

**COMPLETE STREETS COMMITTEE  
WEDNESDAY, APRIL 26, 2017, 8:30 AM  
MINUTES**

Chairman George Barringer called the meeting to order at 8:30 AM in the Town Hall.

Members present: Barringer, Collette, Cunningham, Delaney, Legge, and Von Campe

Member absent: Baxendale and Llodra

**TIER 3 CONSTRUCTION APPLICATION TO MASSDOT**

The Committee met with civil engineer John Michalak of Nitsch Engineering to discuss the submission to MassDOT for the Tier 3 Construction Application due on May 1, 2017. At a previous meeting on April 11, 2017, the Committee decided to submit seven projects for FY 2018. However, Member Collette reported she spoke with the Complete Streets Program Administrator who informed her that all project must be designed by a Commonwealth of Massachusetts pre-qualified engineer and that all projects must go out to bid for construction by a pre-qualified contractor. Additionally, only four projects can be submitted in one fiscal year.

Mr. Michalak attended the meeting on very short notice to advise the Committee about the process. He said he visited the sites on the approved Tier 2 Prioritization Plan. He said he is familiar with Groton and the Nashua River Rail Trail because he worked for FST on the design of the NRRT. The Committee decided to postposed the three projects connecting to the NRRT – the pathway to Temple Drive, the accessible ramps to Whistle Post Lane, and the foot bridge over West Street. The Committee discussed applying for Community Preservation Funds for the design engineering of those three projects because they are related to recreation.

The application will include the other four projects as voted on April 11, 2017:

- #4 Main Street traffic calming included six crosswalks with Rectangular Rapid Flashing Beacons (RRFB) and 32 ADA ramps; a crosswalk with RRFB
- # 7 A new sidewalk along Long Hill Road from Riverbend Drive to Groton Place
- #10 Speed limit signage at various locations to be determined by the DPW Director and Police Chief
- #11 Two bicycle repair kits along the NRRT

The motion was made by Cunningham, seconded by Von Campe, to amend the list and to submit projects #4, 7, 10 & 11 as described above. The motion passed unanimously.

**MINUTES**

The Committee voted unanimously to approve the minutes of March 8, 2017 and April 11, 2017.

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The Committee will meet again after the Town hears from MassDOT on the Tier 3 application.

Meeting adjourned at 9:30 AM.

Respectfully submitted,

Michelle Collette  
Member