



TRANSPORTATION ADVISORY COMMITTEE

Meeting Minutes

August 20, 2025

5:30 p.m.

VIRTUAL MEETING VIA ZOOM

Present: Rama Balakrishna (Chair), Andreas Kinzler, Paula Walsh, Chris Brandon, Bob Sekuler

Absent: Zhengyu Huang, Nirupama Velankar (Council on Aging Liaison)

Select Board Representative: Jim Snyder-Grant

Invited guests and identified: Laura Ducharme (Acton Transportation Coordinator)

1. Opening

- a. Chair Rama Balakrishna opened the meeting at 5:35 p.m.

2. Regular Business

- a. Approval of Meeting Minutes
 - i. The April 30, 2025 meeting minutes were reviewed. Paula moved to accept the minutes and Andy seconded. Roll call was taken and the minutes were unanimously approved with typographical edits.
 - ii. The May 28, 2025 meeting minutes were reviewed. Andy moved to accept the minutes and Paula seconded. Roll call was taken and the minutes were unanimously approved with typographical edits.
 - iii. The June 25, 2025 meeting minutes were reviewed. Bob moved to accept the minutes and Andy seconded. Roll call was taken and minutes were unanimously approved with typographical edits.
- b. Council on Aging Update: None
- c. Select Board Update: Jim stated the select board hasn't met for a while so didn't have any specific updates.

3. New/Special Business

- a. Citizen/Member Concerns:
 - i. Bicycle discussions:
 - 1. Corey was not present but the committee discussed email from Corey following questions from Andy about possible future bicycle routes. One was the connection from the West Concord train station to the South Acton station, potentially crossing WR Grace property. Jim noted this relies on a housing proposal that would include a shared pedestrian / bike path. There isn't any plan currently for the town to own this land. Another option is cutting across Acton Water District land north of Lawsbrook Road to connect to the Bruce Freeman Rail Trail after it crosses Route 2.



2. The second concerned straightening the route from the South Acton train station to the Bruce Freeman Rail Trail. Corey hadn't seen this second proposal yet.
3. Jim continued that he and David Martin are preparing for a meeting next week with MAPC around planning bicycle connections between towns.
 - ii. Kelly's Corner: Jim confirmed the project still seems to be on schedule.
 - iii. Signal at Hayward and Main: Jim confirmed no funding is in place for this yet.
 - iv. High Street and Main signal and crosswalks: Rama reiterated very long-standing issues for pedestrians walking on High Street and at Main Street.
 - v. Bob asked if there are accepted guidelines for placement of pedestrian signal push buttons, including for bike trails.
 - vi. Rama raised the question of a TAC session with the Select Board. Jim indicated he can ask the chair to schedule it as part of a Select Board meeting. The TAC should prepare a short presentation with a detailed agenda in advance. TAC should also wait until after a joint meeting between the TAC and the Commission on Disabilities to learn about their concerns.
 - vii. Discussion of how to fund more extensive sidewalk construction in town. Jim said the Select Board has discussed a few possibilities and quickly decided neighborhood funding isn't feasible. Capital funding will likely be difficult in the short term because the town needs to resolve DPW building funding as its next priority.
- b. Engineering update: None
- c. Transportation Coordinator update
 - i. Laura confirmed the consultant looking at Acton van services will attend the September 24th TAC meeting.
 - ii. Discussion of new shuttle scheduling software including personal observations about the software from Chris
 - iii. The Town Manager has approved funding to hire a 10-12 hour per week driver for the electric van. This will be used primarily to supplement morning COA trips.
 - iv. Discussion of occasional rental of the two town-owned vans for group activities.

4. Adjournment

A motion to close the meeting was made at 6:52 by Chris 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