

Capital Improvement Plan

FY2026-FY2035



Town of Acton,
Massachusetts

December 16, 2024



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On the cover: Captain Isaac Davis Monument was restored in 2024 with CPA funds and a Veterans' Heritage Grant

Below: World War Monument also restored in 2024 and Captain Isaac Davis Monument on a foggy night in December 2024





Executive Summary

The preliminary Town of Acton FY2026 – FY2035 Capital Improvement Plan (CIP) outlines \$111.738 million in needed investments in the community. The CIP is a planning tool to help the Town forecast and prioritize needs in key areas such as infrastructure, sustainability initiatives, complete streets, economic development, and public safety.

This plan is an important part of the budget process as it identifies long-term needs and investment priorities to inform the work that goes into developing the annual operating budget. After receiving initial feedback from the Select Board and Finance Committee, the final recommended capital plan for FY2026 will be adjusted to meet the anticipated revenues as part of the Town Manager's Recommended FY2026 Budget.

Due to current fiscal challenges there is uncertainty about the availability of revenues for capital investments. As such, the FY2026 Preliminary Capital Budget is meant to serve as a needs assessment and not a specific capital investment strategy. We will continue to aggressively pursue grants and work with our state and federal partners to leverage outside funding sources. The capital plan for FY2026 will be adjusted to meet the anticipated revenues as part of the budget process with further guidance from the Select Board and Finance Committee.

In addition to a proposed debt exclusion for the DPW Facility, there are 29 projects shown starting on page 10 and each project has information about financing and brief comments about how the project could be addressed. The Select Board annually sets goals which are used to focus investments in the CIP. Projects responsive to Select Board goals are included in FY2026 preliminary capital budget including:

- Public Works Facility – Final Design and Construction (Debt Exclusion Project)
- Complete Streets and Sidewalk Improvement Projects
- The development of a Stormwater Infrastructure capital plan, including possible funding scheme
- Hayward/Main Intersection Construction

This CIP should be considered a living document, in particular the later years of the plan. Funding proposals exceed the funding available in the short and long term. Balancing the plan going forward will be difficult without additional revenue. If additional revenue is not available the plan can be modified in the following ways:

- Elimination or deferral of projects
- Usage of stabilization funds to help fund projects
- The incorporation of revenue from outside funding sources such as federal stimulus funds or grants
- Revenue from a voter approved debt exclusion for specific projects or general operational override

The CIP is reflective of the Town's various strategic planning efforts, which in turn are representative of community values and priorities. Facility improvement projects within the CIP are following the guidance of the Town wide Facility and Electrification Study, including the DPW Facility project and Town Hall Electrification and HVAC project.

The largest project within the CIP is the Final Design and Construction of the DPW Facility. The project aims to design and construct a new Public Works Facility to address the inadequacies of the current 1970 structure, which is undersized and outdated, failing to meet current building code, OSHA and ADA requirements, insufficient fire protection, or Acton's expanded needs. The facility's limitations negatively impact operations, emergency responses, and employee safety while increasing maintenance costs and inefficiencies. This new \$44.5 million facility is essential to ensure the DPW can effectively serve the growing community with safe, efficient, and sustainable operations into the future. To learn more about the project, please visit the DPW Building Committee website at –

www.actonma.gov/dpwfacility

More details about other strategic planning and goals reflected in the CIP are on the following pages.



Acton Successfully Utilizes Grants to Make Local Investments

Town of Acton staff aggressively pursue grants to offset local investment and accomplish goals of the Select Board other community priorities. Over the last six months of 2024 the Town of Acton was awarded \$1.55M in competitive grants. This financial support significantly enhances our ability to complete projects and programs in the CIP. This financial support significantly enhances our ability to complete projects and programs in the CIP. The following is the list of the 16 grants received in the last six months with a brief description. Reach out to manager@actonma.gov with any questions about these grants.

\$500,000 LAND Grant

For acquiring 32 acres of open space on Wetherbee Street for conservation purposes

\$250,000 FY25 Municipal ADA Improvement Grant

ADA improvements to the Chapel at the Woodlawn Cemetery

\$187,450 MassDOT Shared Streets and Spaces Program

to implement the program which will provide three stations in Acton, two in Concord, one in Lincoln and one in Maynard with a total of 42 bikes including 7 adaptive bikes to be used by renters as recreation, to improve access to services and amenities, and to commute to and from one of the 4 rail stations along the bike share's route.

\$126,750 FY25 Dam and Seawall Program

For Bellows Farm Mill Dam Removal and Nashoba Brook Restoration

\$100,000 FY25 MassDOT Transportation

To fund operations for combined dispatch and local public transportation services

\$90,000 FY24 Community Planning Grant

To create an Economic Development Strategic Plan to help direct efforts and resources towards a clearly defined vision for the future

\$57,500 FY25 Community Compact Cabinet's Efficiency and Regionalization (E&R) grant program

For the costs associated with: undertaking a Fire Department and Ambulance Services Efficiency Evaluation and Regional Services Survey in order to review operational efficiency

\$50,000 FY25 Community Compact Cabinet's Best Practices Program Equity Audit

For conducting a town/city wide equity audit to determine what the existing barriers are to equitable representation and participation, access and opportunity for all residents and business owners

\$40,000 FY25 Community Compact Cabinet's Best Practices Program Community Health Assessment

For conducting Health and Community Needs Assessment, adopting strategic practices to advance health equity in local health both internally within their departments and externally with communities and other government agencies

\$32,000 FY25 MassDOT Transportation

Mobility management funding to update and improve the existing multi-town transportation coordination system by hiring a transportation consultant to create a transportation strategic plan, manage the RFP process, and guide the Town through implementation

\$30,000 FY25 EOHL Community Planning Grant

to conduct an economic feasibility analysis which is required to be able increase affordability beyond the current 10% in our MBTA zoning district

\$25,000 Energy Efficiency and Conservation Block Grant (EECBG) funding

for Energy Efficiency for All campaign

\$25,000 FY25 Municipal Road Safety Grant Program

For traffic enforcement activities

\$25,000 FY25 Earmark Executive Office of Economic Development (EOED)

For improvements to the River Street Park in South Acton

\$5,100 EMPG Grant (Emergency Management)

\$14,293.98 Firefighter SAFETY & EQUIPMENT GRANT



Acton's Capital Planning Process

The Town of Acton is governed by its Town Charter and Town Bylaws, as amended, establishing the Select Board - Town Manager form of government. The legislative body of Acton is an Open Town Meeting comprised of all registered voters. The capital planning process in Acton tracks closely with the development of the operating budget.

The process begins in September, when departments are asked to develop and submit capital project requests. The Town Manager develops the preliminary capital budget and long-term capital improvement plan (CIP), which is presented at a joint meeting of the Select Board and Finance Committee in December. After receiving initial feedback, the capital plan for FY2026 will be adjusted to meet the anticipated revenues as part of the Town Manager's Recommended FY2026 Budget.

The recommended capital budget is then further discussed and refined before it is transmitted to the Finance Committee (along with the recommended operating budget proposal) for review. Additional refinement may be made prior to the closing of the Annual Town Meeting warrant. Town Meeting votes on warrant articles that include the annual capital budget for the ensuing fiscal year, but does not vote on the long-term CIP.

Long Term Capital Planning

The Town of Acton's ten-year Capital Improvement Plan (CIP) comprises three main components: the FY2026 capital budget plan and the mid- and long-term project plans. The final FY2026 capital budget is actionable and will be considered by Town Meeting and, if approved, expended in the upcoming fiscal years. The CIP itself does not authorize expenditures, but instead serves as a roadmap for future investments and a foundation upon which to build longer-term planning efforts.

While some municipalities produce a simple, one-year capital plan, longer-term plans allow a town to be better prepared for future needs in terms of financing strategies, seeking grant opportunities, timing of synergistic projects, and creating ample opportunity for robust feasibility, planning, and design processes. The Government Finance Officers Association (GFOA) notes that a capital plan should cover "at least three years, preferably five or more." As with any strategic, long-term planning document, this CIP is designed to be flexible, recognizing that the local environment, available resources, priorities, and technologies change over time.

Each year, as part of the annual capital budgeting process, Town leadership and department staff will review the CIP and adjust the scope, cost, and timing of projects as needed. As projects move up to years 2-5, staff will begin design work or engage outside design professionals, begin right-of-way or easement acquisition, and begin procurement preparation, such as completing bid and construction documents. The long-term CIP comprises projects in years 6-10 and are generally conceptual, with rough estimates and timelines. While the long-term CIP can contain planned replacements of major assets with known lifespans, such as a fire pumper truck, it also can include anticipated replacement of assets based on observed trends and expected deterioration, as is often the case with bridges and roadways where annual inspections allow for trend-based projections. Trends in expenditures are also used to project future capital replacement and maintenance needs as well; while a specific need may not yet be identifiable, the Town can realistically assume that a certain amount of funding for building maintenance and fleet replacement will be an annual requirement.



Strategic Planning and Goals Reflected in the CIP

The CIP is reflective of the Town's various strategic planning efforts, which in turn are representative of community values and priorities. The Select Board annually sets goals which are used to focus investments in the CIP as shown below. The CIP also reflects various strategic plans and policies, including the 2022 Climate Action Plan (CAP) as detailed on the next page, the Acton 2020 Comprehensive Community Plan as outlined below, the 2020 ADA Transition Plan, the 2018 Municipal Vulnerability Preparedness (MVP) assessment, 2014 Complete Streets Policy, Town-wide Facility and Electrification Study, Asset Management Plan, Acton's Open Space and Recreation Plan (OSRP), and Hazard Mitigation Plan (HMP), and other plans.

Acton Select Board July 8, 2024 Goals

Short Term Capital Goals	Long Term Capital Goals
(#2) Make progress on complete street improvements in the Powder Mill Corridor, West Acton Village, River and Chadwick Street, and on Great Road	(#1) Complete study and implement recommendations of Fire/EMS staffing, facilities, and deployment
(#3) Bring DPW facility project to Town Meeting in May of 2025. Get approval, move forward	(#3) Develop and implement comprehensive Stormwater Infrastructure capital plan, including funding scheme
(#5) Complete River Street Park	(#4) Continue Main Street intersection and complete streets improvements, i.e. Hayward Road, plus Central Street, School Street, Maple Street, High Street, Nylander Way
View the full list of goals at http://www.actonma.gov/sb	



Acton 2020 Comprehensive Community Plan

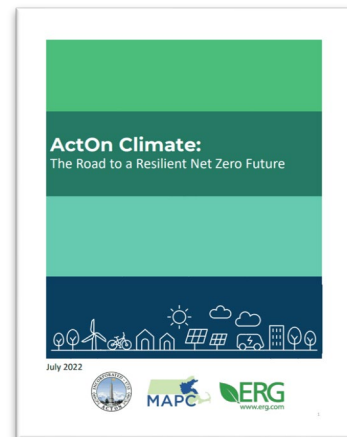


GOAL 1: Preserve and Enhance Town Character	Objective 4.2: Provide more playgrounds, fields for team sports, parks, and conservation lands.
Objective 1.1: Strengthen planning tools to manage growth pro-actively.	Objective 4.3: Support additional cultural activities.
Objective 1.2: Preserve and enhance key centers.	GOAL 5: Support Inclusion and Diversity
Objective 1.3: Preserve rural characteristics and open space.	Objective 5.1: Support residents of all ages.
Objective 1.4: Preserve historic buildings and landscapes.	Objective 5.2: Support households of all income levels.
Objective 1.5: Foster an understanding and appreciation for what makes Acton unique, including its history.	Objective 5.3: Embrace cultural diversity.
GOAL 2: Ensure Environmental Sustainability	Objective 5.4: Support citizens with disabilities in participating fully in the life of the community.
Objective 2.1: Protect the quality and quantity of Acton's water.	GOAL 6: Preserve and Enhance Town-Owned Assets and Services
Objective 2.2: Reduce waste and the accumulation of toxins.	Objective 6.1: Protect Town-owned open space.
Objective 2.3: Reduce emissions of carbon dioxide and other greenhouse gases.	Objective 6.2: Support excellence in schools.
Objective 2.4: Move toward patterns of land use and land protection that support broad biodiversity, soil preservation, and healthy local agriculture.	Objective 6.3: Manage the Town's facilities efficiently.
GOAL 3: Improve Connections	Objective 6.4: Provide high quality services that are responsive to community needs.
Objective 3.1: Make walking and biking easier and safer.	Objective 6.5: Provide excellent public health and safety services.
Objective 3.2: Improve transportation around Town.	GOAL 7: Maintain and Improve the Financial Well-Being of the Town
Objective 3.3: Promote communication among Town government, citizens, schools, and the business community.	Objective 7.1: Promote fiscal responsibility.
Objective 3.4: Support and strengthen neighborhoods.	Objective 7.2: Promote economic development that supports other Acton 2020 planning goals.
GOAL 4: Provide More Opportunities for Community Gathering and Recreation	Objective 7.3: Improve existing commercial areas.
Objective 4.1: Create new gathering spaces and make better use of existing ones.	Objective 7.4: Support the financial ability of all residents to stay in Acton for a lifetime.
View the Plan: https://www.actonma.gov/326/Acton-2020-Committee	



Climate Action Plan

The Town of Acton's Climate Action Plan (CAP) provides a detailed and strategic framework for measuring and planning to reduce greenhouse gas emissions while also building community resilience to prepare for climate change impacts. This CAP builds a roadmap for Acton to make informed decisions regarding where and how to achieve the largest and most cost-effective emissions reductions, while also ensuring that the benefits of a sustainable future accrue to all. The CAP will serve as a living document to guide the Town's work towards meeting its net-zero by 2030 goal. Acton's climate action planning process was done in one year and two phases and included more than 20 community engagement activities. Phase I of the planning process (June – December 2021) resulted in the development of the Town's CAP Blueprint. This document outlines the community's climate goals, priorities, and strategies. In January 2022, the Town moved into Phase II to conduct technical analysis on the draft strategies to project potential greenhouse gas (GHG) reductions, associated costs, and benefits. In conjunction with this community-wide climate planning process, the Town and the Acton-Boxborough Regional School District also collaborated to develop an Electrification Roadmap — an analysis of priorities and next steps for the electrification of seven key existing public municipal and school buildings.



