00 PM Residence | Acton | Return Trip | |
| 2/15/2011 | 8:30 AM Laundromat | Concord | Round Trip | \$8.00 |
| 2/15/2011 | 9:00 AM Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/15/2011 | 10:40 AM MBTA | Acton | One Way | \$2.00 |
| 2/15/2011 | 3:00 PM Residence | Acton | Return Trip | |
| 2/15/2011 | 3:30 PM Residnece | Acton | One Way | \$2.00 |
| 2/15/2011 | 5:05 PM Residence | Acton | One Way | \$2.00 |
| 2/15/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |

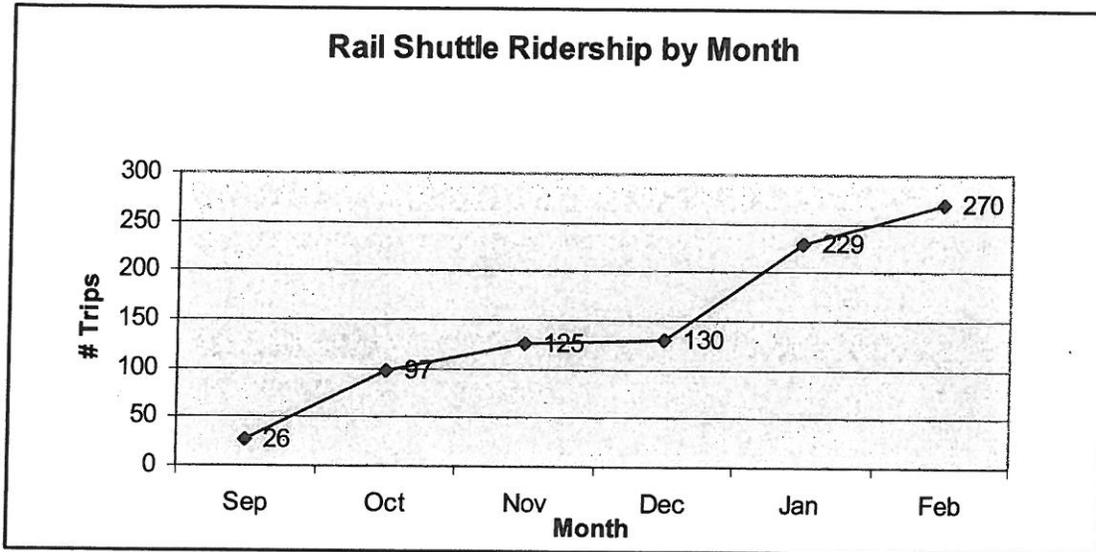
| | | | | |
|--|--|---------|-------------|--------|
| 2/15/2011 | 5:45 PM Residence | Acton | Return Trip | |
| 2/16/2011 | 8:00 AM Cooperative Elder Services, Inc. | Concord | One Way | \$4.00 |
| 2/16/2011 | 8:30 AM Laundromat | Concord | One Way | \$4.00 |
| 2/16/2011 | 10:20 AM Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/16/2011 | 10:40 AM MBTA | Acton | One Way | \$2.00 |
| 2/16/2011 | 3:00 AM Golds' Gym | Concord | One Way | \$4.00 |
| 2/16/2011 | 4:00 PM Residence | Acton | Return Trip | |
| 2/16/2011 | 4:15 PM Residence | Acton | Round Trip | \$4.00 |
| 2/16/2011 | 4:45 PM Residence | Acton | One Way | \$2.00 |
| 2/16/2011 | 5:00 PM St. Elizabeth's Church | Acton | One Way | \$2.00 |
| 2/16/2011 | 5:40 PM | Acton | Return Trip | |
| 2/17/2011 | 10:00 AM KMART | Acton | Round Trip | \$4.00 |
| 2/17/2011 | 10:30 AM Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/17/2011 | 3:00 PM Residence | Acton | One Way | \$4.00 |
| 2/17/2011 | 3:15 PM Business Plaza | Acton | Round Trip | \$4.00 |
| 2/17/2011 | 4:00 PM Residence | Acton | Return Trip | |
| 2/17/2011 | 4:15 PM Residence | Acton | Return Trip | |
| 2/17/2011 | 4:45 PM Domino's Pizza | Acton | One Way | \$2.00 |
| 2/17/2011 | 5:00 PM Residence | Acton | Return Trip | |
| 2/17/2011 | 5:15 PM Residence | Acton | One Way | \$2.00 |
| 2/18/2011 | 9:15 AM Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/18/2011 | 10:00 AM KMART | Acton | Round Trip | \$4.00 |
| 2/18/2011 | 10:30 AM Dentist | Acton | One Way | \$2.00 |
| 2/18/2011 | 10:45 AM Jr. High | Acton | One Way | \$2.00 |
| 2/18/2011 | 11:00 AM Residence | Acton | One Way | \$2.00 |
| 2/18/2011 | 4:00 PM Residence | Acton | Return Trip | |
| 2/18/2011 | 4:00 PM Residence | Acton | One Way | \$4.00 |
| 2/18/2011 | 4:15 PM Residence | Acton | One Way | \$2.00 |
| 2/18/2011 | 4:15 PM Residence | Acton | Return Trip | |
| 2/18/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |
| 2/21/2011 President's Day - no van service | | | | |
| 2/22/2011 | 5:05 PM Residence | Acton | One Way | \$2.00 |
| 2/22/2011 | 5:00 PM Residence | Acton | One Way | \$2.00 |
| 2/22/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |
| 2/22/2011 | 6:30 PM Residence | Acton | One Way | \$2.00 |
| 2/23/2011 | 9:00 AM Stop and shop | Acton | Round Trip | \$4.00 |
| 2/23/2011 | 10:30 AM Discovery Museum | Acton | Round Trip | \$4.00 |
| 2/23/2011 | 10:40 AM Residence | Acton | One Way | \$4.00 |
| 2/23/2011 | 3:00 PM Residence | Acton | One Way | \$4.00 |
| 2/23/2011 | 3:30 PM Residence | Acton | Return Trip | |
| 2/23/2011 | 3:45 PM Residence | Acton | Return Trip | |
| 2/24/2011 | 10:30 AM Laundromat | Concord | One Way | \$4.00 |

| | | | | |
|-----------|-----------------------------|---------|-------------|--------|
| 2/24/2011 | 5:15 PM Residence | Acton | One Way | \$2.00 |
| 2/24/2011 | 5:30 PM Residence | Acton | One Way | \$2.00 |
| 2/25/2011 | 8:50 AM Roche Bros | Acton | Round Trip | \$4.00 |
| 2/25/2011 | 9:15 AM Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/25/2011 | 9:45 AM KMART | Acton | One Way | \$2.00 |
| 2/25/2011 | 10:15 AM Residence | Acton | Return Trip | |
| 2/25/2011 | 10:45 AM Stop and Shop | Acton | Round Trip | \$4.00 |
| 2/25/2011 | 4:00 PM Residence | Acton | Return Trip | |
| 2/25/2011 | 4:00 PM Residence | Acton | One Way | \$4.00 |
| 2/25/2011 | 5:05 AM Residence | Acton | Return Trip | |
| 2/28/2011 | 8:30 AM Laundromat | Concord | One Way | \$4.00 |
| 2/28/2011 | 9:15 AM Emerson Hospital | Concord | Round Trip | \$8.00 |
| 2/28/2011 | 10:45 AM 179 Great Rd Acton | Acton | One Way | \$2.00 |
| 2/28/2011 | 3:00 PM KMART | Acton | One Way | \$2.00 |
| 2/28/2011 | 3:30 PM Gold Gym | Concord | One Way | \$4.00 |
| 2/28/2011 | 4:30 PM Residence | Acton | One Way | \$2.00 |
| 2/28/2011 | 6:00 PM Residence | Acton | Return Trip | |

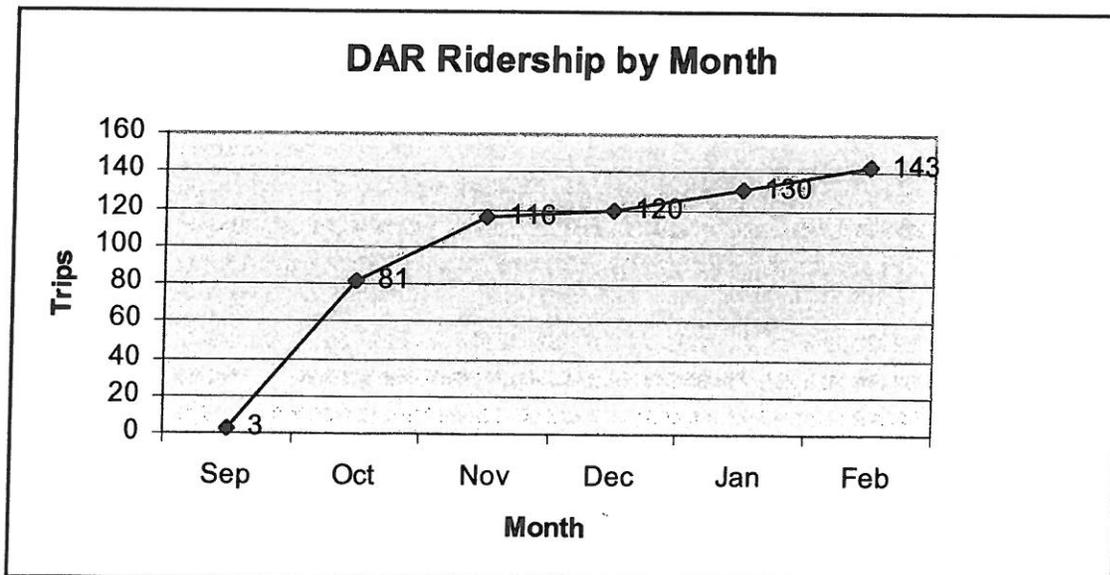
TOTALS:
Trips = 143
Amount = \$376

75 One W
34 Round
or 109 boc

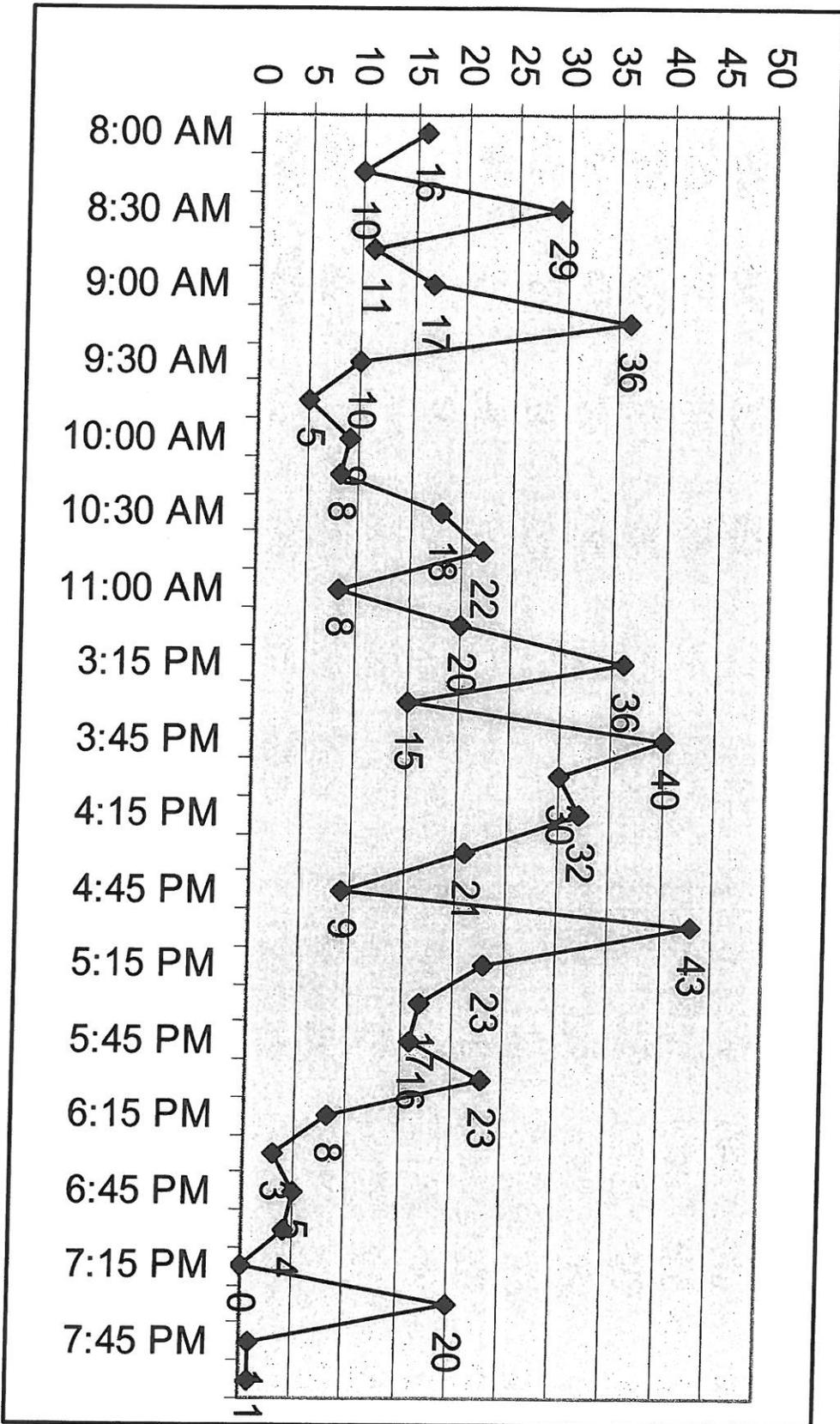
MinuteVan
RAIL SHUTTLE



MinuteVan
DIAL-A-RIDE



**Minute Van Dial-A-Ride
Summary of Usage by Time Through February 2011**



Subj: **Fwd: Testimonials**
Date: 3/21/2011 10:10:44 P.M. Eastern Daylight Time
From: lsr57@comcast.net
To: MABAshton@aol.com

This is the first of a few attachments I will be sending you for the FinCom.

Lauren

Begin forwarded message:

From: "Michele Brooks" <mbrooks@transactionassoc.com>
Date: March 17, 2011 4:42:54 PM EDT
To: "Lauren Rosenzweig Morton" <lsr57@comcast.net>
Cc: "Franny Osman" <frannyola@aol.com>, "mike gowing" <mike_gowing@earthlink.net>, "Steve Ledoux" <sledoux@acton-ma.gov>, <cfrene@transactionassoc.com>, <bhoglund@transactionassoc.com>
Subject: Testimonials

Attached are some excerpted testimonials for the upcoming MPO meeting. Please let me know if you need anything else.

