



Kelley's Corner Steering Committee

Meeting Minutes

4 February 2020

7:30 pm

Room 9, Acton Town Hall

472 Main Street, Acton MA

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

Opening

Larry Kenah opened the meeting at 7:33 pm.

Meeting Minutes

Minutes were approved, with minor edits, for the KCSC meeting that took place on 22 October 2019.

Minutes were approved, with one minor edit, for the KCSC meeting that took place on 23 January 2020.

Public Outreach

Project Updates

Drainage constraints will require no street or landscape buffer on the west side of Main Street north of Mass Ave (across the street from Quill & Press and the Gulf station).

The town has applied for a grant from Wayfinding for both temporary and permanent signage throughout Kelley's Corner. The grant will include design for a branding scheme for Kelley's Corner.

Article at Town Meeting

The single article related to Kelley's Corner that will be discussed and voted on at Spring Town Meeting will authorize the Board of Selectmen to acquire the property required to implement the plan and to allocate funds for the purchase.



The numbers have not yet been finalized but they look like they will come close to the earlier estimates of \$1.5M. This article will require a 2/3 vote at town meeting.

Meetings with Property Owners

The town has been meeting with individual property owners for some time now to agree on a purchase price for each parcel and also to discuss dealing with traffic and other issues during construction.

In addition to the obvious temporary signs that will be installed, the businesses asked for help in pointing drivers to their businesses.

The State is negotiating with owners of property along Mass Ave (Route 111). These negotiations seem to be comparable with the ones being conducted between the town and other property owners. The state schedule is slightly later than the town's schedule.

During this discussion at the KCSC meeting, someone pointed out that the Acton Water District will piggy back its "dig up the street" projects on the infrastructure construction so that the Acton residents and other drivers only need to deal with a single traffic construction project.

Outreach Meetings

Jon Benson discussed the outreach efforts that were made in early 2019 before last year's town meeting and suggested that we use a similar set of meetings this year. He will work with individual committee members to assign specific people to specific meetings and get together.

Public Forums

Kristen Guichard discussed the two public forums that will take place between now and town meeting.

- The first meeting, to be held in late February, will include all property owners directly affected by the project. This includes property owners who will be selling parcels of land to the town but also residents and businesses located inside the boundaries of the project.
- The second meeting is a public forum that will include any and all residents who choose to attend.

Property Owner Round Table

This meeting will change the focus of the project from goals and plan development to the reality of a construction project.

- A visual overview of the project will serve as the centerpiece of the project.
- We will provide project updates and an approximate timeline.
- Projected construction schedule (day/night work, etc)
- Construction mitigation and next steps

We will pay special attention to people's concerns and what they would like the town to consider.



Kelley's Corner Public Forum

This forum, aimed at the general public, will provide the latest updates from the landscape design workshop.

A second station will describe the article that will be presented at town meeting and provide an overview of the project, both its history and steps going forward.

- Project schedule
- Funding
 - Already allocated and spent
 - Future requests (including article at town meeting)
 - State and Federal contributions

Finally, committee members and town staff will be interested in listening to any other comments about the project.

Final Dates for These Meetings

In addition to talking about the content and structure of these meetings, Kristen wanted to select final dates for both meetings. At the end of this discussion, these were the dates for the two events.

- Property Owner Round Table (Thursday, 27 February 2020)
- Kelley's Corner Public Forum (Thursday, 19 March 2020)

The details about these two meetings can be found in one of the documents listed at the end of these minutes (KC Outreach Planning for Feb March 2020).

Future Dates

Here is a summary of relevant dates going forward.

KCSC Meetings and Public Forums

KCSC Meeting (Tuesday, 18 February 2020)

- KCSC Meeting
 - 7:30 pm to 9:30 pm
 - Acton Town Hall (Room 126)

Property Owner Round Table (Thursday, 27 February 2020)

- Property Owner Round Table
 - 7:00 pm
 - Auditorium
 - Acton Boxborough Administration Building
 - 15 Charter Road



KCSC Meeting (Thursday, 12 March 2020)

- Tentative KCSC Meeting
 - 7:30 pm to 9:30 pm
 - Acton Town Hall (Room 9?)

Kelley's Corner Public Forum (Thursday, 19 March 2020)

- Kelley's Corner Public Forum
 - 7:00 pm
 - Room 204
 - Acton Town Hall

Other Dates Leading to Town Meeting

- 5 March – School Committee
- 10 March – Finance Committee
- 16 March – Final date for BoS recommendations
- 6 April – Spring Town Meeting

Dates Related to Construction

- July 2020 – Submission of 100% plan
- 24 April 2021 – Advertise bids for actual construction
 - This date has moved earlier in the construction calendar
- UNKNOWN Date – Special town meeting to discuss funds for pedestrian lighting
- October 2021 or later – Construction begins

Next Meetings and Adjournment

The next regularly scheduled meeting for the Kelley's Corner Steering Committee will take place on Tuesday, 18 February 2020.

Other events related to Kelley's Corner are described earlier in these notes.

The meeting adjourned at 9:29 pm.

Documents and Exhibits Used during This Meeting

The agenda for this meeting and the draft minutes reviewed and approved at this meeting

- 2.04.20 KCSC Agenda
- Rev 1 KCSC Meeting Minutes 22 October 2019 Rev 1
- DRAFT KCSC Meeting Minutes January 23, 2020

and notes about upcoming public meetings and event schedule

- 2020 Outreach to ATM (schedule)
- KC Outreach Planning for Feb March 2020 (plans for two public forums)



can be found at

<http://doc.acton-ma.gov/dsweb/View/Collection-12121>