



TRANSPORTATION ADVISORY COMMITTEE

Meeting Minutes

June 25, 2025

5:30 p.m.

VIRTUAL MEETING VIA ZOOM

Present: Rama Balakrishna (Chair), Zhengyu Huang, Andreas Kinzmaier, Chris Brandon, Paula Walsh

Absent: Nirupama Velankar (Council on Aging Liaison)

Select Board Representative: Jim Snyder-Grant

Invited guests and identified: Bob Sekuler, Bob Stathopoulos (HSH), Erik Heels, Corey York (Acton DPW), Laura Ducharme (Acton Transportation Coordinator)

1. Opening

- a. Chair Rama Balakrishna opened the meeting at 5:34 p.m.

2. Regular Business

- a. Approval of Meeting Minutes: Postponed to future meeting
- b. Council on Aging Update: None
- c. Select Board Update:
 - i. Select board noticed they left behind transportation program when they reviewed short and long term goals but they agreed it is brought forward from the previous year.
 - ii. Rama – concern about moving goals forward
 - iii. Discussion of High St vertical drop/wall at Main Street, Corey York said they have a structural engineer working on options to resolve this. They can't attach a barrier to the existing wall.

3. New/Special Business

- a. Citizen/Member Concerns: none raised
- b. Engineering update:
 - i. Presentation by Bob Stathopoulos of Howard Stein Hudson on School Street analysis / final report. Review of speeds study, accident history, turning movement counts, pedestrian / bicycle safety, public feedback, suggested short / mid / and long term enhancements. A pdf of the complete study is posted on the Town of Acton Engineering web site.
- c. Transportation Coordinator discussion:
 - i. Laura discussed issues with CAT shuttle vans, town is looking in to replacing them with leased vans.
 - ii. Discussion of shuttle data which Laura is forwarding to the committee each month. Chris is trying to track down answers about definitions and presentation of the numbers.
 - iii. New software which is supposed to provide better counts will go into use July 1.



- iv. Rama noted reports show CAT ridership has dropped recently, wondered if reason was known. Laura noted the CAT schedule changed April 1. Stop and Shop was added but some other stops were eliminated. A GPS tracker will be used in the CAT June 3 through 17th and a consultant has been engaged to review that data for potential route improvements.
- d. Sidewalk ranking criteria review – reviewed what Rama did earlier with additional suggestions in the spreadsheet by Chris. This was an overview by Rama to help prepare for another committee review at a future meeting.

4. Adjournment

A motion to close the meeting was made at 7:13 by Zhengyu and seconded by Paula. Roll call was taken, and the motion was unanimously approved.



Attachments:

All the information is available on the Engineering Division's website <https://www.actonma.gov/126/Engineering>

Information on the Complete Streets Plan is linked

here <https://doc.actonma.gov/dsweb/View/Collection-18716> which includes the updated Traffic Calming Policy

Information on the Main Street Route 2 to Acton Center Complete Street Assessment is linked here <https://doc.actonma.gov/dsweb/View/Collection-18751>

Acronyms:

ADA= Americans with Disability Act

ARPA= American [COVID-19] Recovery Program Act

Boston MPO= Boston Metropolitan Planning Organization, the part of MassDOT that disburses federal transportation funds

BAG= Bicycle Advisory Group (formed January 2021)

CMAQ= Congestion Mitigation and Air Quality

COD= Commission on Disabilities

COVID= Novel Coronavirus 2019 causing a worldwide pandemic in 2020

CTPS= Central Transportation Planning Staff, within the Boston MPO, within MassDOT

**Landline= a signage and way-finding project to connect communities by bike and pedestrian, by MAPC and MassTrails of MassDOT.*

MAGIC= Minuteman Advisory Group on Inter-local Coordination, which is our 13-town subregion of the Metropolitan Area Planning Council

MAPC= Metropolitan Area Planning Council

MassDOT=Massachusetts Department of Transportation

MBTA= Massachusetts Bay Transportation Authority

NRG=Nashoba Regional Greenways Coalition

SATSAC= South Acton Train Station Advisory Committee

TAC= Transportation Advisory Committee

TMA= Transportation Management Association