



## **Town of Arlington Select Board**

### **Meeting Agenda**

June 15, 2020

5:00 PM

Conducted by Remote Participation

1. Executive Order on Remote Participation

#### **CONSENT AGENDA**

2. Request: Contractor/Drainlayer License  
Milestone Excavating & Landscaping, LLC, 104 Lancaster Road, Shirley, MA
3. Request: Contractor/Drainlayer License  
K.B. Aruda Construction Inc., Cambridge, MA

#### **TRAFFIC RULES & ORDERS / OTHER BUSINESS**

4. Vote: To Authorize the Use of New Voting Equipment and Discontinue Existing Voting System  
Pursuant to MGL Chapter 54 Section 34  
Marie A. Krepelka, Board Administrator
5. For Discussion and Vote: Notice of Board of Registrars Vacancy  
Douglas W. Heim, Town Counsel
6. Request for Approval: Modification to Design Review Committee Membership and Scope  
Adam W. Chapdelaine, Town Manager

#### **CORRESPONDENCE RECEIVED**

7. Requesting Quick Improvements to Intersection of Massachusetts Avenue and Appleton Street  
Phyllis C. Fenander, Charlie Proctor's Aunt
8. Request for Safety Improvements at Intersection of Massachusetts Avenue and Appleton Street  
Kat Zeiler, 17 1/2 Lakeview Street
9. Requesting Improvements to Massachusetts Avenue/Appleton Street/Appleton Place  
Intersection  
Sara-Mai Conway, Charlie Proctor's Cousin
10. Suggestions for the Design Review Committee, Scope of Work and Membership  
Ann LeRoyer, 12 Peirce Street

Next Scheduled Meeting of Select Board June 29, 2020

**During Town Meeting starting June 15, 2020 the Select Board will be in session starting at 6:30 pm.**

You are invited to a Zoom webinar.

When: Jun 15, 2020 05:00 PM Eastern Time (US and Canada)

Topic: Select Board Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/96134539453>

Or iPhone one-tap :

US: +16468769923,,96134539453# or +13017158592,,96134539453#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 408 638 0968

Webinar ID: 961 3453 9453

International numbers available: <https://zoom.us/u/acII4R48zF>

**\*Notice to the Public on meeting privacy\*** In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for *each meeting* and will notice multi-step authentication protocols. Please allow additional time to join the meeting. Further, members of the public who wish to participate without providing their name may still do so by telephone dial-in information provided above.

Members of the public are asked to send written comment to [amaher@town.arlington.ma.us](mailto:amaher@town.arlington.ma.us) by June 15, 2020 at 3:00 p.m.

Documents regarding agenda items will be made available via Novus Agenda and the Town's Website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>



## Town of Arlington, Massachusetts

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### Executive Order on Remote Participation

#### ATTACHMENTS:

|   | Type               | File Name                                   | Description     |
|---|--------------------|---|-----------------|
| ▢ | Reference Material | Executive_Order_on_Remote_Participation.pdf | Executive Order |



OFFICE OF THE GOVERNOR  
**COMMONWEALTH OF MASSACHUSETTS**  
STATE HOUSE • BOSTON, MA 02133  
(617) 725-4000

**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS  
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

**WHEREAS**, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19"); and

**WHEREAS**, many important functions of State and Local Government are executed by "public bodies," as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

**WHEREAS**, both the Federal Centers for Disease Control and Prevention ("CDC") and the Massachusetts Department of Public Health ("DPH") have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

**WHEREAS**, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

**WHEREAS**, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

**WHEREAS** section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

**NOW THEREFORE**, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.


(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of  
March, two thousand and twenty.

A handwritten signature in black ink, appearing to read "Charles D. Baker", written over a horizontal line.