Michele

=

Lauren Rosenzweig Morton
LSR57@comcast.net
978-263-8918 (home)
978-821-4172 (cell)

=



Excerpts from Dial-A-Ride user comments...

- It's about time! I have had trouble getting my daughter to her destinations for the entire eight years I've lived in Acton. The Minute Van is saving me, making my life so much easier to manage!!

I can't thank you enough. Don't ever go away.

Joyce Moran

- I am a huge fan of the MinuteVan Service. My husband and I both work and can rearrange our schedules only so much to accommodate after school activities. Since Acton does not provide a late bus as many other communities do, this service fills a huge need for our family. It allows my daughter to participate in after school activities that she would otherwise not be able to.

The service is also very well run. My interactions with the staff have all been pleasant, prompt and professional. The cost is reasonable. Most importantly, my daughter is comfortable with the drivers and the overall experience.

Please keep this service active as it serves an important need in Acton.

Elyse Levy

- We have used the services a couple of times for my kids to get home from their after school jobs....The Dial-A-Ride Service has been on time, reliable and cost effective. We will continue to use the service as we need it. In general, I support the continuation of this program for the greater good of Acton commuters.

J.D.

- The Dial-A-Ride Service is really appreciated. It was needed and is extremely helpful for people like me, and students who cannot drive. The Service is dependable, safe, clean and (very) economical. The Van is mostly early and never late. The Drivers are very courteous and friendly. And, you have been a wonderful co-ordinator. I really appreciated when you called one day and gave heads up about more people riding the van and that might delay the ride home. Hoping that this service continues for ever in our Town.

Anshu Sood

- My son used the MinuteVan Dial-A-Ride Service a few times this year. The services were very good. He will continue to use this service a lot.

Tracy Huang

- We are very pleased to have the MinuteVan service for our kids. The service is great and it is perfectly fit to our family needs. We love it.

Thanks!

Ping

- I really appreciate your service. Thank you very much!!!

Ye

- The service is wonderful, reliable and affordable. I have recommended your service to ..friends some are now using your service.

R.W.

- MinuteVan Dial-A-Ride service was absolutely fine: on time, efficient, polite and helpful ...I'd recommend it to anyone ...

Best regards.

N.F.

- I think it's great. ... As our car is currently not roadworthy, the Minutevan has been a valuable resource. I've used it twice to go to Maynard to do laundry and several times to get a ride home from the Acton Memorial Library. I've also used the shuttle to the train station from West Acton.

D.A.

Subj: **Fwd: info for meeting**
Date: 3/21/2011 10:14:00 P.M. Eastern Daylight Time
From: l5r57@comcast.net
To: MABAshton@aol.com

FYI--for FinCom

Begin forwarded message:

From: Michele Brooks <mbrooks@transactionassoc.com>
Date: March 16, 2011 11:24:33 AM EDT
To: Lauren Rosenzweig <l5r57@comcast.net>
Cc: Steve Ledoux <sledoux@acton-ma.gov>, Franny Osman <frannyola@aol.com>, Mike Gowing <mikeg.acton@gmail.com>
Subject: **Fwd: info for meeting**

Hi Lauren,

Here are the materials that Franny shared with the Clean Air and Mobility Committee last week. They are more of an overall program summary and I think they are more stand-alone than the Feb report. Please let me know if you need anything else from me.

Michele

Michele Brooks
Senior Associate
TransAction Associates

This message was sent using IMP, the Internet Messaging Program.

From: Michele Brooks <mbrooks@transactionassoc.com>
Date: March 10, 2011 9:09:27 AM EST
To: frannyola@aol.com
Subject: **info for meeting**

Franny,

Attached materials for the meeting.

Michele Brooks
Senior Associate
TransAction Associates

This message was sent using IMP, the Internet Messaging Program.

=

Lauren Rosenzweig Morton
LSR57@comcast.net
978-263-8918 (home)
978-821-4172 (cell)

=



Town of Acton Rail Shuttle and Dial-A-Ride Services Summary Progress Report

Rail Shuttle

The MinuteVan Rail Shuttle began operating on 9/7/10.

- **West Action Fire Station Off-site Commuter Parking Lot**
 - There are 22 available parking spaces for commuters.
 - Eleven spaces have been set aside for residents at a cost of \$250/year for a parking sticker/bus pass combo (pro-rated).
 - Eleven spaces have been set aside for non-residents at a cost of \$500/year for a parking sticker/bus pass combo (pro-rated).
- To date three resident and five non-resident spots have been sold.
- Bus passes with no parking options (\$200/annually) are available to residents, to date one has been sold.
- 10-ride ticket books at a cost of \$10 each are available and sold via mail order and on the bus, about 50 have been sold. These are for the use of the shuttle only.
- Beginning in February day passes at a cost of \$3 each are sold on the bus and include use of the shuttle and parking, 6 have been sold to date sold).
- A contract has been signed with Mt. Calvary Church on Prospect Street for the use of another 22 spaces. Use of these spaces will likely begin in the spring.

Dial-A-Ride Service

The MinuteVan Dial-A-Ride Shuttle began operating on 9/27/10.

- The dispatcher hours for this service are Monday through Friday from 8:30 to 10:30 AM (messages left after that time are returned the next day).
- The daily schedule is created after 10:30 for the next day, messages are checked again daily after 5:00 PM for any late cancellations, late additions to the schedule are accommodated whenever possible.
- Will call pick-ups are available for passengers who require a pick-up but are not sure of the exact time. Passengers contact the driver directly and are working into the schedule.
- On-line booking for this service is available at www.minutevan.net
- Children aged 12- 18 may ride without an adult with their parent/guardian's permission. The permission packet including safety procedures for riding the shuttle are available on-line. To date 22 students are registered to use the service.
- The MinuteVan has established a partnership with the COA van and works to handle their overflow trips.
- *Ticket Sales/Fares collected to date: \$2287.56.*

Advertising and Branding

- Logos for the programs have been developed and are being used to brand and identify the service.
- The website (www.minutevan.net) has been designed for ease of use and is updated regularly.
- Facebook and Twitter (@MinuteVan) are in the process of being set-up. These will be promoted when the new brochures are produced.
- Program brochures designed in-house are now being used to market both services. A bid has been sent out to hire a designer to recreate a brochure, train schedule, and additional program materials.
- A-frame sign advertising services is put out at the train station daily.
- Minute Van has participated in local events such as Oktoberfest, Harvest Energy Fair, Town Meeting to promote the service.
- A number of articles on both services have appeared in local papers and newsletters and on websites. An informational piece has also appeared on local cable.
- A tag-line contest has been developed and is being planned to promote the Dial-A-Ride service in the schools. MinuteVan has reached out to the Superintendent's office to establish a partnership to promote the service more to parents through the school.
- Signage at the S. Acton MBTA station is currently being reviewed and redesigned to include information on the MinuteVan services.
- The Transportation Advisory Committee had a promotion for January and offered rides for 1 cent on 1/11/11. Two new Dial-A-Ride users used the service on that day.

Data Analysis

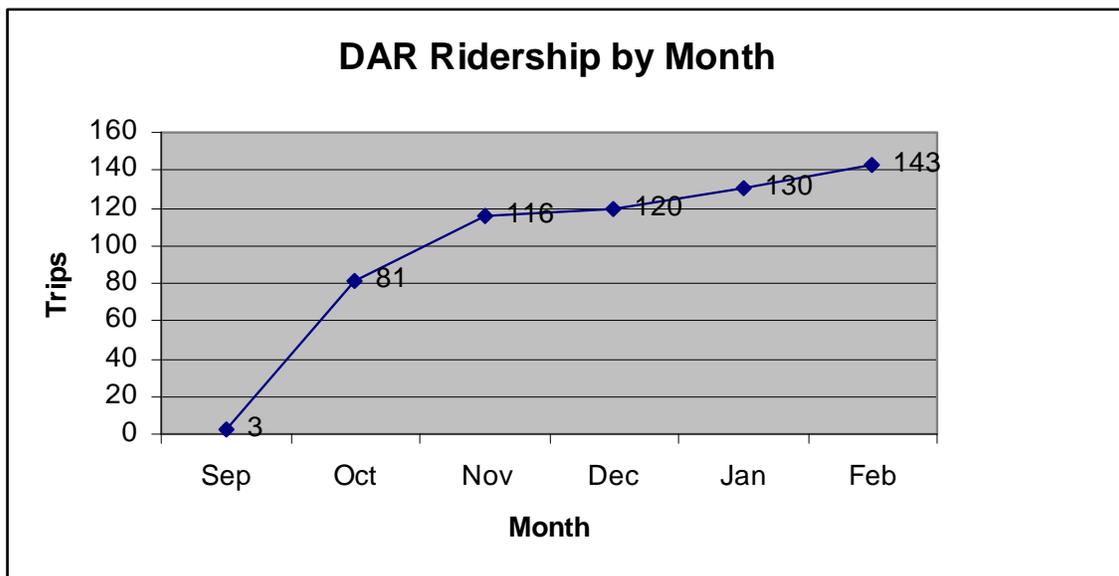
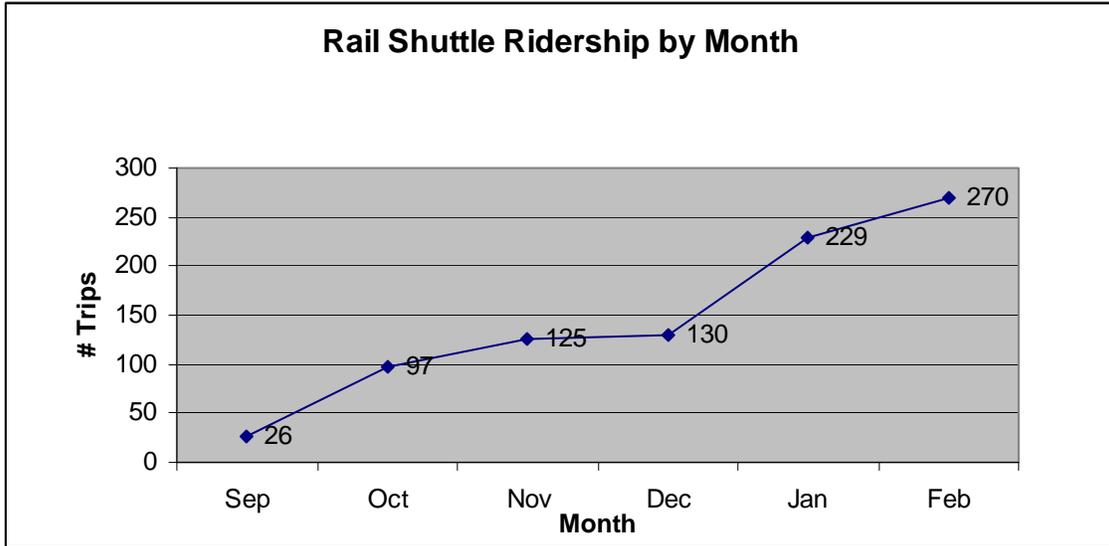
- The most popular times for using the Dial-A-Ride in the morning are 8:30 AM and 9:15 AM. In the evening the most popular times are 3:15 PM, 3:45 PM, and 5:00 PM.
- The most popular destinations include: residences, Emerson (medical), the South Acton train station, and Cooperative Elder Services (Concord). The most popular origins are: residences, Emerson (medical), and the South Acton Train Station.

