



53 RIVER STREET MASTER PLAN COMMITTEE

MEETING MINUTES

SEPTEMBER 3, 2019

7:00 PM

ACTON RECREATION CENTER, 50 AUDUBON DRIVE

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

**Absent:** None.

**1. Opening**

Chair Peter Berry called the meeting to order at 7:01 p.m.

**2. Regular Business**

A. Quorum is present.

B. Citizens’ concerns: None.

C. Fun Fact: Peter Berry provided a picture from the informational posters found at the South Acton train station. These provide interesting information pertaining to the history of South Acton.

D. Discuss committee composition: The current Board of Selectmen (BoS) committee charge calls for 10 members; 6 are required to meet a quorum. Getting volunteers to replace those who have left the committee has proven to be a challenge. Peter Berry suggests amending the committee charge to have 8 full time members and 2 associate members. The motion was put forth by Bill Klauer and seconded by Don Boyle. Approval by voice vote was unanimous.

E. Approval of Meeting Minutes from the July 2, 2019 Meeting: Motion to accept the minutes featuring Selby’s edits, without amendment, was made by Bill Klauer and seconded by Don Boyle. Approval by voice vote was unanimous.

F. The committee reviewed the proposal from the Public Archaeology Laboratory (PAL) to conduct the necessary Cultural Resource Assessment of the property. Motion to approval the proposal was made by Bill Alesbury and seconded by Lou York. Approval by voice vote was unanimous.



- G. The draft proposed “Letter to Abutters” was reviewed by the committee. Edits suggested by the committee include removal of the phrase “and dam removal” from the timeline, since that outcome has not yet been determined. Properties likely to be impacted by the dam’s removal are on a list assembled by Lou and the Town. This number is estimated to be between 50-100 properties. Before this can be finalized, the inundation map is needed, which will be provided by Milone & MacBroom (M&M) at the conclusion of their dam assessment study, and this will not be completed until November. Bill Alesbury suggested provided “date ranges” rather than hard dates, or using quarters instead. It was noted that the November report delivery date puts us out of the funding cycle for the Community Preservation Committee (mid-November deadline). Dam removal funding may be obtainable from state and federal sources; a question was raised as to what their funding cycle cadence is. Also asked was, if the intention is eventually to remove the dam, do we still require an Emergency Action Plan (EAP)? The answer provided by Selby is “yes”, until the dam is removed. Funding for the EAP is present in the funded RFP. We are currently obligated by the state to repair or remove the dam by November 2020.
- H. Once the M&M report arrives, we will need to get approval for next steps from the Historic District Commission (HDC). The only other committee that will need to be involved will be the Conservation Commission (Request for Determination).
- I. M&M Update: A kickoff meeting took place in July. Updates are being provided by email to Selby; solid progress is being made.
- J. Site Security: Site is now secure. The site gate had been left open and part of the fence had fallen down. Selby and the Town Manager inspected the site, finding construction debris and a port-a-potty left onsite. National Grid was found to be the cause, as they were performing gas main repairs in the area. The gate is now locked and the fence has been repaired.
- K. October 1<sup>st</sup> will be our next meeting.
- L. Possible CPC funding options or placeholders to be discussed. The PAL study could reveal opportunities as well.
- M. Motion to adjourn the meeting at 7:57 pm made by Don Boyle, seconded by Bill Alesbury. Approval by voice vote was unanimous.



**Documents and Exhibits Used During this Meeting:**

- Meeting Agenda for September 3, 2019
- Draft minutes from the July 2, 2019 committee meeting
- Quote from PAL for Cultural Resource Assessment
- Photograph from South Acton train station poster (courtesy of Peter Berry)