CHARLES D. BAKER  
GOVERNOR  
Commonwealth of Massachusetts



## **Town of Arlington, Massachusetts**

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### **Request: Contractor/Drainlayer License**

#### **Summary:**

Milestone Excavating & Landscaping, LLC, 104 Lancaster Road, Shirley, MA

#### **ATTACHMENTS:**

|   | Type                  | File Name                | Description |
|---|-----------------------|--------------------------|-------------|
| ▢ | Reference<br>Material | Milestone_Excavating.pdf | Reference   |



Engineering Division

TOWN OF ARLINGTON  
Department of Public Works  
51 Grove Street  
Arlington, Massachusetts 02476  
Office (781) 316-3320 Fax (781) 316-3281

## MEMORANDUM

To: Select Board  
From: Engineering Division  
Re: Approved Contractor License  
Date: June 10, 2020

Dear Board Members,

Reference is hereby made to an application by John Durant of Milestone Excavating & Landscaping, LLC to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

Milestone Excavating & Landscaping, LLC  
104 Lancaster Road Unit #3  
Shirley, MA 01464  
John Durant  
Phone: 978-425-2700  
Email: john@milestonelandscaping.com

Upon review of the provided references supplied by the contractor, we recommend approval and issuance of an Approved Contractor and Drainlayer license.

Regards,

William C. Copithorne, P.E.  
Assistant Town Engineer

cc: Wayne Chouinard, Town Engineer  
File





# TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

## APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

### Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☐ Sewer/Drain Inspection ☐ Driveway Work ☒ Curb/Sidewalk Work

### Applicant Information

Applicant/Firm Name: MILESTONE EXCAVATING & LANDSCAPING, LLC  
Select One: ☐ Corporation ☐ Partnership ☒ Proprietorship ☐ Other: \_\_\_\_\_  
Street Address: 104 LANCASTER ROAD UNIT #3 City/Town: SHERLEY State: MA 01464  
Primary Phone: (978) 425-2700 E-mail: INFO@MILESTONELANDSCAPING.COM  
Length of Time in Business under the same Firm Name: 1989 - 2020 31 YEARS  
Full Name(s) of Principal(s): MARK S. METRANO  
Primary Contact Person: JOHN P. DURANT CELL # 978-227-2578 JOHN@MILESTONELANDSCAPING.COM

### Experience/Previous Work

Nature of Typical/Standard Work: CIVIL SITE WORK, WATER, SEWER, DRAINAGE EARTHWORK  
Have you ever performed this type of work in Arlington: ☐ Yes ☒ No  
If Yes, Please provide Location: \_\_\_\_\_ Approximate Date: \_\_\_\_\_  
Total Amount of such construction this year: 1,400,000<sup>00</sup>  
Total Amount of such construction last year: 1,800,000<sup>00</sup>  
Total Amount of such construction next previous year: 1,750,000<sup>00</sup>

### Municipal References - Please Attach Written Reference Letters

Municipality: CONCORD WATER & SEWER DEPARTMENT  
Primary Contact Name: TONY J. MANCUSO (978) 318-3250 Email: MANCUSO@CONCORDMA.GOV  
Municipality: ACTION WATER DISTRICT  
Primary Contact Name: STEPHEN PETERSON (978) 263-9107 Email: STEPHEN@ACTIONWATER.COM  
Municipality: CITY OF MARLBOROUGH  
Primary Contact Name: BERRY DUELLETTE (508) 344-9460 Email: BDUELLETTE@MARLBOROUGH-MA.GOV

### Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: MADON STREET BANK CARL WIZLEY (978) 487-1473 Phone: (978) 732-1080  
Federal Tax ID or Social Security #: MA: WIT FEDERAL ID

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

### Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: John P. Durant P.M. 05/19/2020 Date: 05/19/2020

Reset Form

Print Form



## Town of Arlington, Massachusetts

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### Request: Contractor/Drainlayer License

#### Summary:

K.B. Aruda Construction Inc., Cambridge, MA

#### ATTACHMENTS:

|   | Type                  | File Name                   | Description |
|---|-----------------------|-----------------------------|-------------|
| ▢ | Reference<br>Material | K.B._Aruda_Construction.pdf | Reference   |