[Read the Climate Action Plan](#)

ACTON'S CLIMATE GOALS:

- **BUILDINGS & HOUSING** Commercial and industrial buildings and homes in Acton are built and retrofitted to be energy efficient, net zero carbon, healthy, affordable, and resilient. Acton actively influences policies at the state and federal level to support rapid and affordable building decarbonization.
- **ENERGY** Acton's electricity is fossil-fuel free, renewable, reliable, and affordable. Acton's residents, businesses, and municipal government use locally owned renewable energy from New England whenever possible.
- **MOBILITY** All community members have access to safe and affordable transportation choices that will result in zero carbon emission, reduce Vehicle Miles Traveled (VMT), and lead to healthier and stronger communities. Acton neighborhoods, commercial, and community centers are interconnected through infrastructure improvements and redesign that allows reliable and multiple modes of transportation. Acton actively influences programs and policies that support zero emission, affordable, accessible, and reliable regional transportation systems.
- **NATURE-BASED SOLUTIONS** Acton's natural resources are protected, managed, connected, and restored to increase carbon sequestration, equity, resilience, and biodiversity. Local land use policy encourages affordable, diverse, transit-oriented and net zero housing while also enhancing nature-based solutions.
- **SOLID WASTE** Acton increases its waste diversion rate through town-wide programs, bylaws, and policies to streamline, prevent, reduce, reuse, compost, and recycle waste.
- **RESILIENCE** Acton prepares for climate impacts, including drought, flooding, more frequent and/or severe storms, extreme heat, biodiversity loss, and local supply disruptions.



FY2026 Preliminary Capital Budget – Debt Exclusion

Consistent with the Select Board goal this FY2026 preliminary capital budget includes a plan to submit a debt exclusion article for final design and construction of a new Public Works facility at the 2025 Annual Town Election and Town Meeting.

Debt Exclusion Project

	Project Title	FY2026 Request	Town Manager Comment	Term	Rate	Estimated Cost
DPW-12	Public Works Facility – Final Design and Construction	\$43,000,000	high priority	30	4.25%	\$2,584,591

This Debt Exclusion funding request of \$43,000,000 is for the final design and construction of a new Public Works Facility. During the 2023 Annual Town Meeting, funding was approved for conceptual design of a replacement facility. In addition, a DPW Building Committee was formed by the Select Board, who have been charged with working with Town staff to procure an Owners Project Manager and Design Firm to assist with the design and project management. Weston & Sampson has been retained as the project designer and have been working with the DPWBC and staff on design. The current DPW facility was constructed in 1970 and no longer meets the town's needs. Originally designed for 36,000 square feet but built at only 19,000 square feet, the facility is significantly undersized. Acton's population has grown from 14,770 in 1970 to over 24,000 in 2020, a 62% increase that has resulted in expanded responsibilities for the DPW. However, the existing infrastructure has not kept pace with this growth, leading to space shortages, operational inefficiencies, and safety concerns. Structural issues, such as settlement cracks and buckling load-bearing walls, further highlight the building's poor condition, while outdated systems fail to meet modern building, energy, accessibility, and safety codes.

The question often comes up of why move this project forward now? It comes down to values and being smart with our resources. Safety, quality public services, and fair working conditions for employees are all priorities we care about as a community. The current facility is inefficient, costly to maintain, and delays only make things more expensive—construction costs are anticipated to escalate by about 5% every year, meaning today's \$43 million estimate could become \$52.3 million by 2029. By moving forward now, we can tackle this important project in the most cost-effective way, saving money in the long run and ensuring we meet the needs of our residents and employees.



Exterior design of potential new Acton DPW



FY2026 Capital Preliminary Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 Debt Exclusion Project Detail

DPW-12 Public Works Facility – Final Design and Construction - \$43,000,000

(continued from prior page)

A new DPW facility is essential to address these pressing issues and to ensure that the department can meet the town's growing needs. As a critical first responder, the DPW provides vital services, including snow removal, storm cleanup, and emergency road repairs. A new facility will enhance operational efficiency, reduce response times, and improve safety for employees. The proposed design also incorporates sustainable features such as geothermal wells and stormwater management systems, aligning with the town's commitment to environmental stewardship and compliance with its fossil-fuel-free bylaw.

Beyond resolving immediate operational challenges, the new facility would provide long-term benefits for the community. It would support the DPW's essential services while offering multi-purpose spaces for training and public use. By investing in this project, Acton ensures that its infrastructure will remain reliable and adaptable to meet the needs of residents for decades to come.

The limitations of the current facility creates bottlenecks in operations, negatively impacting emergency response times and employee safety. Essential areas like locker rooms and training spaces are insufficient, and women's locker facilities are notably lacking. Moreover, inefficient layouts hinder workflow, while inadequate storage forces vehicles and equipment to be stored outdoors, exposing them to the elements and reducing their lifespan. These challenges underscore the facility's inability to support the DPW's critical role in the community.



Vehicle storage area in current DPW garage.



FY2026 Preliminary Capital Budget - Borrowing

The FY2026 preliminary capital budget in this document would require additional revenue beyond what is anticipated within the existing tax levy. The tables summarizing the projects proposed for FY2026 by funding source are shown below. The Town Manager Comment is included to provide input into the Select Board's prioritization discussions. After receiving feedback from the Select Board and Finance Committee, the revised FY2026 capital budget will be presented along with the Town Manager's Recommended Operating Budget.

General Fund Debt Projects				Estimated Borrowing Costs		
	Project Title	FY2026 Request	Town Manager Comment	Term	Rate	Est. Annual payment
SU-1	Town Hall HVAC/Electrification	\$3,750,000	<i>high priority, cost shared *</i>	30	4.25%	\$98,493
DPW-15A	Complete Street – Hayward/Main Int.	\$1,900,000	<i>could be deferred to FY27</i>	15	4.25%	\$173,889
DPW-15B DPW-16	Complete Streets and Sidewalks	\$1,900,000	<i>could be deferred to FY27</i>	15	4.25%	\$173,889
FD-2	Fire Engine Replacement	\$1,500,000	<i>high priority</i>	10	4.25%	\$187,245
DPW-11	Library/Town Hall Parking Lot	\$1,200,000	<i>high priority</i>	15	4.25%	\$109,825
OP-3	Window Replacements Fire Stations	\$950,000	<i>could be deferred to FY27</i>	20	4.25%	\$71,459
DPW-3	19 Maple Street Site Improvements	\$850,000	<i>could be deferred to FY27</i>	15	4.25%	\$77,792
DPW-23	Stormwater Program (Bridge/Culvert)	\$850,000	<i>part of SB long term goal, high priority</i>	5	4.25%	\$192,276
OP-4	Public Safety Radio Project Phase 2	\$750,000	<i>continues FY25 project, high priority</i>	10	4.25%	\$93,623
Total GF Debt		\$13,650,000				\$1,178,491

* Annual debt service shared with Energy Efficiency Fund, see page 11



FY2026 Preliminary Capital Budget – Free Cash

The list of below includes capital projects which could possibly be funded through free cash. Free cash, certified by the state each July 1, represents a municipality's surplus funds available for appropriation. It is calculated as the total of cash and receivables, minus current liabilities, earmarked reserves, and reserves for uncollected taxes. Municipalities often use free cash to fund projects because it is flexible, avoids adding debt, and does not burden taxpayers. This funding source ensures that only genuinely available resources are used, maintaining fiscal responsibility and stability.

Free Cash Projects

		FY2026 Request	Town Manager Comment
PD-2	Police Fleet – Cruiser Replacement	\$225,000	<i>high priority</i>
OP-6	Building Improvements	\$150,000	<i>Reduce to \$100,000</i>
FD-3	Fire Department Command Vehicle	\$115,000	<i>Reduce to \$100,000</i>
FD-5	PFAS Free Turnout Gear – Phase 1	\$450,000	<i>Reduce to \$90,000, Multi-year project</i>
DPW-11	Electronic Message Board	\$175,000	<i>Reduce to \$75,000</i>
FD-3	Handheld Radio Replacement – Phase 1	\$120,000	<i>Reduce to \$60,000, Multi-year project</i>
OP-1	Roof Design for 6 Facilities	\$100,000	<i>Reduce to \$50,000, Multi-year project</i>
OP-5	Town Meeting Clicker Replacement	\$50,000	<i>high priority</i>
DPW-10	South Acton Traffic Signal – Replacement	\$50,000	<i>high priority</i>
DPW-5	Vegetation Management Program – Invasives	\$25,000	<i>high priority</i>
HHS-1	Childcare and Transfer Station Subsidy	\$40,000	<i>high priority</i>
CEL-1	Fireworks for 4th of July Celebration	\$40,000	<i>high priority</i>
Total Free Cash		\$1,540,000	



FY2026 Preliminary Capital Budget - Special Revenue & Enterprise

The Town currently utilizes a number of special revenue, revolving, and enterprise funds to support operations and projects, helping to reduce the tax burden to residents. The following projects are shown as funded through a variety of sources including the proceeds from sale of real property; revolving and enterprise funds; trust fund and the energy efficiency fund.

The recommended use of sale proceeds are from the \$1,000,000 sale of real property located at 348-364 Main Street.

The Energy Efficiency Fund (EEF) was established through a home rule petition in 2012. This dedicated account is used to provide funds for energy efficiency, energy conservation, or renewable energy projects in town, as well as towards energy savings in town-owned facilities or properties. Funds may be deposited into or expended from this fund with approval from a majority of the Acton Select Board. This fund currently receives revenues from solar PILOT agreements, vehicle charging stations, vehicle sales, and net-metering credits from the Town solar field located at the Transfer Station. For example a solar project being constructed on the WR Grace property will provide \$131,000 in annual revenue to the EEF over a 20-year period starting in November of 2025 and this revenue will support the Town Hall electrification project proposed below.

Special Revenue, Enterprise and Revolving Funds Projects

		FY2026 Request	Town Manager Comment
OP-2	PSF Building Improvements – locker room/sprinklers	\$400,000	<i>Sale Proceeds</i>
LB-1	AML Public Bathrooms and Carpet Replacement	\$350,000	<i>Sale Proceeds</i>
OP-7	Town Facilities Capital Town Hall/ NARA Park	\$250,000	<i>Sale Proceeds</i>
DPW-23	Stormwater Management Program – Study Utility	\$100,000	<i>Revolving</i>
DPW-14	Transfer Station Facility – Front End Loader	\$225,000	<i>Enterprise</i>
SU-1	Town Hall HVAC and Electrification debt (cost share) *	\$125,000	<i>Energy Efficiency Fund</i>
DPW	Street Light Replacement Study	\$25,000	<i>Energy Efficiency Fund</i>
CEM-1	Cemetery Master Plan Update	\$80,000	<i>Trust Fund</i>
Total Special Revenue Funds		\$1,555,000	

* Annual debt service shared with general fund , see page 9



FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

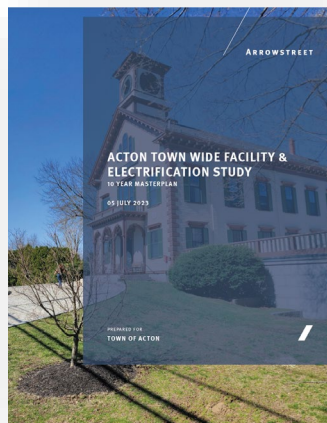
FY2026 General Fund Debt Project Details

SU-1 Town Hall HVAC/Electrification Project - \$3,750,000 (offset by Energy Efficiency Fund)

This funding request of \$3,750,000 is for an HVAC and Electrification Project at Town Hall. More specifically, this project aligns funding for the Design Services of HVAC replacement and the Electrification of Town Hall was allocated through ARPA funding by the Select Board. Design services for the project were paid for through ARPA funding allocated by the Select Board.

