



# MINUTES of August 7, 2019 Meeting

TOWN OF NORTHBRIDGE, MASSACHUSETTS

## NORTHBRIDGE SAFETY COMMITTEE

James Shuris, P.E., MBA - Chairman/Director of Public Works & Town Engineer  
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August 07, 2019

Northbridge Board of Selectmen  
Northbridge Memorial Town Hall  
7 Main Street, Whitinsville MA 01588

### COMPLETE STREETS PROGRAM (DRAFT PROJECT LIST) PRIORITIZATION PLAN -SUBMISSION TO MASSDOT

Steven Tyler, Howard Stein Hudson

Dear Board of Selectmen:

The Northbridge Safety Committee met **WEDNESDAY, AUGUST 07, 2019** in the Police Station Conference Room (1 Hope Street). The following members were present: Chairman James Shuris, Peter Bedigian, R. Gary Bechtholdt II, Fire Chief David White, Jamie Luchini (Alternate) and Lt. Timothy Labrie (Alternate). George Murray, Chief of Police Walter Warchol, Richard Maglione and James Sheehan (Alternate) were absent.

The following members of the public were in attendance: Rainer Forst (resident) and Steven Tyler (Howard Stein Hudson).

### CALL MEETING TO ORDER

Chairman Shuris called the meeting to order at 10:00 AM.

### I. APPROVAL OF MEETING MINUTES

*Upon motion duly made (J. Luchini) and seconded (D. White) the Safety Committee voted (6-0) to ACCEPT the meeting minutes of June 05, 2019.*

### II. CORRESPONDENCE

Mr. Shuris noted no correspondence have been received.

### III. COMPLETE STREETS PROGRAM -PRIORITIZATION PLAN

Steven Tyler, Howard Stein Hudson

James Shuris, Chair provided a brief overview of the Complete Streets Program, noting the Town has completed Tier 1 requirements (adopted policy) and working through Tier 2 where the Town is to submit a Complete Streets Prioritization Plan which will be reviewed and considered by the Board of Selectmen on August 12, 2019. Tier 3 would be submission of the project priority list to MassDOT and to seek funding through the State as part of its Complete Streets Program.

Mr. Shuris introduced Steven Tyler from Howard Stein Hudson, consulting firm assisting the Town. Mr. Tyler distributed hardcopy spreadsheet of (44) projects previously identified along with 2 maps of the town highlighting project locations. Mr. Tyler asked the Committee to rank the projects; first 1-10, then 11-20 and so on.

Each member shared with the Committee their individual rankings 1-15. Mr. Shuris explained, from his perspective he focused and ranked projects specific to repairs and replacements higher than others and did not identify new construction, noting focusing on replacement would be beneficial as these projects would not require design plans which would keep the cost down and ability to do complete more projects. Mr. Shuris noted projects such as Linwood, Church Street Extension, Main Street and others will be considered as TIP projects.

Gary Bechtholdt reminded the Committee that the Complete Streets Program is more than just replacing what may already be there, it includes improvements (ADA, intersection, etc.) and new construction for all modes of transportation; vehicle, pedestrian and bicycle. Mr. Bechtholdt felt the Safety Committee should take a more holistic approach and prioritize all projects (including potential TIP projects). Mr. Bechtholdt suggested if Mr. Shuris, as DPW Director wants to provide a recommendation to the Board of Selectmen he can but the Safety Committee should look at all projects (improvements, repair & new construction); Mr. Shuris agreed.

Committee members asked Mr. Tyler which projects may be viewed as strong project when it comes to receiving funding from the State; Mr. Bechtholdt suggested the Committee should not worry about project funding and likelihood of selections; the Safety Committee should rank projects based upon need and safety concerns; Peter Bedigian agreed.

Mr. Bechtholdt reviewed with the Committee his priority list of projects (1-15). Peter Bedigian noted his listing was similar to Mr. Bechtholdt, however would rank higher the areas along Church Street, Memorial Square, and Linwood Avenue; Mr. Bechtholdt agreed to move projects up in the ranking. Chief David White deferred to DPW, Police and others.