Engineering Division

TOWN OF ARLINGTON  
Department of Public Works  
51 Grove Street  
Arlington, Massachusetts 02476  
*Office (781) 316-3320 Fax (781) 316-3281*

## MEMORANDUM

To: Board of Selectmen  
From: Engineering Division  
Re: Approved Contractor License  
Date: June 10, 2020

Dear Board Members,

Reference is hereby made to an application by Kevin Aruda Jr. of K. B. Aruda Construction Inc. to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

K. B. Aruda Construction Inc.  
P. O. Box 390822  
Cambridge, MA 02139  
Kevin Aruda Jr.  
Phone: 617-492-0202  
Email: kbarudaconstruction@yahoo.com

As a previously approved contractor in good standing, we recommend approval and issuance of an Approved Contractor and Drainlayer license.

Regards,

William C. Copithorne  
Assistant Town Engineer

cc: Wayne Chouinard, Town Engineer  
File



# TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

## APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

### Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☐ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

### Applicant Information

Applicant/Firm Name: K.B. ARUDA CONSTRUCTION INC.

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other:

Street Address: BOX 390822 City/Town: CAMBRIDGE State: MA

Primary Phone: 6174920202 E-mail: kbarudaconstruction@yahoo.com

Length of Time in Business under the same Firm Name: 14 years

Full Name(s) of Principal(s): Kevin Aruda Jr.

Primary Contact Person: Kevin Aruda Jr.

### Experience/Previous Work

Nature of Typical/Standard Work: Underground Utility

Have you ever performed this type of work in Arlington: ☒ Yes ☐ No

If Yes, Please provide Location: Various Approximate Date: Various

Total Amount of such construction this year: 800k +/-

Total Amount of such construction last year: 800k

Total Amount of such construction next previous year: 800k-900k

### Municipal References - Please Attach Written Reference Letters

Municipality: ON FILE

Primary Contact Name: Email:

Municipality:

Primary Contact Name: Email:

Municipality:

Primary Contact Name: Email:

### Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: ON FILE Phone:

Federal Tax ID or Social Security #: Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Note to Town Staff: Redact Social Security # before releasing document

### Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: Date: 6/3/2020

Reset Form

Print Form



## **Town of Arlington, Massachusetts**

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### **Vote: To Authorize the Use of New Voting Equipment and Discontinue Existing Voting System Pursuant to MGL Chapter 54 Section 34**

#### **Summary:**

Marie A. Krepelka, Board Administrator

#### **ATTACHMENTS:**

|   | Type                  | File Name                            | Description       |
|---|-----------------------|--------------------------------------|-------------------|
| ▢ | Reference<br>Material | Voting_Equipment_Memo_.doc           | Memorandum        |
| ▢ | Reference<br>Material | Vote_for_Voting_Equipment_6.2020.doc | Vote of the Board |

## OFFICE OF THE SELECT BOARD

JOHN V. HURD, CHAIR  
JOSEPH A. CURRO, JR., VICE CHAIR  
DIANE M. MAHON  
STEPHEN W. DECOURCEY  
LENARD T. DIGGINS



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

### MEMORANDUM

TO: Select Board Members

FROM: Marie A. Krepelka, Board Administrator

DATE: June 15, 2020

RE: Authorization of New Voting Equipment

It is required by the State that the Select Board take a vote to authorize the use of new voting equipment and to discontinue the use of the current voting equipment.

“In order to use the new equipment (and discontinue using your existing system), the Board of Selectmen or City Council must take a vote as required by General Laws Chapter 54, Section 34 (attached). Please be aware that this vote is NOT the same as an appropriation to buy or lease the equipment. The vote must specifically state to start using the exact equipment and to discontinue the old equipment (including hand counting). Accordingly, it is not sufficient to simply have an appropriation vote or to just sign a contract. There has to be a specific vote TO USE THE EQUIPMENT and thereafter notice of the vote must be sent to the Secretary of State’s Office.

