

TOWN OF STOW
COMPLETE STREETS COMMITTEE

Minutes of the March 5, 2020 Complete Streets Committee Meeting

Members Present: Karen Kelleher, Ralph Marino, Steve Nadeau, Jim Salvie, Kathy Sferra

Absent: Joe Landry, Eve Fischer

Discussion of Meeting Minutes

Minutes of January 23, 2020

Kathy Sferra moved to approve the minutes as written.

Ralph Marino seconded.

VOTED: 4-0 In favor (Karen Kelleher, Ralph Marino, Steve Nadeau, Kathy Sferra – Yea; Jim Salvie abstained.)

Approval of Additional Services Contract, TEC, Inc.

The Committee reviewed an amendment to the current fee proposal from TEC, Inc. for work related to the Complete Streets projects at Old Bolton Road and Harvard Road. The amendment includes an additional \$7,000 worth of work to revise the plans based on grading and drainage comments from the Town. The Committee agreed that the drainage comments are likely causing the bulk of the work needed, though this work should have been completed through tasks outlined in the original contract. The Committee agreed to negotiate the amount down at least \$2,000. The Committee discussed the potential to split the funds between the Selectmen's engineering account and the Planning Board budget.

Steve Nadeau moved to approve Amendment 2 of the contract with TEC, Inc. for a maximum total of \$5,000.

Kathy Sferra seconded.

VOTED: 5-0 In favor (Karen Kelleher, Ralph Marino, Steve Nadeau, Jim Salvie, Kathy Sferra – Yea.)

Design Exception Request – Great Road Bicycle Lanes

Valerie Oorthuys said the Committee's Design Exception Request letter had been received by the State's Complete Streets Program. The current director of the program, Eileen Gunn, will soon leave her position, so the request will be discussed further with her successor.

2020 Town Meeting Warrant Article – Track Road

The Committee reviewed the Warrant Article for pre-engineering services for conceptual design of a multi-use path on Track Road.

Kathy Sferra moved to support the Town Meeting Warrant Article for Pre-engineering Services for Track Road.

Steve Nadeau seconded.

VOTED: 5-0 In favor (Karen Kelleher, Ralph Marino, Steve Nadeau, Jim Salvie, Kathy Sferra – Yea).

South Acton Commuter Shuttle Pilot Program

Jesse Steadman said that staff are coordinating with the Montachusset Regional Transit Authority and the Council on Aging to provide options for running a local commuter shuttle program. An online survey has gathered over 100 responses, informing the town of riders' needs and expectations of a pilot program.

Correspondence

The Committee discussed a letter from the Gleasondale Village Association. One request detailed in the letter is that extra funds allocated to the Lower Village project are used to provide signage in Gleasondale Village. The Committee acknowledged that the full cost of the Lower Village project is still unknown, as the installation of the infiltration system has not been bid out yet, and further that any reallocation would need a Town Meeting vote. However, it is understood that signage is needed in Gleasondale, which could come from funds requested through Town Meeting. The Committee agreed that another Thickly Settled District sign is warranted, though these seem to no longer conform to the Manual on Uniform Traffic Control Devices (MUTCD) standards.

Traffic Data

The Committee reviewed data from accidents on Sudbury Road, Boxboro Road, West Acton Road, and Maple Street. The Committee agreed the analysis should extend to South Acton Road, Hudson Road, and Gleasondale Road in order to show data from streets with varied traffic patterns. After this is completed, it would be useful to provide the data to the Selectmen.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys