

**HARVARD TRANSPORTATION ADVISORY COMMITTEE**  
**Meeting Minutes**

**Date:** May 17, 2023

**Time:** 7:30PM

**Place:** Zoom Virtual Meeting

**Members Present:** Gabriel Medjanis, Jim Lee, Bruce Leicher, Kara McGuire Minar, Pam Marston, Rene Turnheim, Beth Williams, Suzi Allen, Stacia Donahue

**Others Present:** None.

GMedjanis called the meeting to order at 7:34pm virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, under M.G.L. Chapter 30A S20 and Code of the Town of Harvard Chapter 125.

**1. Climate Action Plan (CAP)**

- a. TAC is working on both items we have been tasked with in the CAP. Nothing to report back to HCIC other than progress is being made.

**2. MART Stop(s)**

- a. SDonahue reviewed recent email correspondence with MART. The MART service discussed in email would be for Harvard only. Harvard could not be included in the Devens 'on-demand' route per their email. TAC members discussed and SDonahue to follow up with MART to determine why Harvard could not be included in the on-demand since our kids go to/from Devens for school (Parker and HES/TBS) plus fields. Additionally, we will ask for Townsends cost as that was given to us an example to follow.
- b. Train stops and pick up stops were discussed: It was determined to ask for 2 train connections in the a.m. and 2 in the p.m. – both from the Littleton T stop. It was also determined to ask for 2 pick up locations: Hildreth House and COA.
- c. Kara was to ask TimB if we (Harvard) still paid into the MART system and if yes, what the cost was.
- d. The group discussed doing a survey of residents since it would build support as well as get feed back. However, we do not have access to any survey software thru Town Hall. It was noted that the former Town Planner used his own personal account to do surveys for our board in the past. No clear path forward was found for this topic
- e. BWilliams noted that we should discuss parking with both COA and Town Hall, but JLee noted that hearing back from MART on cost should be done first. All agreed.

**JLee motioned to send a letter to Select Board requesting service quote from MART for 7:01/8:01 trains in and 4:30/5:30 trains out from Littleton T-stop with drop off points at Hildreth House and Council on Aging. BWilliams seconded. Unanimous vote.**

BLeicher agreed to draft the letter.

**3. DLTA-A funding update**

- a. SDonahue noted at the monthly MRPC meeting that they are behind with staffing and apologized to communities that have not been contacted for their service agreements to date. They have just hired a grant writer, so expect to be in touch with towns soon to start work on the DLTA-A grant work.

**4. Bicycle signage – 2 separate sign projects discussed**

- a. Mass DOT is offering 'free' signs to Town/Cities with information about the new bike safety law that recently passed. TAC felt it would be good to have some of these signs installed.

**JLee motioned to send an email to Town Administrator and DPW Director to officially request the signage as provided by the State. PMarston seconded. Unanimous vote.**

GMedjanis agreed to send the email to Tim Bragen and Tim Kilhart with cc: to Kara Minar and Rich Maorie

- b. Nashoba Regional Greenways project is still working out the details on how to request signs from the State for a regional group. It seems that the State will provide the signs thru a grant program, but each Town needs to commit to the installation either with staff time donations or with installation costs. BLeicher asked BWilliams if this is something that could be done with CPC funding requests? BWilliams didn't think so, but has connection with someone at the State level in the CPC group that she could ask for confirmation. Might qualify under recreation category, but might be a stretch too far.

#### **5. Transportation Related Project Updates**

- a. Bicycle route from Town Center to Depot Road fields: In 2005 a shared use path (SUP) was designed to follow Ayer Road (west side) to Depot. However, it was never built. JLee noted that the new water line that was just approved at Town Meeting and Town Vote will follow the same path as the 2005 proposed plan. The 2005 plan was 3 phases: Pond Road to Center (which was completed), Ayer Road to Depot Fields, and Depot Fields to Lancaster County via the path under Rt. 2. SDonhue noted that we have the connection of Town Center to Depot Road Fields listed in our Complete Streets goal list so it's something to consider with the grant writing services under the Complete Streets program.

**SDonahue motioned that TAC supports JLee bringing the 2005 plans back to Select Board for discussion and consideration when the installation of new water lines proceeds. BWilliams seconded. Unanimous vote.**

- b. Annual Town Meeting Updates – nothing to report that concerned TAC.
- c. TAC Webpage Updates with Project Links from the PB Page. This still needs to be completed, but unsure where to get support from the Town staff for this work.

#### **6. Approval of Minutes (1/31/23 and 3/28/23).**

- a. SDonahue was late sending the 3/28/23 meeting minutes so only the 1/31/23 minutes had been reviewed by all. SDonahue will send 3/28/23 and 5/17/23 meeting minutes out together prior to next meeting for review.

**PMarston moved to approve minutes from 1/31/23 as submitted. BLeicher seconded. Unanimous vote.**

**7. Other Business:** None tonight.

#### **8. Adjournment:**

**JLee moved to adjourn. PMarston seconded. Unanimous agreement. Adjourned at 8:53pm.**

Next meeting: TBD in summer (late June or July) 2023