Also, there are specific deadlines by which a vote must be taken. The vote must be taken at a meeting held at least 120 days before a state or presidential primary or state election and at least 60 days before a municipal preliminary or election. Additionally, notice must be sent to the Secretary of State’s Office within 5 days of the vote.”

Provided is accurate text for the vote and signatures to send to LHS and the Elections Division.

OFFICE OF THE SELECT BOARD

JOHN V. HURD, CHAIR  
JOSEPH A. CURRO, JR., VICE CHAIR  
DIANE M. MAHON  
STEPHEN W. DECOURCEY  
LENARD T. DIGGINS



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

June 15, 2020

Motion:

As required by Massachusetts General Law Chapter 54 Section 34, we hereby vote the use of the ImageCast Precinct Optical (ICP) Tabulator at the Presidential Election on November 3, 2020, and thereafter, at all primaries, preliminary elections and elections held in the Town of Arlington, until otherwise ordered by vote of the Arlington Select Board, said electronic voting system shall be used in those polling places designated by the Select Board.

Further, the Town will discontinue the use of the Accu-Vote Optical Scanner in any and all elections held in the Town of Arlington after September 1, 2020.

Vote of the Board:

Approved and Signed this 15<sup>th</sup> day of June, 2020.

|       |                     |
|-------|---------------------|
| _____ | <b>SELECT BOARD</b> |
| _____ | <b>OF THE</b>       |
| _____ | <b>TOWN</b>         |
| _____ | <b>OF</b>           |
| _____ | <b>ARLINGTON</b>    |



## **Town of Arlington, Massachusetts**

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### **For Discussion and Vote: Notice of Board of Registrars Vacancy**

#### **Summary:**

Douglas W. Heim, Town Counsel

#### **ATTACHMENTS:**

|   | Type                  | File Name  | Description            |
|---|-----------------------|--|------------------------|
| ▢ | Reference<br>Material | Memo_Re_Board_of_Registrars_from_Town_Counsel.docx | Memo from Town Counsel |





**Town of Arlington  
Legal Department**

Douglas W. Heim  
Town Counsel

50 Pleasant Street  
Arlington, MA 02476  
Phone: 781.316.3150  
Fax: 781.316.3159  
E-mail: [dheim@town.arlington.ma.us](mailto:dheim@town.arlington.ma.us)  
Website: [www.arlingtonma.gov](http://www.arlingtonma.gov)

To: Select Board

Cc: Adam Chapdelaine, Town Manager  
Board of Registrars

From: Douglas W. Heim, Town Counsel

Date: June 11, 2020

Re: Notice for Appointment of a New Member of the Board of Registrars

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I write to advise that the Board or the Select Board Office issue a notice to the Arlington Republican Town Committee to appoint a new member to the Board of Registrars following the resignation of long-time member Adele Kraus. Under c. 51 sec. 15, the Select Board appoints registrars for terms of three years,<sup>1</sup> from lists of potential nominees provided by the two main political parties in the Town, unless the parties fail to provide a list upon notice from the Board. The Board consists of three appointed persons and the Town Clerk as a member ex-officio, and

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<sup>1</sup> According to the schedule of appointments, Ms. Kraus' now vacant seat is set for a two-year term to expire in 2022. There is provision for providing a temporary registrar to fill a vacancy under c. 51 sec. 20, but such appointments can only be filled by members of the same party as the vacating member, which for reasons set forth herein is not feasible without violating the clear intent of c. 51 sec. 15 and 18.

is required to “appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties...”

While Ms. Kraus served on the Board of Registrars as a registered Democrat, sec. 15 of Chapter 51 mandates “that in no case shall an appointment be made as to cause a board to have more than two members, including the city or town clerk, of the same political party.”<sup>2</sup> At present, remaining appointed members include one Democrat and one Republican. However, to my understanding the Clerk-elect is a registered Democrat, which as of the date she assumes office presents the Board of Registrars with two (2) Democrats and one (1) Republican member. Accordingly, the Board must request a list from the Town Republican Committee under c. 51. In the event that a list is not provided within forty-five (45) days, the Board may make an appointment without reference to a list, but it must still comply with c. 51 sec. 15 and 18.

