



53 RIVER STREET MASTER PLAN COMMITTEE

MEETING MINUTES

JUNE 19, 2019

7:00 PM

ACTON RECREATION CENTER, 50 AUDUBON DRIVE

Present: Bill Klauer, Bill Alesbury, Lou York, Peter Hocknell, Don Boyle, Stephanie Krantz, Matthew “Selby” (Staff).

Absent: Peter Berry.

1. Opening

Vice Chair Bill Klauer called the meeting to order at 7:00 p.m.

2. Regular Business

- A. John Cook: Committee member John Cook passed away on May 31. A moment of silence was held to honor his life.
- B. Citizens’ Concerns: None.
- C. Approval of Meeting Minutes: The meeting minutes, including Selby’s edits, from the 53 River Street Master Plan Committee May 1 meeting were reviewed and approved by unanimous vote, without any amendments.
- D. Review of the Dam Evaluation Request for Proposal (RFP): 5 proposals were received, 1 was submitted after the submission deadline and was therefore disqualified. The technical proposals were provided to the 53 River Street Master Plan Committee for review on June 11. An Excel spreadsheet was provided to aid in ranking the proposals. The evaluation process entailed Committee members ranking each proposal prior to the meeting. A 0 (zero) was assigned for a criterion deemed “not advantageous”, a 1 (one) for “advantageous”, and a 2 (two) for “highly advantageous”. Ranking criteria focused on project team availability, experience with dam breach/removal, experience with Hydrologic & Hydraulic studies (H&H) and dam removal studies. Points were added up to determine a final score. In the case of a tie, references would be sought from the firms as a tiebreaker.

Bill Alesbury asked about having an opportunity to review the financial proposals as well as the technical proposals. Selby indicated that the committee was tasked with technical



review and the intent was not to let cost bias the committee's assessment. Lou York commented that in his years of experience reviewing proposals at the Federal Government level, pricing was kept separate from technical as well.

Selby indicated that at FEMA and MEMA, there is the potential for funding to remove the dam. Proposals are due July 12, however.

Property values downstream from the 53 River Street Dam are estimated by Lou to be approximately \$33 million, based on GIS.

The letter from the Office of Dam Safety (ODS) was received after the RFP was issued.

Each committee member provided his/her score for each of the proposals. The proposal from Milone and MacBroom (Cheshire, CT) was the winner. The committee ranked the proposals as follows:

GZA GeoEnvironmental: 37 points

Milone & Macbroom: 42 points

PARE Corp: 32 points

Stephens Associates: 14 points

Tighe & Bond: 27 points

- E. Letter from ODS: Property owners abutting Fort Pond Brook are to be notified by letter as to the risks posed by the 53 River Street dam. This includes abutters both upstream and downstream from the dam. The dam needs to be brought into compliance by November 20, 2020. The ODS letter came separately and therefore does not impact the generation of an Emergency Action Plan (EAP).

FEMA grants, which are a potential source of funding to aid with the dam, are due in July. Should the Town apply, notification of an award is not provided until December or January. The challenge here is timing, as the Town is already in the new budget cycle.

- F. Draft Letter to Abutters: Lou indicated that concern can be mitigated by explaining that the purpose of the study is to look at partial removal of the dam that will minimize impacts to residents downstream. Currently, Erikson's dam does overspill. Should the 53 River Street dam be removed, what is the impact downstream? Currently, some water is impounded by the 53 River Street dam.
- G. The question was raised – how will the 53 River Street dam removal impact the EAP for Erikson's dam? The goal is to mitigate risk and do it in the best interest of the Town of Acton. This needs to be done in a way that does not decrease property values of abutters (estimated at \$33M based on GIS; but this was done prior to inundation mapping (that information may also be needed for an even more accurate assessment)). Erikson's dam is not currently deemed unsafe. EAP drills are conducted.



- H. Selby asked whether our committee meetings can be moved to Tuesdays, due to the new late town hall night pilot program.
- I. Next steps for the Dam Study proposals:
- a. Selby will bring the committee's technical ranking results to the Town Manager. Then the cost proposals will be opened.
 - b. References from Milone & MacBroom will be verified.
 - c. Selby will complete the W-9 form, input them as a vendor, and generate the Purchase Order (PO).
 - d. Funds need to be encumbered by June 30, 2019.
- J. The merits of having a kickoff meeting with Milone & MacBroom were debated. No conclusion was reached.
- K. The next meeting is scheduled for Tuesday, July 16, 2019 at 7 pm. Topics to include:
- a. Update on the retained engineering firm.
 - b. Letter to the abutters.
 - c. Site security – it was discovered that National Grid has been using the site for parking and equipment storage during the gas main replacement taking place on School Street.

3. Adjournment

At 8:45 p.m., it was moved and seconded to adjourn the meeting. The motion was approved unanimously.

Documents and Exhibits Used During this Meeting:

- [53 River St Committee Agenda June 19, 2019](#)
- [RFP for River St Dam Studies final.pdf](#)
- [River St Dam Proposal Review](#)
- [GZA Technical Proposal for 53 River Street Dam-Acton_FINAL.pdf](#)
- [MMI_53 River Street Dam.pdf](#)
- [PARE RiverStreetDam-Technical Proposal_06-07-2019.pdf](#)
- [Stephens Associates TECHNICAL Proposal.pdf](#)
- [TigheBond_River St Dam Studies_FINAL_TECHNICAL.pdf](#)
- Proposal score sheets manually completed by each committee member
- [ODS Certificate of Non-Compliance June 2 2019.pdf](#)
- Draft letter to downstream neighbors