

TOWN OF STOW
COMPLETE STREETS COMMITTEE

Minutes of the March 28, 2019 Complete Streets Committee Meeting

Members Present: Bill Bosworth, Mike Clayton, Joe Landry, Margie Lynch, Jim Salvie, Kathy Sferra

Absent: Karen Kelleher

Discussion of Meeting Minutes

Minutes of January 9, 2019

Joe Landry moved to approve the minutes as written.

Kathy Sferra seconded.

VOTED: 5-0 in favor (Bill Bosworth, Joe Landry, Margie Lynch, Jim Salvie, Kathy Sferra- Yea).

Minutes of March 6, 2019

Kathy Sferra moved to approve the minutes as amended.

Joe Landry seconded.

VOTED: 5-0 in favor (Karen Kelleher, Joe Landry, Margie Lynch, Jim Salvie, Kathy Sferra- Yea).

Old Bolton Road and Harvard Road Project Kick-Off Meeting

Discussion with The Engineering Corp (TEC)

Present: John Rockwell, Rebecca Clark

Jonathan Rockwell described the existing conditions survey plan for the Harvard Road/Route 117 intersection:

- Appears to be adequate Right of Way for the installation of the pedestrian warning device. It is unlikely that any permanent easements would be required.
- Rectangular Rapid Flashing Beacons are once again available for use;
 - The signal will need to be a minimum of 18" from the curb and at the base of the curb ramp for adequate ADA compliance.
- The Committee asked TEC to examine whether sight lines would warrant additional signage to warn oncoming vehicles of the crosswalk;
- The Highway Department indicated that they have used perpendicular bars for crosswalks as they appeared to be more visible at the Harvard Road location. Committee asked TEC to provide a recommendation on the preferred crosswalk treatment at this location. TEC will investigate the cost of recessed thermoplastic crosswalk markings and determine if it fits within the budget;
- Committee asked that the location of the existing crosswalk be checked to ensure it is at the best location in the intersection and that exiting vehicles from Harvard Road will be able to see the beacons when flashing.
- Committee discussed final treatment of color of posts for beacon. Jesse Steadman said he will present some photos to the Committee to get further feedback.

Jonathan Rockwell and Rebecca Clark discussed the existing conditions plan at Old Bolton Road and Route 117, as well as preliminary concept approaches:

- The Committee discussed the need for a crosswalk at the updated intersection with Old Bolton Road and whether ramps need to be included. Jesse Steadman indicated the ramps are likely an ADA requirement and asked if TEC could provide a recommendation on the final treatment.
- TEC indicated that the slip lane for cyclists appears to be a good idea and rather than have a separate sidewalk it could be possible to utilize one shared path. The committee agreed that asphalt would be the preferred surface.
 - Members of the Committee discussed utilizing bollards or a physical separation between the pedestrian portions and bike portions of the slip lane. TEC agreed there may be some alternative treatments to consider.
- Members discussed that including a bike lane stencil with an arrow at the eastbound approach to the reconfigured intersection could help point cyclists to the slip lane.
- The Committee noted a school bus route runs along Old Bolton Road. TEC will ensure that the new intersection alignment can accommodate a school bus where feasible (the right turn from Great Road onto Old Bolton Road will most likely only be able to accommodate a passenger vehicle without encroachment).
- TEC asked if the Town had any specific construction standards which needed to be worked into the bid documents. Jesse Steadman and Mike Clayton said they will discuss and respond.
- TEC asked if there are standard contracts and front end documents that the Town uses for these projects? Jesse Steadman said he will review with the Town Administrator and respond. TEC indicated they have versions from municipalities they have worked with on other projects.
- TEC estimated that the time for bidding a project of this size would likely be 2 weeks. Jesse Steadman said it could be 2-3 weeks more for a contract to be finalized;
- TEC believes construction could be bid as early as late May to Early June. TEC will provide a concept plan in advance of the Committee's April meeting, which will allow about 4 weeks to prepare the 100% design.

Town Meeting Warrant Article

The Committee discussed the \$50,000 request for funds through Town Meeting, agreeing that the request should be accompanied by specific projects to be forwarded or completed with the funding. Jesse Steadman said that construction administration services will be needed to complete the projects discussed with TEC, which have been funded for construction through the State. The Committee agreed that the successful completion of the two projects is a priority, and the request could be lowered to accommodate only construction administration services.

Meeting Adjourned.

Respectfully Submitted,
Valerie Oorthuys