I look forward to any questions the Board may have.

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<sup>2</sup> Section 18 further emphasizes: “In the original and in each succeeding appointment and in filling vacancies, registrars of voters shall be so appointed that the members of the board shall represent the two leading political parties, *and in no case shall an appointment be so made as to cause a board to have more than two members, including the city or town clerk, of the same political party.*” Emphasis added.



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## **Town of Arlington, Massachusetts**

### **Request for Approval: Modification to Design Review Committee Membership and Scope**

#### **Summary:**

Adam W. Chapdelaine, Town Manager



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## Town of Arlington, Massachusetts

### Requesting Quick Improvements to Intersection of Massachusetts Avenue and Appleton Street

#### Summary:

Phyllis C. Fenander, Charlie Proctor's Aunt

#### ATTACHMENTS:

|   | Type                  | File Name       | Description           |
|---|-----------------------|-----------------|-----------------------|
| ▢ | Reference<br>Material | P._Fenander.pdf | P. Fenander Reference |

From: phyllisfenander@aol.com

To: "DMahon@town.arlington.ma.us" <DMahon@town.arlington.ma.us>

Cc: "mkrepelka@town.arlington.ma.us" <mkrepelka@town.arlington.ma.us>, "freidy@town.arlington.ma.us" <freidy@town.arlington.ma.us>, "amaher@town.arlington.ma.us" <amaher@town.arlington.ma.us>, "lcosta@town.arlington.ma.us" <lcosta@town.arlington.ma.us>

Date: Sun, 7 Jun 2020 16:47:50 +0000 (UTC)

Subject: Charlie Proctor's "Accident"

Dear Diane M. Mahon,

As Chair of the Select Board through this year, you have grave authority to implement change on the streets of Arlington, especially in this case, at the intersection of Massachusetts Avenue and Appleton Streets where my nephew, Charlie Proctor, died on May 5th. As his aunt, and sister to his mother, I am devastated, as you would be also.

We hope that all the committees, advisors, engineers, and those who have the power to say "Go" to the reconstruction of that intersection will all work together to quickly draw the plans, implement the necessary lights to stop traffic from killing people on bicycles, or in cars. Please. Too many people have said what a terrible intersection that is, but it was left as a blinking light. There should not be such knowledge of inadequacy for so long in your town.

We have an intersection here in Hanover, NH, that is very similar to the one in Arlington: there are three lights, everyone stops even on Route 120, and waits. At that intersection, there is a Co-op, a gas station, a drive-thru bank, a retirement community, and then the street veering left to the high school and college. It's intricate, and it works. You can do that too. Contact the Hanover administrator, Julie Griffith, if you want to know more.

But please do not let this slide into oblivion and allow more people to be killed. You know what to do. Ironically, Charlie was an engineer and would have solved the problem cleanly. Please do it.

Thank you.

Phyllis C. Fenander



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## Town of Arlington, Massachusetts

### Request for Safety Improvements at Intersection of Massachusetts Avenue and Appleton Street

#### Summary:

Kat Zeiler, 17 1/2 Lakeview Street

#### ATTACHMENTS:

|   | Type                  | File Name         | Description |
|---|-----------------------|-------------------|-------------|
| ▢ | Reference<br>Material | K._Zeiler_CR.docx | Reference   |

From: Kathy Zeiler <katzeiler@gmail.com>  
To: SDeCoursey@town.arlington.ma.us, jcurro@alumni.tufts.edu, DMahon@town.arlington.ma.us, DDunn@town.arlington.ma.us, JHurd@town.arlington.ma.us  
Cc: mkrepelka@town.arlington.ma.us, townmanager@town.arlington.ma.us, ldiggins@gmail.com, michaiahforselectboard@gmail.com, ealscoalition@gmail.com  
Date: Tue, 9 Jun 2020 18:04:12 -0400  
Subject: We need safety improvements at Appleton and Mass Ave.

