



Kelley's Corner Steering Committee

Meeting Minutes

11 July 2019

7:00 pm

Room 204, Acton Town Hall, 427 Main Street

Present	Andy Brockway (chair), David Manalan, Dean Charter, Derrick Chin (PB), Jon Benson (BoS), Larry Kenah (clerk, EDC), Pat Clifford, Peter Darlow (DRB)
Not Present	Bob Van Meter, Christi Andersen (FinCom), Erin Bettez
Town of Acton	Kristen Guichard (Planning Department)
GPI	See below

Greenman-Pedersen Inc (GPI) is the engineering firm responsible for developing the detailed plans and interacting with MassDOT. There were four members from GPI at this meeting. They guided the discussion.

- Lindsey DiTonno – Project manager
- Chris Howard – Project Engineer
- Ron Headrick – Landscape Architect
- Robert White – Landscape Architect

Context

This was the first meeting of KCSC since before Spring Town Meeting. Here are key occurrences since the previous meeting and this meeting.

- Article 5, funding for supplemental engineering costs for the Kelley's Corner Improvement Initiative, was supported by 89% of town meeting voters.
- In light of overwhelming support from the town, MassDOT indicated that they will pay for the additional engineering costs, moving the financial obligation from the Town to the State.

Opening

Andy Brockway opened the meeting at 7:05 pm.

Regular Business

1. Approval of Meeting Minutes



The meeting minutes from the 25 March 2019 KCSC meeting were reviewed and approved, with minor edits, unanimously.

New/Special Business

The primary subject of this meeting was a landscape design workshop scheduled for later this summer. This public workshop will give members of the public an opportunity to provide input to the 75% plan, the next major milestone in the Kelley's Corner Improvement Initiative.

The 75% plan is different from the 25% plan in at least two ways.

- The plan goes into a lot more detail about aspects of the plan that have already been described. For example, the existing plans show the layout of roadways in two dimensions. The 75% plan extends the plans below the surface, exploring utilities, drainage, and the like.
- Some topics like lighting, trees and greenery, and pavement surfaces have been discussed earlier but were not part of the 25% plan. The general heading of "landscape design" includes these subject areas.

2. Format and Materials for the Landscape Design Public Workshop

The landscape design workshop will include four discussion topics.

- Trees and Greenery
 - Street tree design for soils, survivability, and appropriateness
- Pavements
 - Hardscape for materials, constructability, and maintenance
- Public Spaces and Amenities
 - Comfortable places, spaces, and furniture
- Lighting
 - For roadways and pedestrian areas

There would be a separate area set aside in Room 204 for each of these topics. People attending the workshop could move from one station to another.

Discussion Topics

During the course of the meeting we talked about different topics.

Overall Concept

Andy Brockway pointed out that the final result of this project is more than roadways and crosswalks and trees and lighting. There needs to be a coherence in the way that these pieces are put together, a unity of design. Andy argued that GPI needs to create this concept.

Trees

The "trees" are so far nothing more than elements on a drawing. We might consider a smaller number of taller trees (that contribute to the overall design concept).



3. Scheduling and Outreach for the Public Workshop

The public forum will take place later this summer. After some discussion, the landscape design workshop will be held on Thursday, 15 August 2019, at 7:00 pm in Room 204 of Acton Town Hall.

4. Project Status and Schedule

Date for Delivery of 75% Plan

The 75% plan will be submitted on 1 October 2019. This does not allow a lot of time between the design workshop and the deadlines imposed by this submission date.

ROW Process

The town can now begin conversations with property owners about right of way (ROW).

- Discussions about Community Lane are likely to begin in late August.
- Other discussions will take place later this year, probably in October.

The ROW discussions are not coupled with the 75% plan.

Spring Town Meeting Articles

There are two articles related to Kelley's Corner (and specifically to the ROW acquisitions) scheduled for Spring 2020 Town Meeting.

- The first article will authorize the Select Board to acquire the various land parcels. This article will require a 2/3 vote.
- The second article will actually fund the acquisitions. We were unsure during this meeting whether this article would require a simple majority or a 2/3 vote.

Next Meetings and Adjournment

The Landscape Design Workshop is scheduled for Thursday, 15 August 2019, at 7:00 pm.

There is no next meeting scheduled for KCSC but we would like to meet at the end of August (perhaps 29 August).

Shortly after 9:00 pm, it was moved and seconded to adjourn the meeting. The motion was approved unanimously.

Documents and Exhibits Used during This Meeting

The following documents were handed out at the meeting and are also available on the town Web site.

- Draft Minutes March 25 2019
- KC Agenda 7-11-19.pdf

These documents can be found at



<http://doc.acton-ma.gov/dsweb/View/Collection-11195>