Regional Efforts

- Acton has been at the forefront of making transportation a regional issue. The Chair of Acton's Transportation Advisory Committee organizes monthly "MinuteVan Regional" meetings (since October, 2009). These meetings are attended by representatives from area businesses, the 495/MetroWest Partnership, LRTA, MART, MWRTA, MAPC, and town managers/selectmen/committee members/planning staff from six towns: Acton, Concord, Maynard,

Boxborough, Stow, and Littleton. The goal of the meetings is to support Acton's new MinuteVan service and help grow regional services and collaboration.

- Acton is currently planning to participate in a pilot United We Ride project to improve dispatching by all of the regional services by using a web-based format. Part of this project includes a unique collaboration between LRTA and MART.
- Acton is participating in the MAPC MAGIC subcommittee study of suburban transportation.
- Acton's long range planning project, Acton2020, is focusing on transportation as one of the primary issues relevant to residents. The meeting was held on Wednesday, March 9th 7:00- 9:30 PM, “How can we love cars and hate traffic?: Getting around Acton” The MinuteVan Dial-A-Ride service was available during special late hours to provide transportation to this meeting.
- Acton is currently awaiting MBTA Commuter Rail Fitchburg line improvements that will include double-tracking in Acton and construction of new platforms at the South Acton station, meaning more users at a station which already has a full parking lot by 7:10 am.
- Town representatives regularly participate in Work Without Limits, Easter Seals, and Transportation Association of America courses and initiatives.



Subj: **Fwd: Projections**
 Date: 3/21/2011 10:18:43 P.M. Eastern Daylight Time
 From: lsr57@comcast.net
 To: MABAshton@aol.com

FYI--Slight Correction--Boxborough and Stow are seeking ways to do their own rail shuttle, but we meet regularly once a month and they are watching the progress of our dial-a -ride to determine how we all might create a regional system that services Acton and the surrounding towns in some consolidated way.

Lauren

Begin forwarded message:

From: Michele Brooks <mbrooks@transactionassoc.com>
Date: March 20, 2011 11:11:03 PM EDT
To: Lauren Rosenzweig <lsr57@comcast.net>
Cc: Cindy Frene <cfrene@transactionassoc.com>, Steve Ledoux <sledoux@acton-ma.gov>, Franny Osman <frannyola@aol.com>, Mike Gowing <mikeg.acton@gmail.com>
Subject: Re: Projections

Hi Lauren,

Jen has gone through all of our current D-A-R riders and has put together the following list of how they could be categorized:

Seniors - 28
 Disabled - 25
 Students - 14
 Commuters - 7
 Don?t Know - 23*
 Total of 97 different riders.

FYI: Of the 23 "don't know", she can make an educated guess that 11 don't fall into one of the categories but are people simply without access to a car.

With regard to the most current ridership projections here is what we put together for the resubmission of the YR2 grant and the YR grant submission for the D-A-R:

Year 2
 Estimated Daily Passengers: 18
 Estimated % Disabled Riders: 50%
 Estimated % Student Riders: 25%

Year 3
 Estimated Daily Passengers: 25
 Estimated % Disabled Riders: 50%
 Estimated % Student Riders: 25%

In January we carried an average of 6.5 passengers per day and 7.5 passengers per day in February.