Dear Arlington Town Officials:

First, thank you for everything you've done to recognize and respond to the tragedies that occurred in Minneapolis and elsewhere.

I'm writing in response to the recent death of Charlie Proctor at the corner of Appleton and Mass Ave. I live on Lakeview Street in Arlington, and I ride my bike regularly on Mass Ave. I'm writing to ask that action be taken in both the short term and long term to improve the safety at Appleton and Mass Ave. I understand that this intersection has been studied in the past, and that improvements were shelved due to cost projections and engineering challenges. I also understand that a solution might take some time to work out. I'm writing to voice my strong preference for the following actions:

- SHORT TERM - With new roadway striping and modest restrictions on parking and signs, the bike lane that currently ends at the Dunkin Donuts just west of Appleton could be (and should be) extended to at least Burton St or, ideally, to connect to the existing bike lanes east of Brattle Square. Inexpensive flex posts could also be installed on the double yellow line to force left-turning motorist to use a tighter radius and move more slowly through the intersection.
- LONG TERM - Building off the 2012 CTPS report, a new traffic study and design plan must begin very soon.

A traffic study and design plan could easily be a year-long process. Finding funding, final bid documents and construction could take a couple years beyond the planning year. Based on this timing estimate, it is imperative that the Town initiate the short term plan this summer.

I appreciate your consideration. I hope you and your families are well during this difficult time.

Thanks, Kat

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Kat Zeiler  
17 1/2 Lakeview St  
email: [katzeiler@gmail.com](mailto:katzeiler@gmail.com)



## **Town of Arlington, Massachusetts**

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### **Requesting Improvements to Massachusetts Avenue/Appleton Street/Appleton Place Intersection**

#### **Summary:**

Sara-Mai Conway, Charlie Proctor's Cousin

#### **ATTACHMENTS:**

|   | Type                  | File Name         | Description      |
|---|-----------------------|-------------------|------------------|
| ▢ | Reference<br>Material | S._Conway_CR.docx | S. Conway e-mail |



From: Sara-Mai Conway <saramai.conway@gmail.com>  
To: SDeCoursey@town.arlington.ma.us, JCurro@town.arlington.ma.us, jcurro@alumni.tufts.edu, DMahon@town.arlington.ma.us, DDunn@town.arlington.ma.us, JHurd@town.arlington.ma.us  
Cc: mkrepelka@town.arlington.ma.us, townmanager@town.arlington.ma.us, ldiggins@gmail.com, michaiahforselectboard@gmail.com  
Date: Wed, 10 Jun 2020 06:39:09 -0500  
Subject: Re: intersection on Mass Ave/Appleton St/Appleton Place

To Whom it May Concern;

**On May 5th my cousin Charlie Proctor was killed while riding his bicycle through the intersection on Mass Ave/Appleton St/Appleton Place, a notoriously treacherous intersection for all road users, including children crossing to the Ottoson School.** The intersection geometry, the grades and poor sight lines all create challenges for pedestrians, drivers, and especially bicyclists heading east.

This happened just prior to Mother's Day and his 28th birthday.

Charlie was killed while riding home to Somerville (eastbound) when the westbound motor vehicle turned left and slammed into him, killing him and injuring his girlfriend.