The current HVAC system at Town Hall is well beyond its useful life and does not adequately provide the building and staff with proper cooling and heating. Due to the age and condition of the system, there has been an increase in maintenance needs and repairs throughout the year. In order to electrify the heating systems, the existing HVAC system should be removed and replaced with a new all electric heating HVAC system. According to the Facilities Study, the \$3.75 million project includes replacing the existing gas fired boiler plant and air cooled chilled plant with a new air source to hydronic hot and chilled water heat pump system that would provide low temperature hot water (approx. 130 deg F) and chilled water to building terminal heating and cooling fan coil units.

This project is in line with the Climate Emergency Declaration passed at a Special Town Meeting in September 2020, which calls for net zero emissions as quickly as possible, with a target date of 2030. This project is also directly connected to the goals of the Climate Action Plan, which the Select Board voted to support in 2022 and by Town Meeting in 2022, which voted in support of “Mobilizing Acton’s Climate Action Plan.” More specifically this project aligns with Strategy B3 in the Climate Action Plan, under Buildings & Housing, which calls for the Town to “Lead by example to improve the energy efficiency of the town’s municipal buildings and schools and transition that building stock to net-zero emissions.” This work aligns with the Select Board Long-Term Goal #6 from 2023, which calls to “Continue progress on the climate action plan implementation.” Finally, as previously mentioned, the Town Wide Facility & Electrification Study prioritizes the Town Hall HVAC system upgrade. That study can be found [HERE](#)





FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

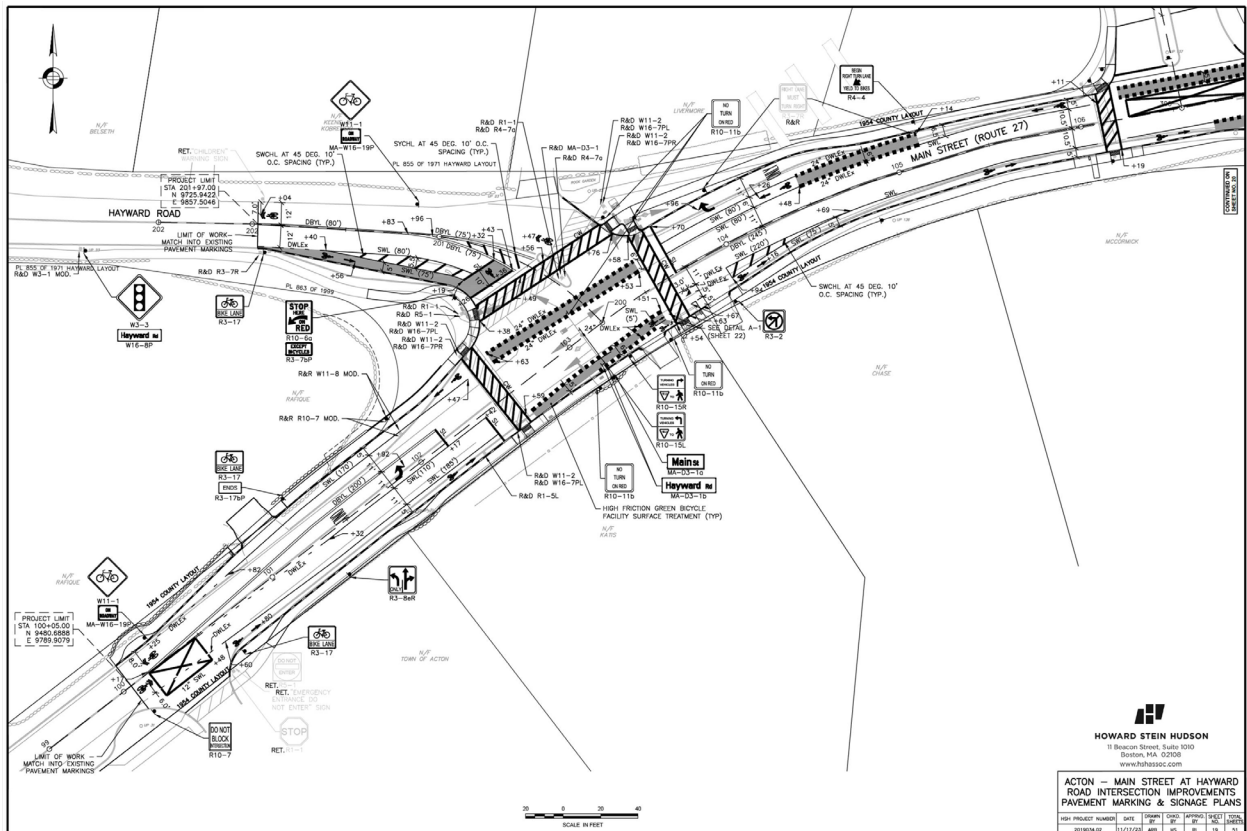
FY2026 General Fund Debt Project Details

DPW-15A – Complete Streets – Hayward/Main Intersection Construction - \$1,900,000

2024 Select Board Long Term Goal #4

This funding request is for the reconfiguration, reconstruction and signalization of the Hayward/Main Intersection, and includes sidewalk construction along Jefferson Drive. The Department of Public Works is seeking funding to continue the Town's efforts in the Complete Streets Program. This funding would continue a commitment to substantially invest in creating a safer street network for walking and biking through Acton. This project will include funds to construct sidewalks, bicycle accommodations, traffic signals, and traffic calming measures that will provide a connected, integrated network that is safe for all modes of transport such as pedestrians, bicyclists, and vehicular travel. For more information on the Town's Complete Streets program, please visit: <https://actonma.gov/582/Complete-Streets-Program>. For more information on the Hayward/Main Intersection project, please visit: <https://doc.acton-ma.gov/dsweb/View/Collection-14243/Document-79215>

Hayward and Main Intersection Improvement Plans – 100% Design





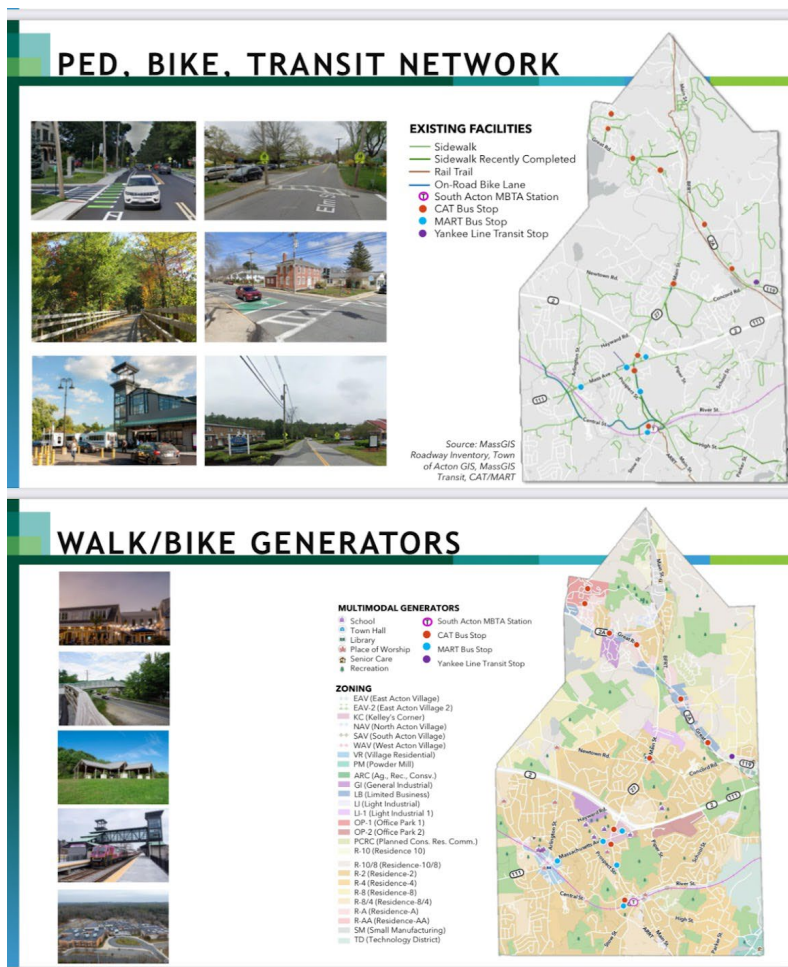
FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

DPW-15B & 16 – Complete Streets and Sidewalk Program – New Construction - \$1,900,000

This funding request is for the continued sidewalk construction and complete streets improvements throughout the Town. These projects have a long lead time and rely on extensive planning, design, approval from abutting property owners, and proper funding. As a result, there is currently a backlog of roadways that have been prioritized for these complete streets improvements. The priorities are currently being evaluated with the assistance of an outside consultant. Slides from a recent public hearing are shown below. The FY26 request is a portion of the estimated more than \$40M investment needed to complete the priority sidewalk segments and complete streets improvements. Additional information may be found at: <https://actonma.gov/582/Complete-Streets-Program>.



Fiscal Year	Estimated Cost
FY2026	\$ 5,633,600
FY2027	\$ 6,232,258
FY2028	\$ 5,687,201
FY2029	\$ 5,439,808
FY2030	\$ 4,813,020
FY2031	\$ 4,428,119
Underway	\$ 949,000
Other Potential Sources	\$ 7,800,000
Total	\$ 40,983,007



FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

FD-2 Fire Engine Replacement - \$1,500,000

This funding request is for the replacement of the current 2005 Ferrara Engine (#27) that has 126,696 miles of usage throughout town. The purchase will be for a new engine that will meet National Fire Protection Agency standards for automotive Fire Apparatus’.

Acton Fire operates three (3) primary Fire Engines ("Pumpers") out of three stations. Currently there are two (2) Reserve Engines that are available to be placed into service when a Primary Engine is out for periodic maintenance or is out of service for repairs. Reserve Engines are also placed into service during large scale or multiple emergencies when an "All Call" is placed for off-duty members to return to the stations and staff the Reserve Engines. The Reserve Engines are being placed into service more and more often, as Primary Engines experience increasing mechanical issues and are in need of repair. Reserve Engines require frequent maintenance and repairs as well. Over \$80,500 was spent on repairs to Engines in FY24 as costs for repairs are skyrocketing. The current Capital Improvement Plan calls for Engines to be replaced in FY28, FY30 and FY32. The build time for an Engine is currently over 2 years. To ensure we are able to take this engine out of service prior to failure, the Fire Department requests funding a replacement in FY26 to allow the two year build period to begin. Several years ago, Acton maintained one Reserve Engine for each Primary Engine to ensure continued operational capacity in the event a primary Engine is out of service. Over the years, we have "lost" this additional safety net, further driving the need for replacements





FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

DPW-11 – Town Hall/Library Parking Lot - \$1,200,000

Funding in the amount of \$1,200,000 will be utilized to undertake improvements to the Acton Town Hall and Library Parking Complex. Design funding (\$60,000) was appropriated in FY24 to hire a consultant to develop a final design and construction bid documents for the project. Improvements to the parking complex will include maximizing space in an effort to provide as many parking spaces as possible for visitors of the Library, Town Hall, and ultimately, 17 Woodbury; creating better traffic flow for visitors of the Library and Town Hall; improving connectivity between the facility within the campus; installation of additional charging stations will be considered; and incorporation of feedback from the public meetings held by both the Select Board and the Memorial Library Trustees. This improvement will help further our complete streets program as well.





FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

OP-3 Window Replacements, Fire Stations - \$950,000

The request for \$950,000 is for the replacement of failing windows at Fire Stations 1, 2, and 3. Currently, the windows located at these three stations are in very poor condition, continuously break and fail throughout the year, a number of these windows do not open or close properly due to their poor condition, and do not create a properly sealed environment.

Many older fire stations still have their original windows, which are often outdated and no longer meet modern standards for energy efficiency, safety, or functionality. Over the years, these windows have deteriorated, with issues like broken seals, warped frames, and single-pane glass that offers little insulation. As a result, these stations experience significant heat loss during winter and overheating in summer, driving up utility costs and creating uncomfortable conditions for firefighters and staff. Installing new windows would address these inefficiencies, improving energy conservation and reducing long-term operational expenses.

The safety of firefighters and emergency personnel is paramount, and outdated windows can pose significant risks. Older glass is less durable and can shatter more easily during severe weather or other emergencies. Additionally, windows that no longer open or close properly can impede ventilation, critical in facilities that often deal with smoke or other hazardous conditions. Modern window designs include advanced materials and locking mechanisms that enhance security, ensuring that the fire station remains a safe and functional space for its occupants.

Replacing windows also has a positive impact on the aesthetic and professional appearance of a fire station. As a public-facing building, the station is a symbol of trust and readiness in the community. Clean, functional, and energy-efficient windows project a sense of pride and care, reinforcing the station's role as a vital part of local infrastructure. Investing in window upgrades demonstrates a commitment to maintaining facilities that are as dependable as the firefighters who serve within them.



FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

DPW-23 – Bridge/Culvert Design and Construction - \$850,000

This funding request for \$850,000 will be utilized to further our stormwater management program, including repairs and upgrades to the following: bridges, culverts, drainage pipes, catch basin & manhole structure, ditches, dams, infiltration & detention structures. Stormwater is a regulated water resource and the objective is to maintain and provide a safe stormwater management system that will enhance the Town's water quality. In addition to maintaining, repairing and improving our existing stormwater management system, we'll also continue to build and leverage our Stormwater Asset Management Plan (AMP). The Department of Public Works takes an active role in the maintenance, inspection, construction, public outreach and compliance with the United States Environmental Protection Agency's, National Pollutant Discharge Elimination System (NPDES) Permit. This Stormwater Asset Management Plan (AMP) includes a prioritization of each infrastructure type with recommendations to combat aging infrastructure and climate change vulnerabilities. In addition to identifying future projects to address climate change concerns in Town, this AMP considers ongoing work related to the Town's Municipal Separate Storm Sewer System (MS4) Permit compliance program and align the Capital Improvement Plan (CIP) with compliance obligations and future water quality needs. The results of the assessments, survey, and strategy help target urgent needs as well as project our future needs.



ACTON ASSET
MANAGEMENT
PLAN
Summary Report

40 SHAFRICK ROAD | Suite 110
Andover, Massachusetts 01810
800.626.6262

woodardcurran.com

0230364.08
Town of Acton,
MA
August 2023

Stormwater
Drainage System
Asset
Management
Plan (AMP),
August, 2023

*Example of a
Culvert under a
public way*



Photo 3-1: CLV-36A – Zoom camera video snapshot showing deterioration in a culvert



*Parker Street
Bridge
(A-02-010)*



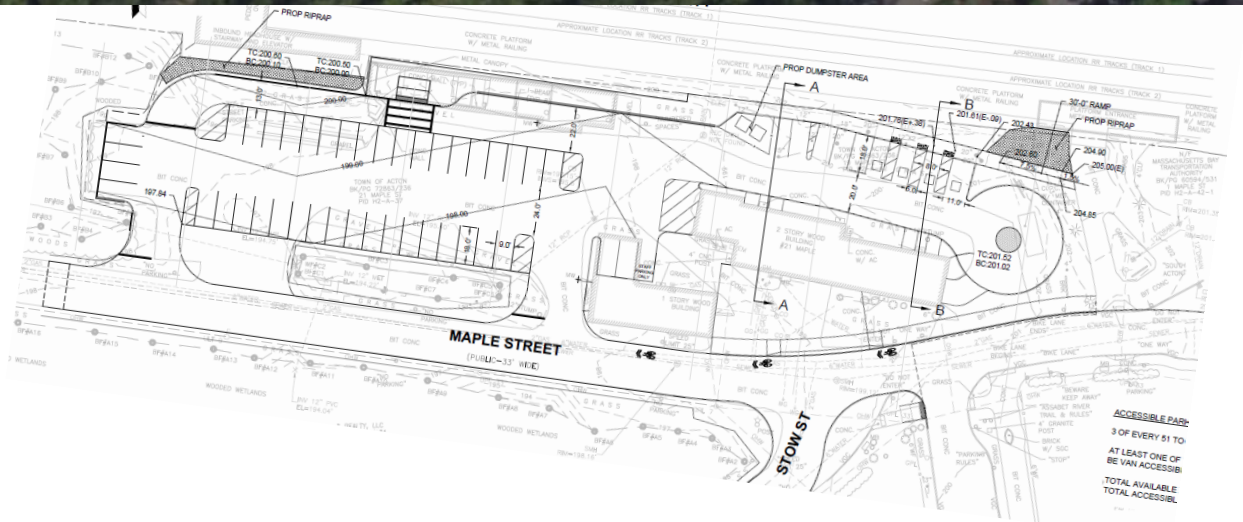
FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

DPW-3 – 19-21 Maple Street Site Improvements - \$850,000

This funding request for \$850,000 will be utilized for the final design and construction of 19-21 Maple Street site improvements. The Town completed a study of the property in 2021 and sought proposals for the re-use of the existing building(s). As the Food Pantry prepares to relocate their operations to this facility, the Town wants to complete the final design and re-develop the property and construct the off-site improvements to the road and access to the MBTA train platform. Shown below is an aerial photograph of the exiting condition and a sketch showing the conceptual improvements.





FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 General Fund Debt Project Details

OP-4 Public Safety Radio System Replacement Phase 2 - \$750,000

The request for \$750,000 will allow the Town to complete Phase 2 of needed upgrades to the public safety radio system. This phase will include upgrades to the Town-wide radio system, a continuation of Phase 1 efforts funded at the 2024 Annual Town Meeting which are currently underway. Additional upgrades will include replacement of the current single transmitter to a simulcast operational system and will incorporate a new frequency that will be dedicated to the Highway Department. This current system remains the point of greatest risk of significant failure due to its age and decreasing compatibility with current day systems. This phase will also include the following steps:

1. Replacement of current analog system with a digital repeater system.
2. Replacement of single transmitter currently in place with a simulcast transmitter.
3. Incorporate a new frequency that will be dedicated for the Highway Department.

New handheld radio that will be used to communicate with the new dispatch center radio consoles.





FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 Free Cash Project Details

PD-2 Police Fleet – Cruiser Replacement – \$225,000

Funding in the amount of \$225,000 for the purchase of three new hybrid police cruisers. As of FY2024, all cruisers have been successfully transitioned to hybrid vehicles.

OP-4 Facility Improvements - \$100,000

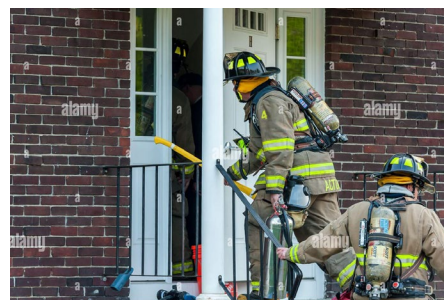
Funding in the amount of \$100,000 for improvements and maintenance associated with Town public facilities. This includes projects identified within the Acton Town Wide Facility & Electrification Study (found here – [Town-Wide Facility and Electrification Study](#)). Additionally, improvement projects will be included that are focused on maintaining our 28 Town facilities, consisting of 268,622 s.f.

FD-3 Fire Department Command Vehicle - \$100,000

Fire Department Command Vehicles are in heavy use on a regular basis. Older vehicles are placed into more ancillary use by members for transportation to outside training events, continued schooling, and the Recruit Academy. They are also utilized for the movement of equipment and resources within town and to deliver and pickup equipment for repair. As the command vehicles rotate through the system, one is always available as a backup Command Vehicle if the primary is out of service or in major or multiple emergencies.

FD-5 PFAS Free Turnout Gear – Phase I - \$90,000

Funding in the amount of \$90,000 to fund Phase I of the replacement of PFAS turnout gear. In 2025, the State passed a law requiring municipalities to replace PFAS-containing turnout gear by 2027, this first phase begins that process. Each set of gear, including jackets, pants, boots, and gloves, costs approximately \$4,866.62, with prices expected to rise annually. This investment eliminates harmful chemicals from essential protective equipment, aligning with health and safety standards.



Example of PFAS containing turnout gear

DPW-11 Electronic Message Board – Town Sign - \$75,000

The request of \$75,000 is for the purchase and installation of an electronic sign for informational purposes. The DPW utilizes mobile road safety electronic message boards throughout the year to promote community events, town meetings and other local activities in addition to the road projects. This proposal would furnish and install a permanent electronic message board at the intersection of Route 27 and Route 225 or another suitable location.



FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 Free Cash Project Details

FD-4 Fire Department Radio Replacement Phase I- \$60,000

Funding in the amount of \$60,000 for Phase I of Fire Department radio replacement program. To ensure proper communication occurs at all times amongst responding Firefighters, the Department plans on routine replacements. This project will be the first phase in the replacement.

OP-1 Roof Design for 3 Facilities - \$50,000

Funding in the amount of \$50,000 for engineering and design for the replacement of 3 roofs. The Operations team has identified 6 buildings whose roofs have reached the end of their expected life and are in need of replacement. This request will allow the Town to begin the process of design replacements, developing cost estimates and bid packages for future funding requests.



*Image of current
Bathhouse Roof at
NARA Park*

OP-5 Town Meeting Clicker Replacement - \$50,000

Funding in the amount of \$50,000 for the Town Meeting Clicker replacement program. The Town would like to move to a more secure and smaller all-in-one solution to replace our aging clickers currently used at Town Meeting. While there are no current safety concerns, this transition will help Acton to continue being ahead of the curve in providing secure voting options. This phase will replace 1,300 clickers, which is sufficient for Town Meetings.

DPW-10 South Acton Traffic Signal – Replacement - \$50,000

Funding in the amount of \$50,000 for replacement of a traffic signal in South Acton. A problem was determined at the South Acton traffic signal with the existing video detection system in July 2023. Despite multiple attempts to repair the equipment, issues have persisted due to the age of the equipment. It has been determined that the best course of action is to replace the signal with new technology, so that its functionality can be restored, reducing traffic delays in area..



FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 Free Cash Project Details

DPW-5 Vegetation Management Program – Invasives - \$25,000

Funding is needed to support three key initiatives: a pilot program for the collection and disposal of invasive vegetation, the expansion of the Town Tree Planting Program to improve public spaces, and the development of a new 5-year Vegetation Management Plan (VMP) to maintain municipal Rights-of-Way in compliance with regulatory standards. These efforts will enhance environmental protection, promote public safety, and contribute to sustainable community growth.



Examples of invasives at Wright Hill and Ice House Pond



HHS-1 and DPW-6 Childcare and Transfer Station Subsidy - \$40,000

This funding request for \$40,000 will help fund a Transfer Station Subsidy (\$10,000) and continue the Childcare subsidy program that was previously funded through ARPA (\$30,000). The 2023 Annual Town Meeting approved Article 40 related to reducing transfer station sticker prices for qualified residents. This request will develop a new solid waste and recycling assistance program for low-income residents at the municipal Transfer Station and Recycling Facility. Additionally, funding will be used to continue the childcare subsidy program currently funded through ARPA. The subsidy aids qualified families at or below 80% of the area median income with financial support for childcare. These two programs are focused on providing support to residents in need and will help continue efforts at providing equitable access to these programs and facilities.

CEL-1 Fireworks for 4th of July Celebration - \$40,000

This request is for the funding of the fireworks celebration on July 4th at NARA. The 2024 celebration was very well attended with an estimated 15,000 plus visiting NARA to watch the concert and fireworks. The Town intends on continuing this very popular event and will utilize these funds to support the program.





FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 Special Revenue, Revolving and Enterprise Funds Projects

OP-2 PSF Building Improvements – Locker Room/Sprinklers - \$400,000 (Sale Proceeds)

These funds will be utilized to repair damaged sprinklers and expand the women’s locker room at the Public Safety Facility. The current space is undersized and in need of expansion to accommodate officers and allow for continued recruitment of female officers.

LB-1 AML Public Bathrooms and Carpet Replacement - \$350,000 (Sale Proceeds)

These funds will be utilized to renovate the public bathrooms and replace the carpet at the Acton Memorial Library. The restrooms are outdated, damaged, and plagued by foul odors, with fixtures and ADA compliance needing urgent updates. The 26-year-old carpet is worn, stained, and fails to define spaces effectively. With 174,000 visitors in FY24, these deteriorating conditions are increasingly visible and impact the public experience.

OP-4 Town Facilities Capital Project Design/Construction - \$250,000 (Sale Proceeds)

These funds will be utilized to complete a customer service-focused renovation to the Finance Department and Town Clerk’s Office within Town Hall to improve the accessibility and public access to these important offices. Images below show the improvements to counters. The funding will also be used to design/construct improvements at NARA Park.



4 FINANCIAL WING - PERSPECTIVE VIEW 3



6 FINANCIAL WING - PERSPECTIVE VIEW 2



5 FINANCIAL WING - PERSPECTIVE VIEW 1

Renderings of proposed improvements to the Finance and Administration Wing at Town Hall



FY2026 Preliminary Capital Budget – Project Details

Brief details regarding projects proposed for FY2026 by funding source.

FY2026 Special Revenue and Enterprise Funds Projects

DPW-23 Stormwater Management Program – Study Utility - \$100,000 (Revolving)

Acton manages extensive stormwater infrastructure but faces significant underfunding to meet current and future obligations under the MS4 Permit. This article seeks funding for a Stormwater Utility Feasibility Study to explore program options, financing, and implementation strategies, effectively building on prior planning efforts and public engagement.

DPW-14 Transfer Station Facility – Front End Loader - \$225,000 (Enterprise)

This request is to replace the current Front End Loader that is heavily relied on at the Transfer Station. This loader is used not only in support of day-to-day operations at the Transfer Station but also supports snow removal operations.

SU-1 Town Hall HVAC and Electrification debt (portion) - \$125,000 (Energy Efficiency Fund)

This request is for a portion of the annual debt associated with the Town Hall HVAC and Electrification Project. Some of the debt service would be paid for from the general fund and the remainder would be funded through PILOT payments collected in the Energy Efficiency Fund.

