

COMPLETE STREETS IN MANCHESTER BY THE SEA

Kickoff Meeting Notes – Town Working Group

Tuesday, February 28, 2017
1:00 p.m. – 2:30 p.m.
Manchester-by-the-Sea Town Hall (Seaside I Meeting Hall)

Meeting Attendees:

	Name	Title & Affiliation	Email Address
1	Michael McDonagh	Director, MECT Land Stewardship	tmmcol@comcast.net
2	Al Centner	MBTS Bike/Pedestrian Co-Chair	2xmas@comcast.net
3	Andy Harris	MBTS Downtown Improvement Project Chair	asharrisinc@gmail.com
4	Andrea Mainville	MBTS Town Accountant	mainvillea@manchester.ma.us
5	Carol Murray	MBTS DPW	murrayc@manchester.ma.us
6	Greg Federspiel	MBTS Town Administrator	federspiel@manchester.ma.us
7	Ellen Lufkin	MBTS Board of Health	lufkine@manchester.ma.us
8	Cheryl Marshall	MBTS Parks and Rec.	marshallc@manchester.ma.us
9	Todd Fitzgerald	MBTS Police	fitzgeraldt@manchester.ma.us
10	Tom Kehoe	MBTS Selectman	Tkehoe248@aol.com
11	Pamela Beaudoin	Manchester Essex Reg. Schools	beaudoinp@mersd.org
12	Sue Brown	Town Planner	browns@manchester.ma.us
13	Jason DeGray, TDG	New England Engineering Director	jdegray@tooledesign.com
14	Taylor Dennerlein, TDG	Transportation Engineer	tdennerlein@tooledesign.com
15	Sarah Lee, MAPC	Sr. Transportation Engineer/Planner	slee@mapc.org
16	McKayla Dunfey, MAPC	Transportation Intern	mdunfey@mapc.org

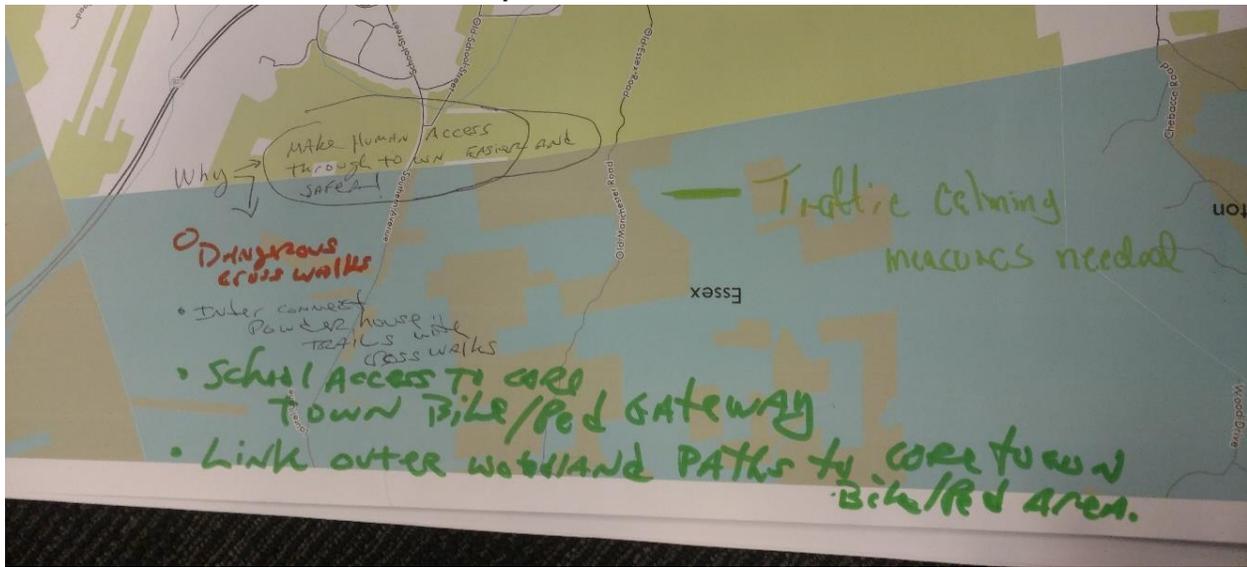
- **Intros & Overview of Complete Streets** (Sarah)
 - What is timeline for how quickly projects need to be implemented?
 - *Based on conversations with MassDOT after the meeting, communities should expect the following timeline for Complete Streets submissions:*
 - *Sept 1: Tier II Prioritization plan submission (conceptual designs only at this point)*
 - *Oct 1: Tier III Construction Application*
 - *January 2018: Notice to Proceed*
 - *December 31 2018: Construction must be complete (would likely need engineered plans for this construction work)*
- **Question about impetus behind other communities implementing Complete Streets**
 - Different reasons; cities come in with different goals and perspectives; sometimes it the funding opportunities; sometimes it's about improving the urban context, etc. (Jason)

