



53 RIVER STREET MASTER PLAN COMMITTEE

MEETING MINUTES

NOVEMBER 3, 2020

7:00 PM

Virtual Meeting

Present: David Martin, Stephanie Krantz, Peter Hocknell, Lou York, Bill Alesbury, Ilana Liebert, Bill Klauer, Matthew ‘Selby’ (Staff).

Absent: Don Boyle.

1. Opening

David Martin called the meeting to order at 7:05 PM via a virtual meeting with no committee members in physical attendance and broadcasted via Zoom.us virtual meeting platform.

2. Regular Business

A. A quorum is present.

B. Citizens’ Concerns – none.

C. Approval of the minutes from the 06 October 2020 committee meeting: Motion to accept made by Bill Alesbury and seconded by Bill Klauer. Voting took place via role call:

Peter Hocknell – Aye

Bill Alesbury – Aye

David Martin – Aye

Stephanie Krantz – Aye

Ilana Liebert – Aye

Lou York – Aye

Bill Klauer – Aye

D. Archaeological Study update: a Request for Quotes (RFQ) was sent out to a list of firms recommended by the Acton Historical Commission. Gray & Pape Heritage Management was awarded the contract as the lowest quote at approximately \$28,000. Selby worked with the Town Manager to get the contract signed by both parties and the process to obtain an archaeological permit from the Massachusetts Historical Commission is underway. Weather permitting, the study is expected to be performed before winter sets in. The study scope includes: 1) a desktop survey and associated field preparation, 2) performing subsurface imaging of the ground, highlighting areas for additional test pits if



needed, 3) if artifacts are discovered, they will be curated and catalogued, and 4) a report will be prepared and provided to the Acton Historical Commission. The MVP grant is being used to fund this effort, and this work must be completed by June 30, 2021.

- E. CPA application: The CPC met last week, and the deadline for new CPA proposals is now December 16. Selby is seeking \$75,000 in order to get to 100% design stage for the dam removal. The CPA category for this request would be Recreation. Bill Alesbury asked, since this represents the committee's third request, do we expect to apply for future funding requests? Selby answered this is a possibility, depending on whether alternative funding sources (Federal, State, etc.) can be identified. Current cost estimates for dam removal are approximately \$1.5M. Historic preservation efforts may be ideally funded via a future CPA application. Selby anticipates having a draft of the CPA application ahead of our December meeting.
- F. Letter to abutters: Ilana provided editorial feedback to the draft letter. David pointed out that the letter does not clearly state the intention to remove the dam; suggests including this language in the introductory paragraph. Lou recommended we provide this to FEMA for feedback to best obtain the appropriate language, but this may take time. Stephanie suggested that we provide this letter now just to provide abutters with a current status report, with future updates to follow. It was noted that links to the EAP are provided in the draft letter. David suggests clearly stating re: the choice of removing the dam or repairing, we are recommending removal (based on all factors – safety, cost, avoiding annual maintenance of a rebuilt dam, etc.). The question was raised whether the letter should include future uses of the property? It was then pointed out that the letter to abutters is part of compliance with the EAP. It was also recommended that the committee include either Selby's or the Committee's email address in the letter.

The vote to have Selby accept the committee's edits to the letter and submit to abutters was moved by Bill Alesbury and seconded by Peter Hocknell. Voting took place via role call:

Peter Hocknell – Aye
Bill Alesbury – Aye
Ilana Liebert – Aye
Stephanie Krantz – Aye
Lou York – Aye
Bill Klauer – Aye
David Martin – Aye

- G. Selby provided the committee with a park design proposal from landscape architect Dennis Dale Design. The committee agreed to wait for the results from the archaeological study report prior to discussing the proposal.
- H. This committee's next meeting will take place virtually on December 1 at 7 pm. The subsequent meeting after that is scheduled for January 5 at 7 pm (virtually).



- I. Motion to adjourn was made at 7:55 by Bill Alesbury and seconded by Ilana Liebert.
Voting took place via role call:
- Peter Hocknell – Aye
 - Bill Alesbury – Aye
 - David Martin – Aye
 - Stephanie Krantz – Aye
 - Ilana Liebert – Aye
 - Lou York – Aye
 - Bill Klauer – Aye

Documents and Exhibits Used During this Meeting:

- Meeting Agenda for November 3, 2020
- Draft minutes from the October 6, 2020 committee meeting
- Draft letter to property abutters (dated November 2, 2020)