DPW Street Light Replacement Study - \$25,000 (Energy Efficiency Fund)

The proposed street light replacement study will evaluate upgrading Acton's streetlights to energy-efficient and sustainable technologies, such as LED fixtures. This initiative aims to reduce energy consumption, lower maintenance costs, and support the Town's sustainability goals

CEM-1 Cemetery Master Plan Update - \$80,000 (Trust Fund)

The updated Cemetery Master Plan will replace the 1978 plan, providing guidance for preserving and developing the cemetery. It will assess current conditions, prioritize growth and conservation needs, preserve historic integrity, and establish actionable goals and recommendations.



*Woodlawn Chapel (L) and
gate at entrance to
Woodlawn Cemetery (R)*





FY2026 – FY2035 CIP: Ten-Year Plan - Funding Needed By Source

General Fund Debt Projects

Project #	Project Title	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Total
DPW-11	Town Hall / Memorial Library parking lot Reconstruction	1,200,000										1,200,000
DPW-12	DPW Facility Improvements - Construction	13,000,000	15,000,000	15,000,000								43,000,000
DPW-15	Complete Streets - Hayward/Main Intersection Construction	1,900,000										1,900,000
DPW-15	Complete Streets -Town-wide	1,000,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	7,300,000
DPW-16	Sidewalk Program - New Construction & Maint	900,000	3,500,000	3,750,000	3,750,000	750,000		750,000				13,400,000
DPW-18	South Acton Main Street (Route 27) Corridor Traffic Study			800,000								800,000
DPW-21	Dam Management Program		750,000									750,000
DPW-23	Stormwater - Bridges and Culverts	850,000	800,000	1,700,000	800,000	800,000	2,000,000	900,000	900,000	1,100,000	800,000	10,650,000
DPW-24	19-21 Maple Street Commuter Rail and Rail Trail Parking	850,000										850,000
FAC-43	Construct Tight Tank for Station 3		500,000									500,000
FD 2	Replacement program for Fire Apparatus	1,500,000	250,000	1,450,000								3,200,000
CAP 1	Electrification of Public Safety Facility				3,600,000							3,600,000
SU-1	Electrification of Town Hall	3,750,000										3,750,000
CAP 3	Electrification of Memorial Library						2,111,331					2,111,331
OP-4	Public Safety Radio Project Phase 2	750,000										
OP-3	Window Replacements Fire Stations	950,000										
	Subtotal	26,650,000	21,700,000	23,600,000	9,050,000	2,450,000	5,011,331	2,550,000	1,800,000	2,000,000	1,700,000	91,811,331

Free Cash Projects

Project #	Project Title	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Total
DPW-5	Vegetation Management Program-Invasives	25,000										25,000
DPW-7	Banner Program		10,000									10,000
DPW-10	South Acton Traffic Signal-Replacement	50,000										50,000
DPW-11	Electronic Message Board	175,000										175,000
DPW-15	Complete Street Program - Traffic Calming, Intersections			50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	400,000
DPW-19	Stormwater Management - EPA MS4 General Permit		75,000	25,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	625,000
DPW-20	Asset Management Public Infrastructure		25,000		25,000		25,000	25,000	25,000	25,000	25,000	175,000
DPW-21	Dam Management Program		7,500	10,000	10,000	15,000	25,000	50,000	50,000	50,000	50,000	267,500
DPW-26	Roadway Pavement Condition Evaluation									40,000		40,000
OP-1	Roof Design for Facilities	100,000	100,000	100,000	100,000							400,000
OP-4	Public Facilities-Building Improvements	150,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	790,000
OP-5	Town Meeting Clicker Replacement	50,000										50,000
OP-12	Design/Construct HVAC Upgrade - Cemetery Office						35,000					35,000
OP-14	Replace ATH Elevator Controls						80,000					80,000
OP-15	Replace Fire 3 60kW Generator				80,000							80,000
OP-18	Replace Fire Escapes Three Fire Stations		50,000									50,000
OP-19	Replace PSF Generator		20,000		275,000							295,000
OP-20	Reroof PSF			55,000								55,000
OP-21	Replace 2015 F250 Truck - Facilities Division			60,000								60,000
OP-24	Replace Roofing - Two Fire Stations			180,000		35,000						215,000
OP-32	Design/Replace carpet & repaint - ATH Room 204				60,000		75,000					135,000
OP-34	Exterior carpentry repairs & paint		35,000									35,000
OP-37	Repairs and Paint Exterior 468 Main			60,000								60,000
OP-41	Replace Existing Roof 50AD					55,000						55,000
FD-3	Replacement program for command vehicles	115,000	126,500	139,150	153,065	168,372	185,209	203,730	224,102	246,513	271,164	1,561,641
FD-4	Handheld Radio Replacement	120,000	120,000	120,000								360,000
FD-5	PFAS Free Turnout Gear Replacement Program	450,000	90,000	90,000	90,000							720,000
PD-2	Police-Motor Vehicles	225,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	1,185,000
PD-3	Replace all existing cruiser MDT's displays and keyboards					80,000						80,000
PD-4	Replacement of firearms		50,000									50,000
PL-8	Re-codify the Zoning Bylaw		75,000									75,000
PL-9	Master Plan Update				300,000							300,000
HHS-1	Childcare and Transfer Station Subsidy Program	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	400,000
CEL-1	Fireworks for 4th of July Celebration	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	360,000
LU-6	Fund Vacant Storefronts Program		10,000									10,000
	Subtotal	1,540,000	1,074,000	1,169,150	1,498,065	758,372	830,209	683,730	704,102	766,513	751,164	9,239,141



FY2025 – FY2034 CIP: Ten-Year Plan - Funding Needed By Source

Enterprise, Trust, Proceeds, and Other Fund Projects

Funding Source	Project #	Project Title	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Total
Sale Proceeds	OP-2	PSF Building Improvements - Lockerroom/sprinklers	400,000										
Sale Proceeds	LB-1	AML Public Bathrooms and Carpet Replacement	350,000										
Sale Proceeds	OP-4	Town Facilities Capital Project Design and Construction	250,000										
Enterprise	FD-1	Replace ambulance		155,820	180,381	180,381	180,381	208,813	208,813	208,813	208,813	208,813	1,741,028
Enterprise	DPW-14	Replace Front End Loader	225,000	30,000	30,000								285,000
Enterprise	FAN 01	Replace 2006 Aerial Bucket Truck			225,000								225,000
Enterprise	DPW-3	Capital Replacement - Transfer Station		350,000	225,000	118,000	80,000	28,000	25,000	25,000	25,000	25,000	901,000
Energy Efficiency Fund	SU-1	Town Hall HVAC and Electrification debt (portion)	125,000										
Energy Efficiency Fund	DPW	Street Light Replacement Study	25,000										
Trust Fund	CEM-1	Cemetery Master Plan Update	80,000										
Revolving	DPW-23	Stormwater Management Program - Study Utility	100,000										
Revolving	Rec-12	Replace John Deere Gator-EV			100,000								100,000
Revolving	Fac 35	Replace Roofing at NARA		250,000									250,000
Revolving	Rec-17	Playground Replacement Program			150,000		100,000		100,000		100,000		450,000
Subtotal			1,555,000	785,820	910,381	298,381	360,381	236,813	333,813	233,813	333,813	233,813	3,952,028

Total Investment Needed

FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Total
29,835,000	24,094,820	26,224,531	11,401,446	4,213,753	6,653,353	4,152,543	3,332,915	3,865,326	3,289,977	110,237,500



Capital Investments funded through Debt Exclusions

The Town of Acton has both excluded (also known as exempt) debt and non-excluded debt. Typically, debt exclusions have been used for major building construction projects, as can be seen in the table below. At this time, the FY2026 – FY2035 CIP includes a request for an FY2026 debt exclusion for the DPW Facility Design and Construction project.

With excluded debt from earlier projects retiring in 2025, there is an opportunity for the Board to consider funding new excluded debt to complete major infrastructure investments that are difficult to fund within the tax levy.

Voter Date	Description	Department	Vote
12/17/2019	Town's Share of New Elementary School and Early Childhood Program (Boardwalk Campus)	School	Approved
12/17/2019	New Fire Station	Public Safety	Approved
12/17/2019	New Minuteman High School	School	Approved
11/05/2002	Public Safety Building	Public Safety	Approved
11/20/2000	Construct Addition and Remodel Regional School	School	Approved
12/08/1998	Construct and Equip New Twin School	School	Approved
12/08/1998	Repair and Reconst. Acton-Box. Reg. School	School	Approved
05/13/1997	Acquire Land for General Operating Exp.	General Operating	Approved
05/13/1997	Repair and Equip Selected Town Schools	School	Approved
05/7/1996	Land-Construct Library	Culture and Recreation	Approved
05/07/1996	Const. Park and Multi Recreation Area	Culture and Recreation	Approved
04/01/1987	Schools/Con, Doug, Gates, Merr., Mcc.	School	Approved
11/01/1986	Town Hall Repairs	General Government	Approved
02/01/1986	Regional School/Jr and High	School	Approved
04/01/1983	Schools/Regional Jr and High	School	Approved



Appendix A: Capital Assets in Acton

The Town of Acton has built infrastructure to provide important services to residents such as roads, libraries, full-time police and fire departments, and regional school systems that rank among the top ten in the Commonwealth. These systems remain in place today and must be maintained along with the Town's vehicles and other equipment to ensure that the Town can continue to provide valuable services to its residents. Infrastructure components for which the Town of Acton is responsible for include facilities, parks, roadways, sidewalks, trails, bridges, sewer system, stormwater system, and vehicles. An overview of these assets is provided in the following pages.

Facilities

The Town of Acton occupies and manages a series of buildings and building complexes that serve a multitude of purposes from Town Hall to the Memorial Library to the Human Services Facility. Each of these facilities must be maintained on a regular basis to ensure the safety of workers and the general public. Buildings and the major components therein, such as the HVAC system, roof, flooring, electrical, plumbing, and elevators, have certain lifespans and so major upgrades and/or replacements are necessary in order to maintain the functionality of these facilities.



Window Repairs at the Acton Memorial Library – May 2024



Acton Town Facilities

Name	Address	Year Built/ Renovated	Appr ox. SF
Asa Parlin House	17 Woodbury Lane	1780/1976	2,076
Center Fire	3 Concord Road	1960	4,678
Civil Defense	3 School Street	1940	2,628
DPW Building	14 Forest Road	1971	19,200
Kennedy Service Building	104 Concord Road Rear	1967/2018	2,640
Woodlawn Cemetery Chapel	74 Concord Road	1940	2,872
Woodlawn Hearse House	87 Concord Road	1862	300
Memorial Library	486 Main Street	1889/1997	48,259
Morrison House	116 Concord Road	1932	2,973
Morrison Barn	116 Concord Road	?	1,500
Red House (Town Hall Annex)	468 Main Street	1915	5,404
NARA Park Amphitheater	25 Ledge Rock Way	1999	2,000
NARA Park Bathhouse	25 Ledge Rock Way	1999	5,758
NARA Park Picnic Pavilion	25 Ledge Rock Way	2014	3,415
NARA Park Sports Pavilion	25 Ledge Road Way	1992/ 2021	4,480
Public Safety Facility	371 Main Street	2005	21,858
DPW Salt Shed (new)	14 Forest Road	2012	10,124
DPW Salt Shed (old)	14 Forest	1985	5,000
Recreation	50 Audubon Drive	1993	6,704
South Fire	54 School Street	1961	5,848
Town Hall	472 Main Street	1864/1988	24,144
Transfer Station	14 Forest Road	1985	5,525
West Acton Citizens' Library	21 Windsor Avenue	1815	2,008
West Fire	256 Central Street	1958	5,162
Windsor Building	18 Windsor Avenue	1903	3,988
21 Maple Street (Rear Building)	21 Maple Street	1900/1997/20 06	5,958
21 Maple Street (Front Garage)	21 Maple Street	1997	1,320
North Acton Fire Station	68 Harris Street	2022	11,800



Town Hall



Woodlawn Chapel



Morrison House



School Facilities

Acton shares a regional school district with neighboring Boxborough, forming a comprehensive preK-12 school system. The Acton-Boxborough Regional School District serves 5,099 students and is comprised of nine schools: Acton-Boxborough Regional High School, R.J. Grey Junior High School, six elementary schools, and the Carol Huebner Early Childhood Program. Administrative offices are located at 15 Charter Road in Acton. The ABRSD is responsible for capital planning for the district, and Acton is responsible for paying its share of capital costs. In addition to the buildings, the athletic fields, parking lots, and roads on the school sites and school vehicles and equipment must be maintained.

Facility	Grades	Address	2024-25* Enrollment
Acton-Boxborough Regional HS	9-12	36 Charter Road	1,621
R.J. Grey Junior HS	7-8	16 Charter Road	828
Luther Conant Elementary	K-6	80 Taylor Road	412
Boardwalk Campus (Gates, Douglas and Preschool)	PK-6	71, 73, 75 Spruce Street	911
McCarthy-Towne Elementary	K-6	11 Charter Road	436
Merriam Elementary	K-6	11 Charter Road	397
Blanchard Memorial Elementary	PK-6	493 Massachusetts Avenue, Boxborough	469

*Enrollment numbers as of November 1st and reported at November 14, 2024 [ABR School Committee](#)

In addition, Acton is a member of the Minuteman Regional Vocational School District and is responsible for its share of the capital costs of projects for the district.