- **Scope:**
 - **Existing data**
 - Sue has provided all data that is currently available. The town doesn't have the following data/studies:
 - ADA assessments
 - Bike Ped Assessments
 - Roadway Safety Audit
 - Bike/Ped Counts
 - **Sidewalk and Crosswalk Inventory / GIS Data Collection**
 - Bike/Ped Committee could provide data collection support for crosswalks along with Master Plan Committee
 - **Bike Utility map was distributed**
 - Question from group: bike utility seems counter intuitive
 - Explained how it's representing latent demand
 - **Toole's scope presented (Jason)**
 - Comment about Route 127 being a "local" road within downtown Manchester, but a state route outside of downtown. Only local roads are eligible for funding through the Complete Streets Funding Program, so this will be important to consider when identifying projects (Jason)
- **Timeline for engagement**
 - Discussion around best date for first public meeting
 - Concerns around it interfering with Town Meeting on Monday, April 3.
 - End of March may be best date for meeting
 - Ped/Bike Committee will still have strong representation
 - No other major concerns around timing, except that April and May are tough times to get people with families at meetings because Town schedule is very full.
 - Discussion around goal of public meeting
 - Be sure to emphasize that we're gathering data, not yet identifying projects
 - *After the conclusion of the meeting, the Town selected Mar 21st at 6:30 as the date/time for the public kickoff meeting*
- **Additional notes:**
 - 10' lanes are popular with the local staff
 - Changing some downtown roads to one-ways was discussed.
 - Complete Streets team should be familiar with the recent Bridge Street project (taking away share the road signs, paving the road, and not fixing the sidewalk)

Mapping exercise major takeaways:

- **Dangerous intersections** identified throughout downtown and extending along Pine St., School St. and connector streets, including Pleasant St. and Lincoln St.
- **Potential for pedestrian and bicycle trail connections**, including ped connections through Powder House Hill Reservation; bike connectivity from outer Woodland paths to town center; pedestrian connection through municipal lot by hardware store.
- **Safer access from schools to town center.**
- **Traffic flow improvements needed** from 128 to local roads, especially School St.
- **Additional Ped/Bike Concerns:** Bike parking at Coach Field needed; Pedestrian Bridge on Lincoln St. needed.
- **Additional mapping exercise notes/observations from Project Team:**
 - Look into Summer St./Route 127 project from 96 Summer to Forest.
 - State repaved and didn't repaint sharrows and removed signage
 - Shared-use paths tie into school connections
 - Existing trails may help connect peds/bikes to key destinations; opportunities with off-street connections. "Funky linkages for people and bikes to travel, ways to interconnect."
 - Bike/Ped Committee working on connections from 4 main arteries (Pine, School, and east/west 127 connections)
 - Identified dangerous crosswalks (see photo of map)
 - Also identified trail connections (see photo on map)
 - Ashland Ave to 1661 Cemetery is an issue
 - 7 Central is an issue
 - Culver Road can lead to a Bike trail/shared-use path
 - Brooks Street – people occasionally go the wrong way down it
 - Roundabouts are popular as a solution
 - Upper School Street backs up during school drop-off/pick-up
 - This could potentially be alleviated with better walking and biking facilities
 - Dangerous to cross near the post office
 - One committee member would like a roundabout. Others at the table question available width and whether roundabouts are bike/ped friendly
 - There are a lot of dangerous crossings along School Street and Pine Street, with some long stretches (up to $\frac{3}{4}$ mile) with no cross walks.
 - Pine Street also only has a sidewalk on 1 side of the street, making safe crossings a necessity.
 - Connecting on-street facilities with the current trail systems would be excellent. Some kids use the trails as short cuts already to get to school, particularly the green space between Pine and School.
 - Look for opportunities to separate traffic heading towards 128 (looking to go fast) from local downtown traffic on Route 127.