At this point, since it looks like both Boxborough and Stow are moving toward operating their own services, I am not sure it makes sense to add anything to these figures.

I understand that the funders want to focus on hard numbers but I think it's really important to stress that the first six months of this project have really been about setting up the operations. It is

unrealistic to think that you could just put a fully formed service on the road and start marketing. It was necessary to develop the logo, set the schedules and policies, get fare media set-up, and so on.

Michele

Quoting Lauren Rosenzweig <lsr57@comcast.net>:

Hi Cindy,

Can you project what the likely ridership would be for the dial-a-ride program at peak? This would include the possible students taking it per day, and what the increased ridership would be when most people in town knew it was available.

How would we make predictions for what ridership might be if Boxborough, Stow, Littleton, and Maynard joined in?

I am working with Niki Tsongas' office to try to save the dial-a-ride. The testimonials are a great help, but this group seems data and money driven. Anything you could send to help is appreciated, or direct me where I might find some information.

Steve--we had a study done by MAPC or CTPS many years ago, looking at where the apartments were and where transportation might be needed and by how many people. If we can track that down it would be great.

Lauren

Lauren Rosenzweig Morton

LSR57@comcast.net

978-263-8918 (home)

978-821-4172 (cell)

Michele Brooks
Senior Associate
TransAction Associates

This message was sent using IMP, the Internet Messaging Program.

Lauren Rosenzweig Morton
LSR57@comcast.net
978-263-8918 (home)
978-821-4172 (cell)

=

2011 Annual Town Meeting Warrant Worksheet (3/22/2011 Draft)

| * = Consent, # = Citizens Petition | | | | | | | |
|------------------------------------|---------|--|--------------------------|-----------------|-------------------|-----------------|---------------|
| Number | Consent | Title | Board of Selectmen | | Finance Committee | | Staff |
| | | | Assigned | Recommendation | Assigned | Recommendation | |
| 1 | | Choose Town Officers | Lauren Rosenzweig Mortor | Recommended | Ashton | Recommended | N/A |
| 2 | | Budget Transfer | Terra Friedrichs | Deferred | Clifford | | Ledoux |
| 3 | * | Council on Aging Van Enterprise Budget | Mike Gowing | Recommended | Noone | | Mercurio |
| 4 | * | Nursing Enterprise Budget | Pamela Harting-Barrat | Recommended | Clifford | | Halley |
| 5 | * | Septage Disposal Enterprise Budget | Pamela Harting-Barrat | Recommended | Sharp | | Halley |
| 6 | * | Sewer Enterprise Budget | Pamela Harting-Barrat | Recommended | Sharp | | Barrett |
| 7 | * | Ambulance Enterprise Fund | Mike Gowing | Recommended | Evans | | Ledoux |
| 8 | * | Recycling and Transfer Station Enterprise Budget | Mike Gowing | Recommended | Sharp | | Ledoux |
| 9 | * | Self-Funding Programs (Revolving Funds) | Terra Friedrichs | Recommended | Brandon | Recommended | Murray |
| 10 | * | Town Board Support – Acton-Boxborough Cultural Council | Terra Friedrichs | Recommended | Ashton | Recommended | Ledoux |
| 11 | | Town Operating Budget | Lauren Rosenzweig Mortor | Recommended | Ashton | Recommended | Ledoux |
| 12 | | Fund Collective Bargaining Agreement - Police Patrol Officers | Lauren Rosenzweig Mortor | Deferred | Noone | | Ledoux |
| 13 | | Fund Collective Bargaining Agreement - Highway & Municipal | Lauren Rosenzweig Mortor | Deferred | Noone | | Ledoux |
| 14 | | Personnel, Capital Equipment and Improvements | Lauren Rosenzweig Mortor | Recommended | Mullin | Recommended | Multiple |
| 15 | | Acton Public Schools Budget | Lauren Rosenzweig Mortor | Recommended | Brandon | Recommended | S. Mills |
| 16 | | Acton-Boxborough Regional School District Assessment | Lauren Rosenzweig Mortor | Recommended | Ashton | Recommended | S. Mills |
| 17 | | Minuteman Regional School District Assessment | Lauren Rosenzweig Mortor | Recommended | Evans | Recommended | E. Bouquillon |
| 18 | | Community Preservation Program - Direct Appropriations | Janet Adachi | Recommended | Noone | Recommended | Bartl |
| 19 | | Resale of Piper Lane Property | Janet Adachi | Recommended | Noone | Recommended | Ledoux |
| 20 | | Land Acquisition - Quail Ridge | Mike Gowing | Deferred | Mullin | | Ledoux |
| 21 | # | Citizens Petition - Amend Town Bylaws - Duties of the Finance | Lauren Rosenzweig Mortor | Deferred | Ashton | Not Recommended | C. Kadlec |
| 22 | # | Citizens Petition - Resolution Legislative Action for Publically F | Pamela Harting-Barrat | Not Recommended | | | D. Stone |
| 23 | | Resolution Regarding Next Generation Children's Center | Terra Friedrichs | No Position | Tindal | | P. Ashton |
| 24 | | MBTA Station Elevator - Maintenance Agreement | Pamela Harting-Barrat | Recommended | Clifford | | Ledoux |
| 25 | | MBTA Station Elevator - Appropriation | Pamela Harting-Barrat | Recommended | Clifford | | Ledoux |
| 26 | | Home Rule Petition - Senior Citizen Property Tax Relief | Mike Gowing | Recommended | Evans | Recommended | McMullen |
| 27 | | Modify Veterans Exemption | Mike Gowing | Recommended | Evans | | McMullen |
| 28 | | Preservation, Rehabilitation and Reuse of Historic Towne School Property | | Deferred | Clifford | | |
| 29 | | Community Shuttle - Third Year Grant Match | Mike Gowing | Recommended | Ashton | | TAC |
| 30 | | Amend Zoning Bylaw – Groundwater Protection District Map | Pamela Harting-Barrat | Recommended | Sharp | Recommended | Bartl |
| 31 | * | Amend Zoning Bylaw – Corrections and Clarifications | Pamela Harting-Barrat | Recommended | Tindal | Recommended | Bartl |
| 32 | * | Amend Town Bylaws - Handicapped Parking | Mike Gowing | Recommended | Sharp | | Ledoux |
| 33 | * | Amend Town Bylaws - Non-Criminal Disposition, Handicapped | Mike Gowing | Recommended | Sharp | | Ledoux |
| 34 | * | Amend Town Bylaws - Council on Aging | Mike Gowing | Recommended | Tindal | | Ledoux |
| 35 | * | Land Acquisition - Robbins Mill Estates Open Space | Mike Gowing | Recommended | Brandon | Recommended | Bartl |
| 36 | * | Accept Streets - Canterbury Hill Road & Blueberry Path | Mike Gowing | Recommended | Brandon | Recommended | York |
| 37 | * | Abandon Road Easement - Ticonderoga Road | Mike Gowing | Recommended | Brandon | Recommended | York |
| 38 | * | Accept Sidewalk Easements - High Street | Pamela Harting-Barrat | Recommended | Tindal | | York |
| 39 | * | Accept Sidewalk Easements - Summer Street | Pamela Harting-Barrat | Recommended | Tindal | Recommended | York |

