Members Present: Gary Lacroix, Chairman; Betsy Bohling, Vice-Chair; Nicholas Pellegrino, Clerk; Nicholas Bates-Haus; Mary Pickard.

Advisors Present: Elizabeth Tretiak, Elder Services, Anthony Ansaldi, Acting Town Administrator; Chris Stoddard, Director of DPW.

Absent: Ed Mullen; Heidi Madison; Chase Gerbig; and Aaron Allsop.

1. Welcome, Pledge of Allegiance:
   The Pledge of Allegiance was recited. Chair Lacroix welcomed everyone back.

2. Anything of Interest:
   Chris Stoddard informed the committee that on January 14th, 2019 the Board of Selectmen approved the proposed realignment of Foster Street from Taylor Street to the intersection of Balsam Lane. There will be two 10-foot lanes; two 4-foot shoulders; there will also be sidewalks and bike paths. In the future there is a possibility of installing a rotary to slow cars down at the intersection of Foster and Harwood Streets. Chris also reminded the committee that snow removal on the town’s sidewalks was being expanded this year to cover six more miles of sidewalks.

3. Elder Services Transportation Assistance:
   Elizabeth Tretiak brought a handout outlining data on EHS’ Transportation Services. The hours of operation are 9:00am to 3:00pm Monday through Friday. Rides to and from the Council on Aging and the Senior Diner are free. The department provides about 500 rides a month most of which are repeat customers; about forty percent of those rides are for medical appointments. If the vans are full, there is a pool of drivers the department can utilize to supplement the vans.

   There are two active vans and five drivers. One of the vans is owned by MART; one van is owned by the town and one back-up van. The back-up van has been offline since September because it needs a costly brake repair. The department has posted job openings for more van drivers, but no one has applied. The department is looking for a van driver to drive Mondays and Tuesdays.

   Dispatching for the vans was done in-house but is now outsourced to CrossTown Connect. The Town pays CrossTown Connect $11,000 for the dispatch duties. There is no need to bring the dispatching back in-house. MART pays the salaries for the van drivers; the salary is $15.06 per hour. Elizabeth is not sure where MART gets the funding for the drivers’ salaries. The drivers receive lots of training, including: First Aid, Wheelchair Training, and Blood Borne Pathogens.

   Elizabeth thinks she is meeting everyone’s needs. However, if the department expands, they will need more vans and more drivers. There is not a high demand for weekend service.
currently though if offered would likely be utilized. People who would otherwise use the van on
weekends are probably finding other methods of transportation or saving their travel for
weekdays.

4. Wish List Items:

Anthony Ansaldi recommended that, in the future, the topic of wish list items be
addressed in a meeting earlier in the year – likely November timeframe – since budget
discussions take place in January.

On Aaron Allsop’s behalf Gary Lacroix shared his priorities. First was to see lighting on
more roads – at least residential roads. Chris pointed out we would need to talk to Littleton
Electric Light Department for that. Chris cannot help us with that. Aaron would also like to
change the bus rule which states you need to pay for bus service if within a certain distance of
schools. This rule is flawed since many of the routes are not walkable due to sidewalks/
crosswalks/ bike paths missing etc. Chris cannot help with this either. We would need to call
the School Department. Lastly, he wanted to see us review of our walking and biking trails to
see how they can be better maintained and how can they be better connected, etc.

Regarding the bus rule, Chris Stoddard informed the committee the school department is
applying for a Safe Routes to School Grant; the grant is limitless and funded by the State of
Massachusetts. This will allow Chris to fulfill his wish list of items on Shaker Lane which
include new sidewalks, a bike lane and crosswalks. The committee agreed to endorse the school
department’s application for the Safe Routes grant. Chris knows that Russell Street needs to be
re-surfaced, but he cannot start that project until the Water Department completes their water
main project. The water main project will not be complete for five years.

Mary Pickard endorsed Aaron’s suggestion on lighting and informed the committee the
Council on Aging is looking for more space. The Council is looking to lease the former DCU
Building which is across the street from Donelans. They want more space, so they can
accommodate up to 150 people for their lunches.

Nick Bates-Haus stated that BPAC has a lot of items they would like to see done on the
state roads in the town. Nick asked if the state roads could be converted to town roads. Chris
Stoddard said that would never happen. The Town has no intention of purchasing the roads and
maintaining them. Chris said the town could put in for a TIP application for the projects that
BPAC would like to see done. However, the Town would need to fund the design.