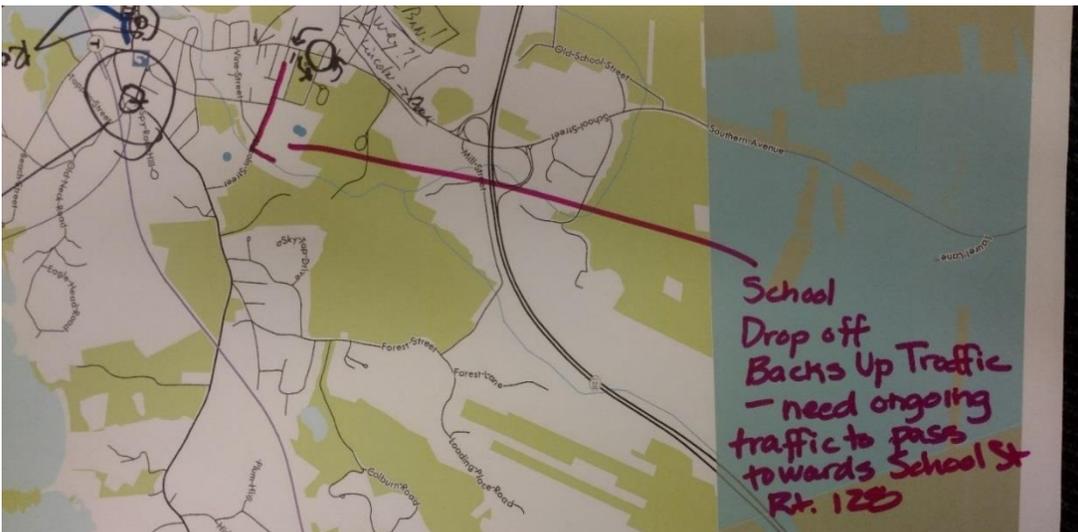
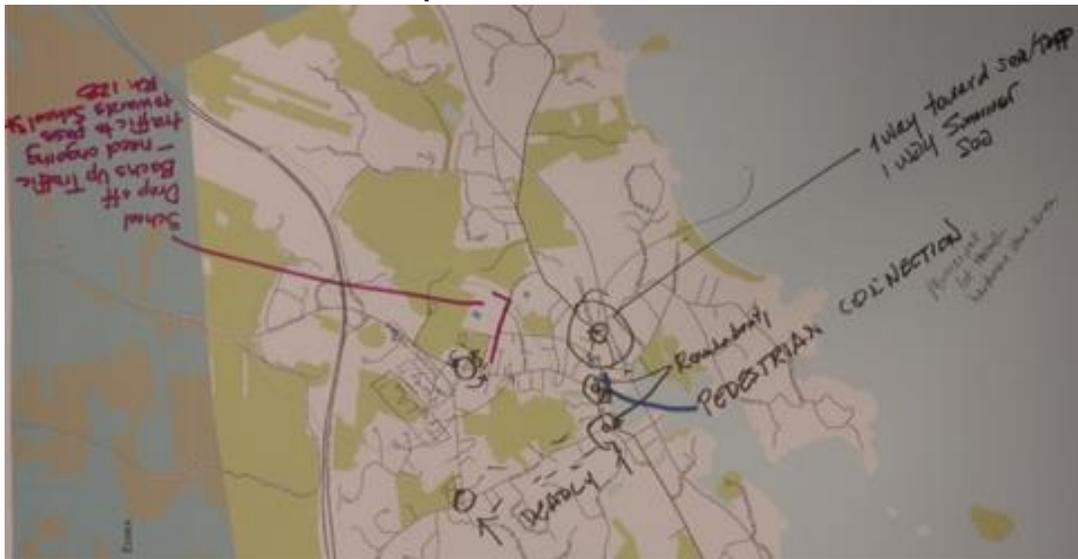
Map 1: Pictures and Notes



Takeaways from Map 1:

- Dangerous crosswalks circled throughout downtown
- Inter connect Powderhouse Hill trails with crosswalks
- School access to core town bike/ped gateway
- Link outer woodland paths to core toward bike/ped areas
- Green lines indicate where traffic calming measures are needed
- Create a “safety zone” in core area

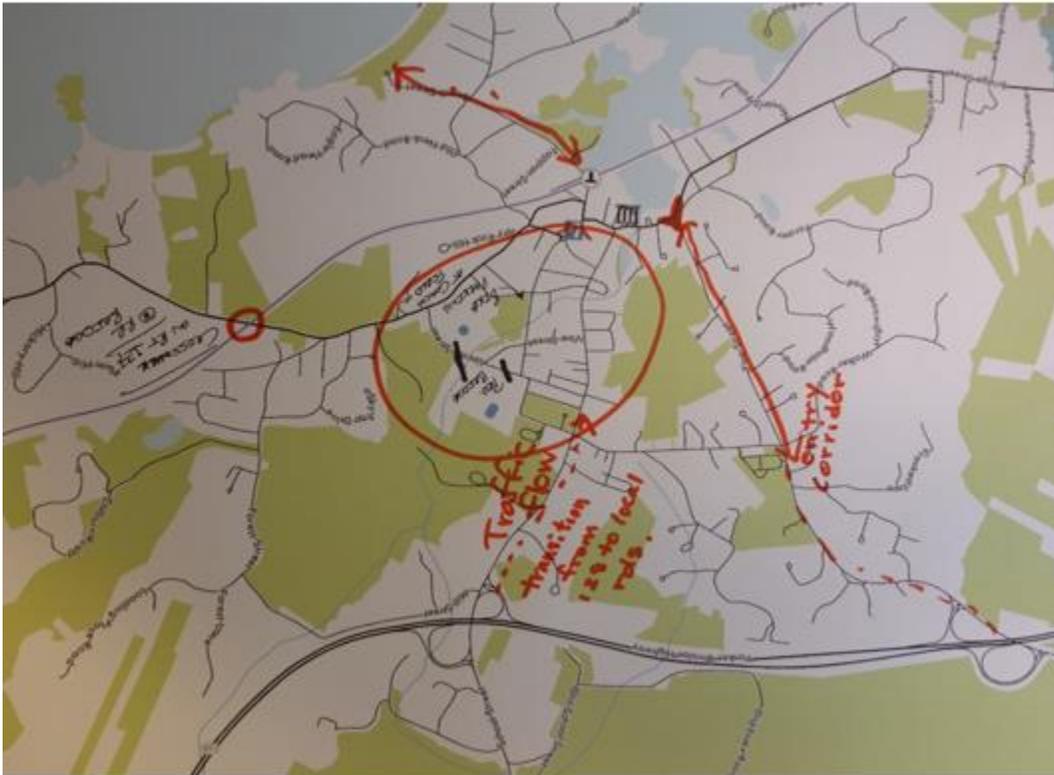
Map 2: Pictures and Notes



Takeaways from Map 2:

- School drop off backs up traffic – need ongoing traffic to pass towards School Street and RT. 128
- Municipal lot through hardware store area could be a pedestrian connection (downtown – see map)
- One way on Sea Street towards Tappan
- Many dangerous intersections identified

Map 3: Pictures and Notes



Takeaways from Map 3:

- Better crosswalk needed on Rt. 127 at RR bridge
- Bike parking at Coach field needed
- Pedestrian bridge on Lincoln St needed
- Traffic flow needs to be improved on transitions from 128 to local roads, especially School St.
- Pine Street: entry corridor.

Evaluation Criteria:

- Four major categories identified: Demand, Safety, Stakeholder Input, and Local/Regional Goals
- Demand
 - Schools – note location for one school may change
 - Downtown
 - Tourist destinations: Beaches, etc.
- Safety
 - Safety zone – residents are voting at Town Meeting on April 3rd to determine whether to give the Selectmen authority to establish these lower speed limit areas
 - LED Signs would be good (watch for pedestrians, this is your speed, etc.)
- Stakeholder Input
 - Note that public priorities and town staff priorities may differ.
- Compatibility with Local and Regional Goals
 - Don't want projects to be done and then ripped up/changed a year later.
 - May be easier to “grease the squeaky wheel”.
 - Also include opportunities (potential money saving opportunities)