Meeting called to order 7:03pm

Committee members present: Jim Lyon, Kent Carlson, Suzanne Knight, Carol Steele, and John Soden

Also in attendance: Marcia Rasmussen, Dean Sullender, Philip Posner

Recorder: John Soden

1. Minutes approved as amended.

   1. **Phase 2A Update:** This phase of the trail has been completed and is open for all to enjoy!

   2. **Phase 2B Update:** The bid opening was delayed to January 22, 2020 to allow for additional information to be provided by the Consulting Engineer and bids revised accordingly. The bid results are as follows:

   Please note that the low bidder is located in the Town of Acton. Their website shows some of their bridge work [https://www.migcorporation.com/](https://www.migcorporation.com/). MassDOT is now reviewing the bid submittal from the low bidder, with an expectation for an official award sometime in the next week or two.

   Also, I received the original Grant of Easement instrument from the State, which was recorded December 20, 2019 with the Middlesex South District Registry of Deeds, Book 73868, Page 226. This item was discussed in the December 2019 update - This easement is for construction of the bridge over Route 2 and maintenance of the bridge by the Town of Concord.
3. **Phase 2C Updates** – The grant application to purchase and install two bike ‘shelters’ that will accommodate 22 bicycles to be installed near the commuter rail parking lot along the trail was submitted by the deadline of December 20th. There has been no announcement of award.

Additionally, the following items from last month’s update are still on the list to be done.

a) Planning Division staff completed preparation of the artwork for the final interpretive panel to be installed at the intersection of Main Street and Commonwealth Ave. All was confirmed by January 7, 2020. We anticipate installation of the artwork by the contractor any day now.

b) Delia and I still need to reach out and work with the three property owners over the winter to prepare planting plans and order materials for planting in the spring. Previously approved CPA funds are available for this work.

c) The owner at 38-42 Williams Road has observed some confusion and unsafe behavior by people in vehicles when they approach the intersection of their driveway and the rail trail. Natural Resources Director Delia Kaye and I believe installation of additional wood fencing will help define and delineate the rail trail, which we’ll work to have installed in the spring. Previously approved CPA funds would be used for this work.

d) The 100 feet of chain link fence along the CMS/Sanborn School site was included in the contract, but is too urban a material for this woods trail and isn’t a useful addition when there’s actually 500 feet of school frontage along the trail. We will be coordinating with the Town’s Facilities crew or CPW crew to remove this fence.

e) Additional private property signs have been requested in several locations. Previously approved CPA funds will be used for this work.

f) I received the updated Concord-On-Tap signs from proponent Janet Rothrock. I will be researching posts and mounting systems over the winter for installation in the spring. Previously approved CPA funds would be used for this work.

g) If there are funds remaining after the above-noted work, we’ll look at additional bicycle racks, shelters, and maps. Additionally, yellow ‘flag posts’ have been installed on the raised islands at street intersections in the Acton portion of the BFRT; Concord will be doing the same in the spring since there have been reports of people hitting the ‘splitter islands’. It has also been suggested that a sign be added along the trail from the Powder Mill Road sidewalk alerting people to use caution because of the steep slope.

h) I’ve heard from Concord residents that there needs to be additional pavement between the existing trail and the Crosswalk button, otherwise people are stepping on plain dirt or mud when it’s wet and there is run-off onto the sidewalk. My hope to purchase a stone slab and work with CPW or Facilities crews to install this fall was delayed by the December snow events.

4. **Phase 2D Sudbury:** Sudbury resident Len Simon provided the following in late January.

On Tuesday, January 28, the Sudbury Select Board voted to place an article on the May 2020 town meeting warrant to acquire the entire CSX corridor for the BFRT, from Station Road to the Framingham line. Len has also submitted a Citizen Petition, which is non-binding, urging the Town Manager, Town staff, and all boards and committees to move the design forward as quickly as possible to keep the project on track for a fall 2022 advertising and bid process.

The 25% Design Public Hearing has not yet been scheduled. It should/may be held in February or March. The RFP for 75/100% engineering design has not been advertised for bid.
3. Operations & Maintenance

Snow plowing the trail at the West Concord train station is still under discussion.

4. Cycling Committee proposal

Philip Posner (223 Laws Brook #206, philipposner25@gmail.com, 617-413-3209) made a presentation of a proposal by Concord cycling enthusiasts for the Town to create a Concord Cycling Advisory Committee. The idea is to promote both cycling and cycling safety in Concord. It would also encompass cycling infrastructure, education and outreach. He handed out a proposed charter for the committee. A general discussion about the purpose of the committee took place. It was pointed out the difference between an advocacy group and a Town committee and the relative effectiveness of each. It was suggested that a Transportation Committee with a cycling component might be an option. It was agreed to have a continuing dialog with the group. Mr. Posner also suggested working together on the upcoming BikeFest on May 16, 2020.

5. Eagle Scout Project

Grady Snarr of Concord is looking for an Eagle Scout project. Suggestions included interpretive panels along the trail of historic and or natural items such as the prison cemetery and civil war muster. A longer range project would be a possible pollinator meadow. Kent Carlson volunteered to help and or mentor Grady with this project.

6. Annual Ethics Training

Members were given handouts on ethics training and reminded that an online course is to be completed annually.

7. Member Comments/Committee Liaisons/Correspondence

No liaisons or correspondence to report. Letter sent in support of public art along the trail. BFRTAC 2019 annual Town Report was submitted by Jim Lyon.


9. Public comment:

Dean Sullender brought up a discussion of landscaping and signage along the trail for the new Gerow park.

The meeting adjourned at 8:31 pm.