Paul P. Gates Elementary School



Parks & Open Space

Acton is a major regional center for active and passive recreation. These points serve not only residents but frequently visitors from other parts of Massachusetts and out-of-state as well. With this extensive inventory of resources, the Town has committed to enhancing the outdoor activity economy. NARA Park, built initially in 1999, is an exceptional example of expanding open space opportunities for Town residents. The Town is in the process of updating its Open Space and Recreation Plan (OSRP). To view current OSRP go to <http://www.actonma.gov/osrp>



Open Space Facilities Owned/Managed by Acton* www.actonrec.com

Name	Amenities	Address
Camp Acton	Wooded campsites	362 Pope Road
Concord Road Field **	Soccer field, multiuse	104 Concord Road
Elm Street Fields	Playground, tennis courts, softball diamond, small soccer field, lighting, basketball courts, pickleball courts	19 Elm Street
Gardner Field	Playground, field area	530 Massachusetts Avenue
Goward Playground	Playground, basketball hoop	486 Main Street
Great Hill/Little Great Hill	Soccer fields, conservation area	54 School Street
Hart Field	Baseball/softball diamond	80 Taylor Road
Herbert Farm Community Garden	Organic garden	88 Prospect Street
Ice House Pond	Fishing, picnic area, parking lot access to BFRT	120 Concord Road
Joseph Lalli Miracle Field	Fenced universally accessible baseball field	75 Quarry Road
Jones Field	Playground, multi-use field, volleyball courts	54 Martin Street
MacPherson Field	Baseball diamond	80 Taylor Road
Morrison Farm Community Gardens	Organic garden	116 Concord Road
NARA Park (Nathaniel Allen Recreation Area)	Playground, bathhouse, pond, beach, walking trail, softball field, picnic pavilion, soccer fields, picnic tents, beach volleyball courts, amphitheater, sports plaza, access to BFRT	25 Ledge Rock Way
North Acton Community Gardens	Organic garden	845 Main Street
Robbins Mill Recreation Area	Multi-purpose field, basketball court, playground, picnic shelter	61 Canterbury Hill Road
School Street Fields	Cricket pitches, multi-use fields	343-347 School Street
T.J. O'Grady Memorial Skate Park	Skate park for skateboarding, rollerblading	66 Hayward Road
Veterans Field	Baseball diamonds, playground	655 Main Street

*Town of Acton Recreation, retrieved from <https://www.acton-ma.gov/DocumentCenter/View/817/1--Facilities-Uses-and-Locations-Info-Sheet?bidId=>, October 6, 2020.

** Facility is under the control of the Cemetery Department (edited December 11, 2023)



Roads, Bridges, & Infrastructure

There are approximately 146.1 miles of roadway in the Town, the vast majority of which are Town-owned. There are nearly 116.4 miles of Town-accepted streets, 19.1 miles of private streets, and 10.6 miles of State roadway maintained by the Massachusetts Department of Transportation (MassDOT). Acton exists at the junction of MA Routes 2 and 111 (also known as Massachusetts Avenue). Other State numbered roadways that pass within Town borders include MA Routes 2A, 27, and 62, which runs through the southeasterly portion of Acton. Roads are typically classified into three categories:

- **Local streets** comprise approximately 67% of the roads in Acton. These roads provide access to residential properties and generally have lower speed limits.
- **Collector roads** make up about 14% of the Town's road network. These roads primarily collect traffic from local streets and funnel it to arterial streets and vice versa.
- **Arterial roadways** comprise around 19% of roads in the Town. These roads are designed for mobility, carrying traffic at greater speeds over longer distance than other roads. These streets are typically numbered. These roadways may be maintained by the State and function as part of a regional highway system.*



Roads degrade over time through use and as a result of water infiltration, which can cause damage through freeze/thaw cycles common here in New England. Therefore, capital reinvestment as well as ongoing maintenance are necessary.

Acton is home to Barkers Pond, Ice House Pond, Fort Pond Brook Reservoir, portions of the Assabet River and Lake Nagog, and other waterways and railroad tracks that fall within Town boundaries. As a result, there are many arches and culverts in the Town, as evidenced by MassDOT's bridge inventory.** The State is responsible for inspecting these culverts, but the Town is responsible for repairs and replacement. There are also many smaller municipally-owned culverts in the Town.



Photos above: re-painting crosswalks on Kingman Road and a new sign installed at the 14 Forrest Road Public Works Facility

*MassDOT Road Inventory, <https://gis.massdot.state.ma.us/roadinventory/?page=Year-End-Metrics>

**MassDOT Open Data Portal, <https://geo-massdot.opendata.arcgis.com/datasets/bridges>



Sewer System

Sewer services are available to approximately 10% of Acton's residents. Approximately 80% of the Town makes use of septic systems and another 10% have discharged water treated privately. The Town's sewer system serves the areas of South Acton, Kelley's Corner, and the high school campus areas. A conditional feature of state approval for the construction of this limited sewer system was a requirement to develop a plan to integrate future areas into the system. Since 2002, the Town has owned and operated a public sewer system which currently serves South Acton, Kelley's Corner and the Acton-Boxborough School Campus.

Existing Sewer District

- ➔ Total Parcels in Sewered Area = 797 Parcels
- ➔ Total Connected = 524 Parcels
- ➔ Total Not Connected = 273 Parcels (34.6%)
 - >> 58.6% are residential and 41.4% are commercial



South Acton Waste Water Treatment Facility located on Adams Street



Learn more about Acton's Wastewater System by reviewing the material from the most recent Sewer Commissioners Workshop on September 27, 2023 at the following link:

<https://doc.actonma.gov/dsweb/Get/Document-88577/2023.09%20Acton%20Sewer%20Workshop%20-%20reduced.pdf>



Stormwater System

In order to protect the water quality in the region and comply with Federal EPA and Massachusetts Department of Environmental Protection (MassDEP) regulations, the Town has developed a stormwater management program. Part of this program is to ensure that well-maintained infrastructure collect and channel runoff appropriately. While the Town is only responsible for maintaining infrastructure on public property, there is also stormwater infrastructure on private property throughout the Town.

Acton's physical stormwater infrastructure consists of curbing, gutters, storm drains, catch basins, pipes, manholes, culverts, outfalls, reservoirs, and other components that function together to collect and convey storm water to larger bodies of water. Historically, Acton was the first community in the region to build water-bound macadam highways, which helped to both shed and absorb rainwater before more sophisticated methods were developed.

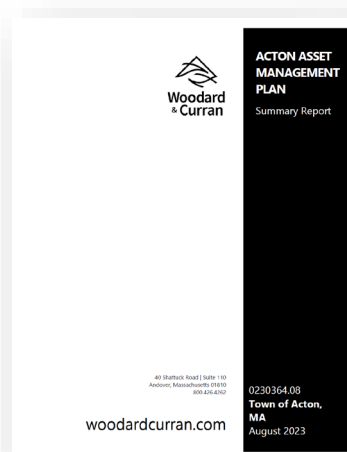


<http://actonma.gov/stormwater>

Stormwater Asset Management Plan

The Town contracted Woodard & Curran Inc. (Woodard & Curran) to develop a Stormwater Drainage System Asset Management Plan (AMP) including a culvert condition assessment, storm drain infrastructure assessment, detention basin assessment, and a climate impact assessment. This AMP includes a prioritization of each infrastructure type with recommendations to combat aging infrastructure and climate change vulnerabilities. In addition to identifying future projects to address climate change concerns in Town, this AMP considers ongoing work related to the Town's Municipal Separate Storm Sewer System (MS4) Permit compliance program and align the Capital Improvement Plan (CIP) with compliance obligations and future water quality needs.

In addition to completing assessment of the existing infrastructure and developing regulatory strategies to improve the Town's resiliency, this AMP includes an opinion on probable cost (OPC) for projects identified through the development of this Plan. These projects are intended to mitigate impacts resulting from climate change, maintain existing storm drain infrastructure, and improve the condition of deteriorating infrastructure throughout the Town.





Acton Bridges

Bridge ID	Street Name	Crossing	Ownership	Additional Notes	Year Built
A-02-001	Powder Mill Road	Assabet River	State	by High Street	1928
A-02-004	Main Street	railroad tracks	State	South Acton Bridge	1937
A-02-006	Mass Ave	Fort Pond Brook	State	by Knowlton Drive	1938
A-02-007	Lawsbrook Road	Fort Pond Brook	Town		1928
A-02-008	River Street	Fort Pond Brook	Town	at Carriage Drive	1937
A-02-009	Brook Street	Nashoba Brook	Town		1938
A-02-010	Parker Street	Fort Pond Brook	Town		2018
A-02-011	Wetherbee Street	Nashoba Brook	Town		1997
A-02-012	Main Street			by High Street	1924
A-02-013	Great Road	Nashoba Brook	State	between Davis & Main	1965
A-02-014	Main Street	Fort Pond Brook	State	by High Street	
A-02-015	Main Street	Butter Brook	Town	at North Street	1999
A-02-016	Main Street	Nashoba Brook	Town	at South Street	1970
A-02-017	Carlisle Road	Nashoba Brook	Town	at Main Street	1950
A-02-018	Concord Road	Nashoba Brook	Town		1994
A-02-020	River Street	Fort Pond Brook	Town	at Merriam Lane	1981
A-02-021	River Street	Fort Pond Brook	Town	at Vanderbilt Road	1981
A-02-022	Stow Street	Fort Pond Brook	Town		1924
A-02-023	Martin Street	Fort Pond Brook	Town		1955
A-02-024	Central Street	Fort Pond Brook	Town	at Mount Hope Cemetery	
A-02-025	Central Street	Fort Pond Brook	Town	at Elm Street	1997
A-02-026	Arlington Street	Fort Pond Brook	Town	at West Road	1850
A-02-029	Mass Ave	Route 2 EB	State	at Route 2	
A-02-035	Arlington Street	Route 2	State		
A-02-036	Hayward Road	Route 2	State		
A-02-037	Main Street	Route 2	State		1970
A-02-041	Concord Road	Nashoba Brook	Town		1994
A-05-036	Powder Mill Road	Assabet River	State		1953
C-19-037	Bruce Freeman Rail Trail				
C-19-039	Bruce Freeman Rail Trail				
C-19-040	Bruce Freeman Rail Trail				
A-02-034	Assabet River Rail Trail				
A-02-042	Assabet River Rail Trail				
M-10-012	Assabet River Rail Trail				

*Parker Street
Bridge
(A-02-010)*





Acton Dams

The following information about dams is in Acton from the [Town of Acton Hazard Mitigation Plan](#)

Robbins Mill Pond Dam The Robbins Mill Pond Dam impounds the Nashoba Brook at Wheeler Lane in the Nashoba Brook Conservation Area. The town rebuilt this dam in 1990 by replacing an earthen dam with a new dam in 1990. This is identified as a low hazard dam. It has been inspected by Tighe and Bond and a management plan is in place. DCR calls this the Bellows Farm Mill dam and classifies it as a low hazard dam.

Pencil Factory Dam This dam is located on the Nashoba Brook. This dam is breached, while beaver activity is possible, it is not considered to be at risk for flooding.

Brook Street Dam This is a small private stone dam located on Nashoba Brook.

Ice House Pond Dam Also called the Allen Dam, this is a privately-owned stone dam on Nashoba Brook at Ice House Pond. The dam was rebuilt by the town in 1995 and now allows periodic drawdowns. If the dam were to breach, downstream impacts would be of concern. A new culvert has improved the functioning of the dam. The town draws down water in advance of storms. DCR refers to this as Allen dam and classifies it as a low hazard dam.

Erickson's Grain Mill Dam This dam, located on Fort Pond Brook, is privately owned, but is important for maintaining the water body as a scenic and recreational resource. It is made of stone masonry and is in poor condition. There are concerns about the downstream impacts if this dam is breached. There is downstream development and the commuter rail is also nearby. An assessment of potential downstream impacts would be warranted for this site. DCR classifies this as a significant hazard dam.

Former River Street Dam Construction was completed in fall of 2023 to remove the hazardous dam at 53 River Street and restore a segment of Fort Pond Brook. 53 River Street, a 7.26-acre former industrial site bordering Fort Pond Brook with riverfront, wetlands, and 2.5 acres of upland, was acquired by Acton during a Special Town Meeting in 2016. With remnants of a dam and mill race dating back to the mid-1800s, the site is now being conceptualized as a historic park area. The Town has received a \$1.4 million grant from the Massachusetts Executive Office of Energy and Environmental Affairs' (EEA's) Dam and Seawall Repair or Removal Program that helped fund the removal of this dam. This work will allow the Town to move forward with stream restoration and the creation of an historic park.

