

South Acton Train Station Advisory Committee

Meeting minutes - final

Town Hall, Room 121

03 November, 2011

Committee Members Present:

David Martin

Clare Siska

Tom Campbell

Michaela Moran

Committee Members Not Present:

Sean Hanley

Pat Clifford

Other Attendees:

John Sonner (BoS liason)

Mr. Martin called the meeting to order at 7:45 PM

Review of meeting minutes

- Deferred to next meeting

Committee Communications

- We need a way to reach each other for short notice meeting/attendance changes.
- Meeting changes can be communicated via text or cell phone call
- The committee members present shared their cell phone numbers.

CPC Funds for Station – If Required

- Phase 2 Application, from AHDC was forwarded to this committee
- SATSAC and AHDC Chairs will attempt to sync up any final changes for the final CPC submission based on any feedback received
- Conflicting information whether this is to be discussed at 11/7 BoS meeting – can check the Friday afternoon posting of documents (not clear if this is a town-sponsored application). John will send a note to the SATSAC when the packet is posted.

Publicity – News, Station, Etc.

- Mr. Martin will request that Cory York post the large CAD picture (and the site plan, as space allows) in the Town Hall lobby, along with the back and front of the Q&A sheet posted on posterboard. We will discuss move to another location at another date. Library requires permission & scheduling. Outside Engineering office is another option.
- Mr. Martin will arrange for the Q&A sheet to be posted on the SATSAC website.
- General discussion that we should work to put documents as close to the top layer of the website as possible; avoid sending readers through layers of links, especially Docushare. Post the CAD picture link directly on the SATSAC page (no link); closer to construction, put in Announcements on Town Site home page
- Post Q&A sheet on website – DM will arrange for that. Get the information as close to the first layer as possible - avoid Docushare links; picture on SATSAC home page and Q&A too

- Mr. Martin will contact Paul Hadley (MBTA) to alert him to our plans for publicity and get their buy-in.
- Pending OK from the MBTA, the committee agreed to send the Q&A sheet and CAD picture to the Beacon (Margaret Smith) and the Patch (Pat Clark).
- Clare to work on a revised flyer for committee review; trifold is preferred – target March, to hand out at train station, put on cars at station parking lots, on MinuteVan, at Town Meeting
- Most captive audience is at the station 4 primary trains to hit in the AM.
- Paul Hadley offered T to do a QA public information session with town, it should be joint with members of town BoS, SATSAC, AHDC – Q1, 2012 – February ish; before prep for town meeting ramps up
- Publicity timeline – See *Committee Calendar*, below:
- We also need to look into:
 - T publicity plans and schedule
 - Town’s portable flashing signs when construction is imminent
 - Ongoing updates to SATSAC page
 - Revisit publicity plans ongoing

Station Cleanup

- Deferred to the spring – revisit this in Q1
- Suggestion to have a focus on the train station on Acton Cleanup Day 2012

Parking and Lighting – planning as required

- Need to start this planning at the next meeting.
- Engineering is looking at a way to gain back the 9 spaces that we expect to lose; possibly change parallel parking to angle parking on the neck
- February – after the T purchases the Montourri property (1/12) it will be time to look at proposal for parking on this lot, where funds would come from, getting a lease in place similar to that of the Railroad Street lot

Whistle Ban – Planning as Required

- Sen. Eldridge suggests we get together with Rep. Tsongas to discuss the whistle ban. Mr. Martin will contact Sen. Eldridge for more information.
- Whistle ban scores are by zone. Acton is its own zone. Improvements to any crossing in town improve our zone score.
- All new crossing gates to be installed at every crossing in town; this will raise our score in our favor

Committee Calendar: (to be added to minutes moving forward)

- Committee Meetings:
 - December 1 (snow date December 8)
 - January 5
 - January 26
 - + every 3 weeks after that
- Publicity
 - 2011:
 - Q4 posters in town hall
 - Q4 articles in Beacon and Patch; Globe Metrowest?
 - 2012:
 - Q1 Information Session with MBTA
 - Q1/ Q2 Pamphlet handout at station

- Q1/ Q2 Station cleanup project
- April – Table at Town Meeting
- Q2 – articles in surrounding town papers; around bid acceptance
- Q2 – Announcements on home page of town website
- June – Groundbreaking ceremony

Note: The next SATSAC meetings are scheduled for 12/1; with an alternate snow/rain date 12/8; 1/5, 1/26 and every 3 weeks after that. Ms. Siska will include the schedule in the meeting notes cover emails moving forward.

Mr. Campbell moved to adjourn; Ms. Moran second. Meeting adjourned at 9:02 PM.

Respectfully submitted,
Clare Siska

Links:

<http://www.acton-ma.gov/index.aspx?nid=244> is the SATSAC page.

<http://www.littletonma.org/content/49/3594/5590/default.aspx> is Littleton's MBTA Commuter Rail Advisory Committee.

http://www.mbta.com/about_the_mbta/t_projects/default.asp?id=15585 is the MBTA site about the project.