



**TOWN OF ACTON**  
**COMMUNITY PRESERVATION COMMITTEE (CPC) MEETING MINUTES**  
**January 10, 2023 - 7:30 PM**  
**Virtual**

**Present:** Bill Alesbury - Chair (BA), Steve Trimble - Vice Chair (ST), Nancy Kolb (NK), Alissa Nicol - Clerk (AN), Victoria Beyer (VB), Lori Cooney - Associate (LC), Walter Foster (WB), Michaela Moran (MM), James Colman (JC) joined after minutes approved

**Absent:** Dean Charter

**Others Present:** Kristen Guichard - Town Planning Director (KG), Melissa Settipani-Rufo (MSR), Joe Will, Mike Gendron (MG), Bettina Abe (BAbe)

BA called the meeting to order at 7:30 PM and read the notice regarding virtual meetings, and attendance was taken via roll call vote.

**I. Regular Business**

**1. Residents' concerns** - none

**2. Review and approve minutes from previous meetings**

VB moved and ST seconded a motion to approve the minutes of 12/13/22.  
Minutes were approved unanimously.

**II. New/Special Business**

**3. Application Presentations**

- a. Town of Acton Recreation Department - NARA Bridge Boardwalk Reconstruction - MSR presented the \$155,300 ask, down from \$355,300 due to \$200,000 state earmark funding secured), boardwalk originally constructed in 1999 and has undergone several repairs, new construction will use TREX

boards, helical piles as foundation; BA noted that it looks in poor shape, AN asked about new construction method being resilient to flooding, MSR noted that this construction technique is resilient and there is a need for project to go before ConsCom

- b. Town of Acton Conservation Division - Camp Acton Road and Culvert - MG, Conservation Agent, presented ask for \$15,000 to regrade access road leading to 8 site Camp Acton (1 accessible site) and culvert, adjoins 400 acres of conservation land, access road is washed out, culvert is deteriorating, 15-18" pipe to replace, pipe and most (if not all) of gravel to be provided by Town dept; ST asked about keeping pipe unclogged, MG noted that it needs to be monitored, but stream has good flow, VB asked who does plowing and asked that care needs to be taken if plowing newly regraded gravel roadway, MG noted that it is done by town, JC asked if paving was considered, MG no, not sure about financials and desirability of impervious surface, JC noted that Conservation Commission will ask about erosion control during NOI, LC noted she is familiar with roadway, and it is in bad shape, AN asked about rebuilding stone culvert, MG noted expense
- c. Town of Acton Conservation Division - Jenks Conservation Land Culvert Replacement Phase 1: Engineer Site Work - BAbe presented \$87,535 ask to replace 50-70 year old culvert, debris blocks frequently, 5x too small, overflows often, applying for Building Resilient Infrastructure and Communities (BRIC) grant from MEMA (if awarded, will withdraw application), SLR Engineering Services has provided scope of work and fee proposal for work, JC asked if the project needs to go out to bid, BAbe because it is over \$50,000, yes, ST asked if standard practice, BAbe noted that a major operation in communities around the state is the creation of Climate Action Plans and resiliency preparedness efforts, Corey York is looking at compliance for Acton's culverts, ST asked if providing 3 different options is reasonable for scope of work and will CPC be asked for next phase funding, BAbe doubts a return to CPC as the cost will be high, grants available, JC noted that ConsCom will ask for alternatives of conceptual design, LC asked if this work would be needed even in absence of drowning event, BAbe yes as the culvert is significantly undersized, AN also wonders about need for 3 options as 2 other projects presented tonight will also be before ConsCom, but no alternatives necessary, JC explained that this project is large and complicated, and impact to stream and wildlife will need to be assessed, BAbe noted that questions about need for crane, access for flatbed trucks to deliver culvert, etc. must be answered, BA asked about timeline for BRIC grant, BAbe deadline to submit pre-application is 1/25

### **III. Administrative Matters and Updates**

#### **4. Next Meeting Dates**

1/24 - Town Historic Preservation projects  
2/14 - Open Space, Chapel, and Admin projects  
2/28 - Begin deliberations  
3/14 - Final funding decisions  
3/28 - Review Draft Warrant Articles

KG - Planning Staff to draft Committee Report for Annual Report (Due 2/28). Will circulate and add to 2/14 agenda.

BA reminded committee members that half-build ceremony for Habitat project at 26 Carlisle Road is scheduled for 1/19/23 at 10:00 AM. All are invited.

AN moved to adjourn the meeting, and VB seconded. The motion passed unanimously, and the meeting was adjourned at 8:45 PM.

**Documents used at the meeting:**

CPC Meeting Minutes - 121322.docx

2023 Community Preservation Committee Applications

“NARA Bridge Boardwalk Reconstruction, CPC Presentation, Town of Acton Recreation Department”

CPC Presentation - Camp Acton Access Road and Culvert

“Town of Acton Jenks Conservation Land Fort Pond Brook Culvert Replacement Project”

Documents can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-16227>

**For more information about Community Preservation Committee contact  
cpc@actonma.gov or 978-929-6631**