Assabet River Dam This dam (also known as the Powder Mill Dam, or Old High Street Dam) is located on the Assabet River at Old High Street. It is privately-owned by the Acton Hydro Company. It has a hydro-electric component, is a wood crib dam, has a manual intake and sluice gates, and is partially dismantled. There are concerns about downstream impacts if the dam is breached. Downstream are a number of commercial uses, including at least two sites that may contain hazardous materials. However, work has been done to repair the dam. An Emergency Action Plan was prepared for the dam in 2004 that includes list of downstream properties to be evacuated. Routine measures include daily inspections by the owner, monitoring weather conditions, monitoring flow rates via upstream USGS gaging station, staffed 24-hours during extreme flood conditions, and an annual detailed inspection by the owner. DCR classifies this as a significant hazard dam.

Nagog Pond Dam This dam is located on Nagog Brook. The dam appears to be in good condition and has not caused any concerns. DCR classifies this as a significant hazard dam.

Grassy Pond Brook Dam This dam is cement with a 24-foot opening on a brook segment between Freedom Farm Road and Arlington Street.

Source: <https://www.acton-ma.gov/DocumentCenter/View/5023/2018-Hazard-Mitigation-Plan-DRAFT-5-30-18>



Vehicles & Equipment

Town staff use an array of vehicles and equipment to complete their tasks on a daily basis. There are approximately 196 vehicles other insured equipment owned by the Town.

The Department of Public Works has the most at 98 vehicles, ranging from trailers and pickup trucks to street sweepers and loaders. Many other smaller, handheld pieces of equipment (e.g. asphalt compactors, shovels, and other grounds maintenance tools) are used daily by public works staff in the execution of their duties. The public safety departments also utilize a significant inventory of vehicles and equipment, including a motorcycle, police cruisers, pickup trucks, fire engines, and fire ladder trucks. Police and Fire also have other small equipment and tools needed for their mission, such as trailers. Acton-Boxborough Regional School District also owns its bus fleet, transit vans, and several sedans/SUVs.

Acton Insured Vehicles & Equipment

Department	Year	Manufacture & Model
BUILDING	2012	FORD - ESCAPE
BUILDING	2015	FORD - EXPLORER
CEMETERY	1997	KARAVAN - UTILITY TRAILER
CEMETERY	1997	ATWOOD - TRAILER
CEMETERY	2005	GIANT VAC - TRAILER
CEMETERY	2008	BIG TEX - UTILITY TRAILER
CEMETERY	2008	JOHN DEERE - TRACTOR
CEMETERY	2011	JOHN DEERE - BACKHOE
CEMETERY	2012	FORD - F350 PICKUP
CEMETERY	2016	FORD - SUPER DUTY
CEMETERY	2017	FORD - F350
CEMETERY	2022	SURT - ST8216
CIV DEF	1952	JEEP - WILLY
CIV DEF	2004	WELLS CARGO - TRAILER
CIV DEF	2004	INGER - LIGHTSOURCE
CIV DEF	2004	INGER - LIGHTSOURCE
CIV DEF	2009	FORD - F350 PICKUP
DPW	2012	FORD - E350 VAN
DPW	2022	FORD - F550
DPW	2022	BANDIT - 15XP
DPW	2022	FORD E-TRANSIT
DPW	2022	HOMEMADE TRAILER
DPW	2022	HOMEMADE TRAILER
DPW	2023	FREIGHTLINER - M2
EMERG. MGMT	1983	RELCO - UTILITY TRAILER
EMERG. MGMT	2012	CROSS - UTILITY TRAILER
ENGINEERING	2010	FORD - RANGER
FIRE	1936	SEAGRAVES - PUMPER
FIRE	1936	SEAGRAVES - PUMPER
FIRE	1953	CABLE - TRAILER
FIRE	1966	HOMEMADE - TRAILER
FIRE	1980	BOAT - TRAILER
FIRE	1996	CULKINS - BOAT TRAILER
FIRE	2004	FERRARA - TRUCK/PUMPER

Department	Year	Manufacture & Model
FIRE	2006	FORD - AERIAL TRUCK
FIRE	2008	FORD - F550 TRUCK
FIRE	2009	PIERCE - ARROW LADDER TRUCK
FIRE	2009	CARRY ON - TRAILER
FIRE	2010	PIERCE - ARROW FIRE TRUCK
FIRE	2015	CHEVROLET - TAHOE
FIRE	2015	CHEVROLET - SILVERADO
FIRE	2015	INTERNATIONAL - AMBULANCE
FIRE	2017	CHEVROLET - TAHOE
FIRE	2017	INTERNATIONAL - 4300
FIRE	2017	SEAGRAVE - FIRE
FIRE	2017	CARRE - TRAILER
FIRE	2018	CHEVROLET - TAHOE
FIRE	2018	CHEVROLET - SUBURBAN
FIRE	2018	SEAGRAVE - TB50CA
FIRE	2018	GRAVELY - JSV
FIRE	2018	SEAGRAVES - MARAUDER
FIRE	2019	CAR-MATE - UTILITY TRAILER
FIRE	2021	FORD - F150
FIRE	2022	INTERNATIONAL - EHD
HEALTH	2014	FORD - ESCAPE
HEALTH	2005	SEWER - JETTER
HEALTH	2008	HAUL - UTILITY TRAILER
HEALTH	2011	FORD - ESCAPE
HEALTH	2016	FORD - F150
HIGHWAY	1973	CENTERVILLE - TAG A LONG TRAILER
HIGHWAY	1984	ROGERS - TRAILER
HIGHWAY	1987	MACK - TRUCK
HIGHWAY	1988	INGERSOLL RAND - COMPRESSOR
HIGHWAY	1990	MACK - TRUCK
HIGHWAY	1995	MACK - DUMP TRUCK
HIGHWAY	1996	READ - CV90D
HIGHWAY	1997	HUDSON - TRAILER



Acton Insured Vehicles & Equipment

Department	Year	Manufacture & Model
HIGHWAY	1999	MACK - DUMP TRUCK
HIGHWAY	2000	SOMERSET - TRAILER
HIGHWAY	2001	JOHN DEERE - TRACTOR
HIGHWAY	2004	CONTRAIL - UTILITY TRAILER
HIGHWAY	2004	BOBCAT - SKID STEER LOADER
HIGHWAY	2004	ELGIN - PELICAN SWEEPER
HIGHWAY	2005	MACK - TRACTOR
HIGHWAY	2005	BIG TEX - TRAILER
HIGHWAY	2006	ALLMAND - NL PRO TRAILER
HIGHWAY	2006	ALLMAND - NL PRO TRAILER
HIGHWAY	2006	ALLMAND - NL PRO TRAILER
HIGHWAY	2006	ALLMAND - NL PRO TRAILER
HIGHWAY	2007	MCCLOSKEY - SCREENER SEMI TRAILER
HIGHWAY	2008	FORD - F350 PICKUP
HIGHWAY	2008	J&J - DUMP TRAILER
HIGHWAY	2008	BANDIT - RECYCLER
HIGHWAY	2008	CAT - WHEEL LOADER
HIGHWAY	2008	CAT - WHEEL LOADER
HIGHWAY	2008	KALMAR - VF81
HIGHWAY	2008	CHARLTON - BRUSH CHIPPER TRAILER
HIGHWAY	2009	CAT - EXCAVATOR
HIGHWAY	1999	MACK - DUMP TRUCK
HIGHWAY	2000	SOMERSET - TRAILER
HIGHWAY	2001	JOHN DEERE - TRACTOR
HIGHWAY	2004	CONTRAIL - UTILITY TRAILER
HIGHWAY	2004	BOBCAT - SKID STEER LOADER
HIGHWAY	2009	GIANT - VAC TRAILER
HIGHWAY	2010	FORD - F350 TRUCK
HIGHWAY	2010	JOHN DEERE - TRACTOR
HIGHWAY	2011	MACK - DUMP TRUCK
HIGHWAY	2011	MACK - DUMP TRUCK
HIGHWAY	2011	CARMATE - TRAILER
HIGHWAY	2011	STECO - SEMI TRAILER
HIGHWAY	2012	FORD - F550 TRUCK
HIGHWAY	2012	FORD - F250 PICKUP
HIGHWAY	2012	WACKER NEUSON - TOWABLE GENERATOR
HIGHWAY	2012	BOBCAT - LOADER
HIGHWAY	2013	MACK - TRACTOR
HIGHWAY	2013	MACK - TRACTOR

Department	Year	Manufacture & Model
HIGHWAY	2014	VERMAC - MESSAGE TRAILER
HIGHWAY	2014	VERMAC - MESSAGE TRAILER
HIGHWAY	2014	WACKER - LOADER
HIGHWAY	2014	BIG TEX - TRAILER
HIGHWAY	2014	BIG TEX - TRAILER
HIGHWAY	2015	MACK - DUMP TRUCK
HIGHWAY	2015	WACKER - LOADER
HIGHWAY	2016	MACK - DUMP
HIGHWAY	2016	JOHN DEERE - LOADER
HIGHWAY	2016	BOBCAT - LOADER
HIGHWAY	2016	VER-MAC - PCMS 320 TRAILER
HIGHWAY	2016	VERMAC - PCMS320 TRAILER
HIGHWAY	2016	VERMAC - TRAILER
HIGHWAY	2016	FORD - F550
HIGHWAY	2017	FORD - F550
HIGHWAY	2019	SURE-TRAC - UTILITY TRAILER
HIGHWAY	2019	MACK - GR64F
HIGHWAY	2019	FORD - F350 PU
HIGHWAY	2019	FORD - F550
HIGHWAY	2020	MACK - GR42F9
HIGHWAY	2021	MACK - GRANITE
HIGHWAY	2022	CATERPILLAR LOADER - 938M
INFO TECH	2014	FORD - EXPLORER
INFO TECH	2018	FORD - EXPLORER
INFO TECH	2022	NISSAN - LEAF PLUS (ELECTRIC)
MUNIC PROP	2015	FORD - F250 PICKUP
MUNIC PROP	2021	FORD - F250
NATURAL RES	2013	CHANGZ - TRAILER
NATURAL RES	2015	FORD - F150 PICKUP
NATURAL RES	2020	FORD - F350
HIGHWAY	2014	VERMAC - MESSAGE TRAILER
HIGHWAY	2014	VERMAC - MESSAGE TRAILER
HIGHWAY	2014	WACKER - LOADER
HIGHWAY	2014	BIG TEX - TRAILER
HIGHWAY	2014	BIG TEX - TRAILER
HIGHWAY	2015	MACK - DUMP TRUCK
HIGHWAY	2015	WACKER - LOADER
HIGHWAY	2016	MACK - DUMP
HIGHWAY	2016	JOHN DEERE - LOADER



Acton Insured Vehicles & Equipment

Department	Year	Manufacture & Model
NATURAL RES	2020	FORD - F450
OPERATIONS	2015	FORD - EXPLORER
POLICE	2005	B&W - SPEED TRAILER
POLICE	2014	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2016	UTIL - TRAILER
POLICE	2016	FORD - F150
POLICE	2017	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2018	FORD - EXPLORER
POLICE	2019	ZERO - MOTORCYCLE
POLICE	2019	FORD - FUSION
POLICE	2019	FORD - EXPLORER
POLICE	2019	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
NATURAL RES	2020	FORD - F450
OPERATIONS	2015	FORD - EXPLORER
POLICE	2005	B&W - SPEED TRAILER
POLICE	2014	FORD - EXPLORER
POLICE	2016	FORD - EXPLORER
POLICE	2016	UTIL - TRAILER

Department	Year	Manufacture & Model
POLICE	2020	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - MUSTANG MACH-E
POLICE	2021	FORD - EXPLORER
RECREATION	2013	FORD - EXPLORER
TOWN HALL	2019	FORD - FUSION
TOWN HALL	2021	FORD - EXPLORER
TRANSPORT	2018	E-SERIES VAN - WORLD TRANS
TRANSPORT	2018	E SERIES VAN - WORLD TRANS
TRANSPORT	2019	FORD - ECONOLINE E450
TRANSPORT	2019	FORD - ECONOLINE E450
TRANSPORT	2019	FORD - ECONOLINE E450
POLICE	2020	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
POLICE	2020	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2021	FORD - EXPLORER
POLICE	2023	FORD - EXPLORER

Hybrid vs. Internal Combustion Vehicle

1 Hybrid

Gallons saved:
1,252

Fuel cost saved: *
\$4,318

CO2 emissions saved:
11.1 MTCO2e

13 Hybrids

Total gallons saved:
16,272

Total fuel cost saved:
\$56,139

Total CO2 emissions saved:
145 MTCO2e

*assumes average gas cost of gasoline from
past year in MA (Nov. 2023-Oct. 2024)



With 13 out of its 13 patrol marked vehicles as hybrid, the Police Department has continued to help the Town of Acton in its efforts to reduce greenhouse gas consumption. In the last year, the fleet saved 16,272 gallons of gas, which is equivalent to greenhouse gas emissions from 34 gasoline powered passenger vehicles driven for one year; and is equivalent to the carbon sequestered by 2,392 trees



Appendix B: Possible Funding Sources

There are many ways to finance municipal capital improvement projects. Some of the most common methods are:

Local Resources

- **Municipal Indebtedness:** The most commonly used method of financing large capital projects is general obligation bonds (also known as “GO Bonds”). They are issued for a period of time ranging from 5 to 30 years, during which time principal and interest payments are made. Making payments over time has the advantage of allowing the capital expenditures to be amortized over the life of the project. Funding sources used to pay back the debt can include:
 - **Bonds funded within the tax limits of Proposition 2 ½:** Debt service for these bonds must be paid within the tax levy limitations of Proposition 2 ½. Funds used for this debt must be carefully planned in order to not negatively impact the annual operating budget.
 - **Bonds funded outside the tax limits of Proposition 2½:** Debt service for these bonds is paid by increasing local property taxes in an amount needed to pay the annual debt service. Known as a Debt Exclusion or Exempt Debt, this type of funding requires approval by 2/3 vote of the local appropriating authority (Town Meeting) and approval by a majority of voters participating in a ballot vote. Prior to the vote, the impact on the tax rate must be determined so voters can understand the financial implications.*
- **Capital Outlay / Pay as You Go:** Pay as You Go capital projects are funded with current revenues (typically tax levy or free cash) and unexpended balances in previously approved projects. The entire cost is paid off within one year so no borrowing takes place. A project funded with current revenues will cost less than if it were funded by general obligation bonds because there are no interest costs. However, funds to be used for this purpose must also be carefully planned in order to not negatively impact the annual operating budget. For this reason, Pay as You Go capital projects are typically lower in value than projects funded by borrowing.
 - **Free Cash:** Represents the remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the previous year, actual receipts in excess of revenue estimated on the tax recapitulation sheet, and unspent amounts in budget line items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the June 30 balance sheet, which is submitted by the community's auditor, accountant, or comptroller. Free cash is not available for appropriation until certified by the State Director of Accounts.
- **Capital Outlay / Expenditure Exclusion:** Expenditure Exclusion projects are comparable to Pay as You Go, above, except taxes are raised outside the limits of Proposition 2 ½ and are added to the tax levy only during the year in which the project is being funded. As with a Debt Exclusion, Expenditure Exclusion funding requires approval by 2/3 vote of the local appropriating authority (Town Meeting) and approval by a majority of voters participating in a ballot vote. Prior to the vote, the impact on the tax rate must be determined so voters can understand the financial implications. Capital outlay expenditures may be authorized for any municipal purpose for which the town would be authorized to borrow money.

*A debt exclusion is different from a property tax override in that a debt exclusion is only in place until the incurred debt has been paid off. An override becomes a permanent part of the levy limit base.



- **Capital Stabilization Fund:** Local officials can set aside money in a stabilization fund – outside of the General Fund - to pay for all or a portion of future capital projects. A majority vote of Town Meeting is required to appropriate money into the fund and a 2/3 vote to appropriate money out of this fund.
- **Sale of Surplus Real Property:** Pursuant to Massachusetts General Laws, when real estate is sold, the proceeds must first be used to pay any debt incurred in the purchase of the property. If no debt is outstanding, the funds “may be used for any purpose or purposes for which the town, city, or district is authorized to incur debt for a period of five years or more...except that the proceeds of a sale in excess of five hundred dollars of any park land by a town, city, or district shall be used only by said town, city, or district for acquisition of land for park purposes or for capital improvements to park land” (MGL Chapter 44, Section 63).
- **Special Purpose Funds:** Communities also have established numerous “Special Purpose Accounts” for which the use is restricted for a specific purpose, including investment in department facilities and equipment. There are numerous state statutes that govern the establishment and use of these separate accounts. Examples include ambulance funds, recreation funds, the sale of cemetery lots, and off-street parking fees accounts.

Federal, State, and Private Grants and Loans

Other revenue sources may include grants or loans from federal, state, or private sources. For example, federal money is used for bridge and roadway projects listed on the State Transportation Improvement Plan. Private funds are sometimes available from “Friends of...” groups for local libraries or councils on aging. However, the Commonwealth provides the most opportunities for funding through various programs.

Key State funding sources for the Town of Acton include:

- **Massachusetts Chapter 90 Roadway Funds:** Each year, the Massachusetts Department of Transportation (MassDOT) allocates funds to cities and towns for roadway construction, maintenance, or improvement. Funds may also be used for other work incidental to roadway work, such as the construction of a garage to house related vehicles or the purchase of related vehicles, equipment, and tools. Chapter 90 is a 100% reimbursable program. Funding is accomplished through the issuance of transportation bonds and apportioned to municipalities based on three factors: 1) accepted road miles, 2) population, and 3) total employment within the municipal borders. Road miles is the most heavily weighted factor at 58.33%; the others are each weighted at 20.83%.
- **Massachusetts School Building Authority (MSBA):** The MSBA provides funding for school repair and construction via a series of programs. In the School Building Program, projects must be accepted into the process in response to the submission of a Statement of Interest (SOI) which identifies a facility problem to be solved. Subsequently, the community must appropriate funding for schematic design and later for construction before the MSBA will commit to its share of the project. If accepted, the MSBA determines the amount of reimbursement it will offer based upon community need, with a minimum base rate of 31%. The percent of reimbursement can then be increased based upon three factors: community income, community property wealth, and community poverty. Through the Accelerated Repair Program, the MSBA will fund roof, window, and boiler projects with an expected 18-month completion date. Funding can be provided for multiple projects in a single district in a year. The Major Repairs Program includes roofs, windows, and boilers, but can also include other significant building renovations. Districts are limited to one project per year under the Major Repair Program, but work can be more substantial than under the Accelerated Repair Program.



- **State Revolving Fund (SRF) Loan Program:** The State Revolving Fund (SRF) offers affordable loan options to cities and towns to improve water supply infrastructure and drinking water safety; and to help them to comply with federal and state water quality requirements that deal with wastewater treatment plants and collection systems, while addressing issues such as watershed management priorities, stormwater management, and green infrastructure. Additionally, the SRF supplies financial assistance to address communities with septic system problems.
- **MassDOT Transportation Improvement Program (TIP):** MassDOT along with other State agencies and in collaboration with the regional Metropolitan Planning Organizations (MPOs) develops the TIP in order to address each region's highway and transit needs and allocate available Federal highway and transit financial resources. Acton is a member of the Boston Region MPO, and important capital projects positively impacting the Town have been successfully funded through the TIP process.
- **MassWorks Infrastructure Program:** This is a competitive grant program through the Executive Office of Housing and Economic Development that provides capital funds for municipalities and other eligible public entities to complete public infrastructure projects that support and accelerate economic and housing development throughout the Commonwealth and/or address roadway safety concerns.
- **Municipal Vulnerability Preparedness (MVP) Program:** This program from the Executive Office of Energy and Environmental Affairs (EEA) supports municipalities as they plan for and implement climate resiliency projects. Grants are available to assess vulnerabilities and create action plans. Once that step is complete, municipalities can seek additional grant money annually for implementation of capital and other projects.
- **Community Compact IT grant program:** Through the Community Compact Cabinet, this program offers grants of up to \$200,000 for "one-time capital needs such as technology infrastructure, upgrades and/or purchases of equipment or software. Incidental or one-time costs related to the capital purchase such as planning, design, installation, implementation and initial training are eligible."*
- **Green Communities Division grants:** The Department of Energy Resources provides grants through its Green Communities Division intended to reduce energy use through clean energy projects, including vehicle/equipment, building, and school facilities projects. For example, projects may include HVAC upgrades, solar, energy audits, idle reduction technology, lighting retrofits, window/door weatherization, hybrid/electric vehicles, and vehicle charging stations, to name a few.
- **American Rescue Plan Act Funds:** The Town of Acton received \$7,072,733 in funds from the American Rescue Plan Act (ARPA) to address the impacts of the COVID-19 pandemic. Acton has successfully utilized several previous funding programs to support local families and businesses and to provide resources to our public health officials and first responders. Previously \$2.1M in CARES funds were allocated to programs such as contact tracing, emergency rental assistance, food security support, technology and infrastructure needs in town and school buildings, and virtual working and learning tools. The Board reviewed a draft list of investment priorities from an initial needs assessment and launched a community engagement process to solicit feedback from the public. After receiving this feedback the Board voted to approve an ARPA investment plan on October 18, 2021 and it was later amended on January 10, 2022. Additional community engagement occurred in September 2022. Several public meetings and listening sessions were held over two years. A revised ARPA investment plan was approved by the Select Board on October 3, 2022 which allocated all of the remaining funds. More information is available at <http://www.actonma.gov/arpa>



Appendix C:

2024 American Rescue Plan Act (ARPA) Investment Plan

Investment	Initial Allocation Oct. 2021 and Jan. 2022	Second Allocation Oct. 2022	Re-allocations Apr, Aug, Sep, 2024	Total Approved Allocations as of September 2024	Proposed December 2, 2024 Re-allocations	Final Allocations as of December 2024
R1 ABRSD - Acton Boxborough Regional School District Requests	\$1,500,000	\$500,000		\$2,000,000		\$2,000,000
R2 Financial consulting and audit services to ensure compliance (P43)	\$20,000			\$20,000		\$20,000
R3 AHA - McManus Manor contribution		\$250,000		\$250,000		\$250,000
R4 AHA - Rehabilitate and make energy efficiency improvements to affordable housing units (P32)	\$100,000			\$100,000		\$100,000
R5 AWD - Water Main Construction Kelley's Corner		\$235,000		\$235,000		\$235,000
R6 AWD - Design for Acton Water District PFAS mitigation measures for the North Acton WTP (P44)	\$450,000			\$450,000		\$450,000
R7 Projects that will address air quality in public facilities by improve HVAC systems (P22)	\$500,000	\$82,733	-\$12,500	\$570,233	-\$171,880	\$398,353
R8 Rehabilitation of the historic Asa Parlin House and surrounding grounds for reuse as community programming and meeting space (P2)	\$400,000			\$400,000	\$202,280	\$602,280
R9 NARA accessibility improvements (P5)				\$0		\$0
R10 Senior Center Café		\$75,000	-\$40,000	\$35,000		\$35,000
R11 Town Hall outdoor meeting space to facilitate outdoor customer service interactions and staff meetings (P30)				\$0		\$0
R12 Gardner Field Improvements and related streetscape improvements in West Acton (P15)	\$400,000			\$400,000		\$400,000
R13 Design a community recreation amenity as part of a cohesive design for the Main Street property (P16)	\$45,000			\$45,000	-\$25,400	\$19,600
R14 Pilot program - universal access to public recreational facilities and programs (P41)	\$25,000		-\$17,497	\$7,503		\$7,503
R15 DPW Building Design and Permitting for Fuel Depot for Town and Schools		\$250,000		\$250,000		\$250,000
R16 Rental Advocacy pilot program		\$30,000		\$30,000		\$30,000
R17 Emergency rental assistance program (P35)	\$150,000			\$150,000		\$150,000
R18 Childcare subsidy programs (P38)	\$40,000	\$40,000		\$80,000		\$80,000
R19 Sewer main extension to the Acton Housing Authority site at 364 Main Street (P9)			\$175,000	\$175,000		\$175,000
R20 South Acton Wastewater Treatment System		\$500,000	-\$175,000	\$325,000		\$325,000
R21 Hayward Road and Main Street Intersection Traffic Signal				\$0		\$0
R22 Study and initial design for improving waste water infrastructure to support businesses in the Great Road commercial district (P11)	\$100,000			\$100,000		\$100,000
R23 Culvert Replacement, Jenks Conservation Land				\$0		\$0
R24 Update the existing Complete Street Plan to improve infrastructure for pedestrians, bicyclists, and motorists		\$10,000		\$10,000		\$10,000
R25 Library and Town Hall Parking Lot Reconstruction				\$0		\$0
R26 Stormwater Management & Climate Change Readiness Measures (P10)	\$500,000	-\$350,000	\$69,997	\$219,997		\$219,997
R27 NAGOG - Improvements to the Nagog Treatment Waste Water Treatment System (P45)	\$150,000	\$150,000		\$300,000		\$300,000
R28 Covid Mitigation Measures for items not covered by FEMA or other programs (P25)	\$50,000	-\$30,000	-\$20,000	\$0		\$0
R29 Replace revenue to deliver services (P1, P46)	\$400,000			\$400,000		\$400,000
R30 Sustainability initiatives to advance efforts towards achieving net zero carbon emissions (P7)	\$100,000	\$200,000		\$300,000	-\$52,000	\$248,000
R31 Programs for residents and businesses to implement energy efficiency upgrades and reduce carbon emissions	\$30,000			\$30,000		\$30,000
R32 Online permitting system to improve services and transparency (P14)	\$150,000			\$150,000		\$150,000
R33 Transportation Programs (second CAT bus) / Extend Tax Pilot program/*		\$20,000	\$20,000	\$40,000	\$30,000	\$70,000
Acton Community Dog Park Construction					\$17,000	\$17,000
Total ARPA Funding Available: \$7,072,733	Total Initial Allocation \$5,110,000	Total Second Allocation \$1,962,733		Total \$7,072,733	net reallocated \$0	Total \$7,072,733