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|----|---|--|-----------------------|-------------|--------|-------------|----------|
| 40 | * | Accept Sidewalk Easements - Martin Street | Pamela Harting-Barrat | Recommended | Tindal | Recommended | York |
| 41 | * | Accept Sidewalk Easement - Main Street | Pamela Harting-Barrat | Recommended | Tindal | Recommended | York |
| 42 | * | Accept Sidewalk Easement - Arlington Street | Pamela Harting-Barrat | Recommended | Tindal | Recommended | York |
| 43 | * | Accept Sidewalk Easement - Spruce Street | Pamela Harting-Barrat | Recommended | Tindal | Recommended | York |
| 44 | * | Hear and Accept Reports | Terra Friedrichs | Recommended | Ashton | Recommended | N/A |
| 45 | * | Highway Reimbursement Program (Chapter 90) | Terra Friedrichs | Recommended | Mullin | Recommended | Murray |
| 46 | * | Insurance Proceeds | Terra Friedrichs | Recommended | Tindal | Recommended | Murray |
| 47 | * | Gifts or Grants | Janet Adachi | Recommended | Ashton | Recommended | Murray |
| 48 | * | Federal and State Reimbursement Aid | Terra Friedrichs | Recommended | Mullin | Recommended | Murray |
| 49 | * | Performance Bonds | Terra Friedrichs | Recommended | Tindal | Recommended | Murray |
| 50 | * | Sale of Foreclosed Properties | Terra Friedrichs | Recommended | Mullin | Recommended | Murray |
| 51 | * | Elderly Tax Relief – Reauthorize Chapter 73 of the Acts of 198 | Mike Gowing | Recommended | Evans | Recommended | McMullen |
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Example of Acton Plan

Tax Cap = 10% of household income plus amount of circuit breaker relief

Exemption cannot exceed 50% of total tax bill

Assumptions for a senior resident:

| | | |
|-------------------------|---|----------|
| Circuit breaker maximum | = | \$970 |
| Household income | = | \$25,000 |
| Property taxes | = | \$7,500 |

Calculation of exemption (cap):

| | | |
|-----------------------------|---|----------------|
| 10% of household income | = | \$2,500 |
| Plus circuit breaker relief | = | <u>\$ 970</u> |
| Total tax due under cap | = | \$3,470 |
| Total Tax | = | <u>\$7,500</u> |
| Maximum exemption | = | \$4,030 |
| 50% of tax bill (ceiling) | = | \$3,750 |

Exemption cannot exceed 50% therefore exemption is \$3,750 not \$4,030.

Total amount of relief cannot exceed \$50,000 each year for three year trial period and is funded from overlay