Nick would like to see better access on Foster Street to the train station. He would like to
see a walkable downtown with a loop that extends all the way to the high school. This will allow
all residents, including elderly residents, to walk most of the length of the Town. He would also
like to see the loop tie into the trails in town. There are two trails by the train station: one trail is
by I-495 and the other trail is by Balsam Lane. Nick would like to see both trails connected. Nick
would also like to see the one-hundred-year-old bridge, by The Point, replaced because it is a
choke point. Chris said the State deemed the bridge safe, and since the bridge is owned by the state, they have no intention of replacing it.

Gary Lacroix would like to see all the rail trails, near the town, connected. MAPC has a Greenways trail for the region but has given Littleton a 0% score because none of the proposed trails and greenways have come to fruition. Gary stated that the Greenway plan would use existing roads and designate a bike lane that would run through town that would connect the town to the surrounding rail trails. Gary said the ideal situation would be to have our own rail trail that ran next to the MBTA tracks. Chris pointed out there would need to be a sufficient buffer zone between the trail and tracks. Also, the rail bridges the MBTA currently uses are only designed for trains. Gary indicated that he would provide an email with links to these sites (later provided on 10 Feb 2019)

Betsey Bohling had nothing else to add.

Chris Stoddard informed the committee that the Board of Selectmen want him to install more sidewalks in town. The Board did not tell him how much money they can give him or where they want the sidewalks installed. Within six months, the town should have a list of streets that do/do not have sidewalks. There is no deadline for this project. The Committee will need a blue print of how we want to proceed and where we think the sidewalks should go. Nick Bates-Haus stated BPAC was interested in this project and it was agreed that they would be a good resource to develop a prioritization plan for where new sidewalks could go. He said that Acton developed a kind-of scoring system and he would get a copy.

5. Future of Massachusetts Transportation Plan and Bikeability Guide:

Nick Bates-Haus stated that the Bikeability Guide is a set of recommendations mainly for urban settings. Littleton is largely rural. The Transportation Plan is also more strategic and future looking related to things like driver-less cars.

6. Littleton Common Plan:

Gary Lacroix indicated that the Littleton Common Revitalization Plan is to be released any day now and he was told that there are a number of items related to transportation that will require input from the TAC. One of the first items is the need for a traffic study for the common area. Gary would Nick Bates-Haus spoke to someone in Acton regarding their revitalization of a section of Route 111. He said their plan looked a lot like the Littleton Common Revitalization Plan. The Town of Acton collaborated with local businesses to create a business district in West Acton. Nick felt the Committee should look at Acton’s Plans to try to help with Littleton’s project. On 23 Jan 2019, Gary forwarded a copy of the plan with recommendations on which sections to focus on.

7. Acton TAC re: regional committees:

Nick Bates-Haus has had a hard time contacting them. No one has returned his calls or email so he has nothing to report there.
8. **Lime Bikes:**
   Nick Bates-Haus informed the Committee that the company Lime Bikes is expanding to the suburbs of Boston. They will be putting bikes in Maynard this spring. The company hopes the bikes will be used to connect to urban bike ways. The committee expressed interest in having the bikes come to Littleton but as the expansion of these bikes to the suburbs is still a trial it would make sense to see how well they work there before expanding out to Littleton.

9. **Transportation Needs Study:**
   The study must fit into the Town Budget. It would need to be voted on at the Annual Town Meeting. This committee would need to put together the scope of work of the study. The committee could possibly have something put together by the fall of 2019. Chris Stoddard said that they have a transportation contractor, Fuss & O’Neill, who helps with these kind of items.

10. **Other News:**
    Gary informed the committee the Mass DOT Transportation Innovation Conference will be held in Worcester on April 9th & 10th should anyone want to attend.

11. **Motion to Accept Minutes from November 8th, 2018:**
    The Motion was made by Mary Pickard and seconded by Betsy Bohling. The motion passed unanimously.

12. **Next Meeting:**
    The next meeting is scheduled for March 14th, 2019 at 5:00pm.

13. **Recap:**
    - The committee will send something to the School Committee asking the School Committee to become a member of the Safe Routes to School Organization and to make getting to school safer a priority.
    - BPAC will look at establishing a prioritization plan for where to put new sidewalks in the town.
    - The Committee will try to get Keith Bergman to come to a future meeting regarding MAPC’s Landline initiative and other transportation matters of interest to the TAC as well as the role MAGIC and MAPC to see if they assist the TAC in their efforts.

14. **Motion to Adjourn the Meeting:**
    The motion was made by Mary and seconded by Nicholas Pellegrino. The motion passes unanimously.