**This was not a random fluke "accident" unlikely to happen again.** We all know that the Mass Ave/Appleton intersection is dangerous. The regional transportation planning agency (CTPS) studied safety issues at the intersection in 2012 but few of the recommendations were implemented due to cost issues and engineering challenges. **The time is ripe for the Town to get serious about improving the Mass Ave/Appleton intersection (including the approaches) for bicyclists and other road users!**

Due to the complex nature of the Appleton intersection, I recognize there is no easy fix, and that the ultimate solution may be a couple of years away. In that light, **I am asking the Select Board to work with other Town officials to implement a two-phased plan:**

SHORT TERM - with new roadway striping, modest restrictions on parking, and signs, the bike lane that currently ends at the Dunkin Donuts just west of Appleton should be extended to at least Burton St or, ideally, to connect to the existing bike lanes east of Brattle Square. Inexpensive flex posts could also be installed on the double yellow line to force left-turning motorist to use a tighter radius and more slowly

LONG TERM - building off of the 2012 CTPS report, a new traffic study and design plan must begin very soon. With appropriate public involvement, this could be a year-long process. Finding funding, final bid documents and construction could easily take a couple more years as well. Based on that, it is imperative that the Town initiate the short term plan this summer.

My family and I thank you for your consideration and attention to this matter,  
Let's make this intersection safe for all users!

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**Sara-Mai Conway**



## **Town of Arlington, Massachusetts**

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### **Suggestions for the Design Review Committee, Scope of Work and Membership**

#### **Summary:**

Ann LeRoyer, 12 Peirce Street

#### **ATTACHMENTS:**

|   | Type                  | File Name           | Description |
|---|-----------------------|---------------------|-------------|
| ▢ | Reference<br>Material | Ann_LeRoyer_CR.docx | Reference   |

From: Ann LeRoyer <annleroyer12@gmail.com>  
To: achapdelaine@town.arlington.ma.us, JCurro@town.arlington.ma.us,  
SDeCoursey@town.arlington.ma.us, LDiggins@town.arlington.ma.us, JHurd@town.arlington.ma.us,  
DMahon@town.arlington.ma.us  
Cc: damstutz@town.arlington.ma.us  
Date: Wed, 10 Jun 2020 12:24:52 -0400  
Subject: Design Review Committee for Mass Ave/Appleton

Thank you for discussing the tragic bicycle accident at this intersection at the June 8 Select Board meeting, and for taking steps to study the situation further.

As a nearby resident on Peirce St., I must use this area frequently, and I have experienced many close calls. A comprehensive traffic review is long overdue, and both short-term and long-term changes are needed to address bicycle, pedestrian and vehicle usage.

I would urge you to expand the scope of the review to include the entire Mass Ave corridor from Forest/Burton Streets through the equally difficult V intersection at Lowell St. A change at Appleton to address this particular bicycle incident is only one part of the overall problem.

For the committee, I would also urge inclusion of someone from the Ottoson School, and/or perhaps one of the crossing guards who has first-hand knowledge of the difficulties at the intersection. Although school is not in session now, school-related car and pedestrian activity is also a critical issue for the entire corridor and adjacent streets.

Thank you for your consideration,  
Ann LeRoyer  
12 Peirce St.  
TMM Precinct 17



## Town of Arlington, Massachusetts

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### Next Scheduled Meeting of Select Board June 29, 2020

#### Summary:

**During Town Meeting starting June 15, 2020 the Select Board will be in session starting at 6:30 pm.**

You are invited to a Zoom webinar.

When: Jun 15, 2020 05:00 PM Eastern Time (US and Canada)

Topic: Select Board Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/96134539453>

Or iPhone one-tap :

US: +16468769923,,96134539453# or +13017158592,,96134539453#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 408 638 0968

Webinar ID: 961 3453 9453

International numbers available: <https://zoom.us/u/ac1I4R48zF>

**\*Notice to the Public on meeting privacy\*** In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for *each meeting* and will notice multi-step authentication protocols. Please allow additional time to join the meeting. Further, members of the public who wish to participate without providing their name may still do so by telephone dial-in information provided above.

Members of the public are asked to send written comment to [amaher@town.arlington.ma.us](mailto:amaher@town.arlington.ma.us) by June 15, 2020 at 3:00 p.m.

Documents regarding agenda items will be made available via Novus Agenda and the Town's Website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>