

TOWN OF STOW  
COMPLETE STREETS COMMITTEE

Minutes of the October 9, 2019 Complete Streets Committee Meeting

Members Present: Joe Landry, Jim Salvie, Kathy Sferra, Eve Fischer

Absent: Karen Kelleher, Ralph Marino, Brian Hatch

**Discussion of Meeting Minutes**

**Minutes of September 4, 2019**

*Jim Salvie moved to approve the minutes as written.*

*Joe Landry seconded.*

**VOTED: 4-0 in favor (Kathy Sferra, Joe Landry, Jim Salvie, Eve Fischer- Yea).**

**Correspondence**

The Committee discussed a letter from a resident requesting a crosswalk over Great Road at Minister's Way, as the neighborhood would like a safe crossing to access the sidewalk that runs along the north side of Great Road. The Committee agreed to send the resident a copy of the Complete Streets Prioritization Plan and to have an engineer review the potential crosswalk location in the future for funding approval through Town Meeting.

**Member Appointment Recommendations**

Jesse Steadman noted that at the Board of Selectmen's meeting of October 8, 2019, the Highway Superintendent, Police Chief and member-at-large Eve Fischer were each appointed to the Committee.

**Update on Funded Projects**

*Intersection Improvements at Old Bolton Road and Great Road*

The Committee reviewed a letter that was sent to The Engineering Corp (TEC). The letter includes the Committee's approval of TEC's suggestion that the small quantity of structural soil recommended for tree protection will be included as an add/alternate in the bid documents. The letter includes the Committee's agreement that the existing sidewalk should be widened to an ADA accessible width with a surface course of pavement to create a new sidewalk surface.

*Pedestrian Improvements at Harvard Road and Great Road*

Jesse Steadman said the Town will need Right of Entry licenses from abutters for the removal and replacement of the sidewalk stub.

**Special Town Meeting Warrant Articles**

Jesse Steadman said that the Special Town Meeting creates an opportunity to place an article on the warrant for construction administration and bidding and awarding services for the Old Bolton Road and Harvard Road projects. If the article were approved before the May Town Meeting the projects could be bid earlier in the year, likely providing a lower

cost. The Committee agreed that the article should be placed on the Special Town Meeting warrant.

### **Discussion of Design Memo to MassDOT complete Streets Program**

The Committee agreed to submit a revised Design Exception Memo to the State's Complete Streets Program regarding the grant to construct bicycle lanes along Great Road. Prior to doing so, design alternatives will be discussed with the Program Administrator and data from the speed and traffic volume signs will be evaluated.

### **Upcoming Complete Streets Priority Projects**

The Complete Streets Committee discussed projects on the Prioritization Plan that could be funded through future Town Meeting requests, including town-wide signage, crosswalks along Great Road, and permanent speed feedback signs in Gleasondale Village. Staff will create a spreadsheet of these projects and include whether design or traffic studies are needed.

### **Assabet River Rail Trail and Track Road Next Steps**

The Committee discussed several design questions related to improving Track Road, including environmental concerns, the Request for Experimentation process for bicycle advisory shoulders, the option of partial paving, responsibilities of maintenance of the roadway surface, paving turn outs for emergency access, and whether vehicles should be limited to one-way access. The Committee agreed to invite the owner of Track Road to an upcoming meeting to discuss exploring opportunities.

### **Review of Traffic Data**

The Committee reviewed a map of traffic accidents from January 2014 through August 2019. The map identifies the top 5 highest concentrations of reported accidents, including Lower Village, Town Center, Hudson Road, Gleasondale Road at Treaty Elm and Whitman Streets, and Gleasondale Village. The Committee acknowledged that the data includes accidents occurring within parking lots, such as a car backing into a parked car, which does not represent a roadway concern. Jim Salvie noted that it would be helpful to have a memo regarding traffic data sent to the Board of Selectmen. The Committee agreed that it would be helpful to look further into reasons for accidents along select streets, aside from the top 5 areas, so as to better understand "Tier 2" roads and intersections.

### **Meeting Adjourned.**

Respectfully Submitted,

Valerie Oorthuys