Jamie Luchini explained his priority list was based upon a Highway point of view (sidewalk improvements/replacement). Lt. Timothy Labrie concurred with Mr. Luchini offering comparable project priorities, focused on high-concentration areas (downtown, schools, churches, etc.). Mr. Shuris explained his priority list was based on observations made, phone calls received by the Department of Public Works and talking with residents (at the Senior Center, etc.). Rainer Forst noted a large resident development of over 100-units (Stone Hill Condominiums, Senior Living Development) was recently approved on Church Street, improving sidewalks within this vicinity would be good; Mr. Shuris agreed.

After identifying his priority listing, Mr. Shuris reviewed compilation of each members' list and began to rank them accordingly with Mr. Tyler and the Committee. Projects receiving 2 & 3 votes from the Committee were initially ranked 1-15, however as suggested by Chief David White and agreed to by others, the rankings were adjusted to group similar projects together (e.g. Sidewalk Replacement along Church Street, Linwood Avenue, etc.).

Mr. Tyler reminded Committee members that funding requests (application to the State) for the Complete Streets Program does not necessarily need to follow the order of priority projects, however projects need to be included to be eligible.

After reviewing the initial ranking of projects, the Committee moved Memorial Square (2 projects) & Ovia Square (1 project) after the four (4) Linwood projects, towards the top of the priority list.

Mr. Shuris identified next steps moving towards Tier 3 funding and thanked Committee member, noting the prioritization plan will be updated next year. Mr. Shuris sought additional input from the Committee and comment from the public; having none the Committee took a vote.

*Upon motion duly made (J. Luchini) and seconded (D. White) the Safety Committee voted (6-0) to recommend the following prioritization (project listing) for the Complete Streets Program:*

1. *Sidewalk Replacement along Linwood Avenue: from Northbridge Middle School to Cross Street;*
2. *Crossing Improvements near Northbridge Middle School (Linwood Avenue): Crosswalk Replacement & ADA-Compliant Curb Ramps;*
3. *Sidewalk Replacement along Linwood Avenue: between Pine Grove Cemetery & the Victorian;*
4. *Intersection Improvements on Church Street, Linwood Avenue and Main Street (Memorial Square): Triangular Parkchop Island;*
5. *Intersection Improvements on Hill Street, Douglas Road & Main Street (Memorial Square): Pedestrian Safety Island and Crosswalk Replacement & ADA-Compliance;*
6. *Crossing Improvements on Church Street, Prospect Street & Cross Street (Ovia Square): Curb Extension, Crosswalk Replacement & ADA-Compliance;*
7. *Sidewalk Replacement along Church Street: between Colonial Drive & Johnston Avenue;*
8. *Sidewalk Replacement along Church Street: between Highland Street and Colonial Drive;*
9. *Sidewalk Replacement along Church Street: between Highland Street and Providence Road (Rt 122);*
10. *Sidewalk Replacement along Cross Street: between Linwood Avenue & Church Street;*
11. *Sidewalk Replacement along Hill Street: between Main Street & 88 Hill Street;*
12. *Sidewalk Replacement along Lake Street: between Main Street & Crescent Street;*
13. *Sidewalk Replacement along Pleasant Street: between Cross Street & Northbridge Middle School/Lasell Field;*
14. *Sidewalk Replacement along Hill Street: between Main Street & Upper High Street;*
15. *Sidewalk Replacement on Highland Street: between Church Street & the Northbridge Senior Center;*
16. *Crossing Improvements on Church Street & Highland Street Intersection: Crosswalk Replacement & ADA-Compliance;*
17. *Intersection Improvements on Church Street & Quaker Street Intersection;*
18. *Sidepath along Main Street: between 401 Main Street & Route 146 North Interchange;*
19. *Sidewalk Replacement along Hill Street: between Upper High Street & Fowler Road; and*
20. *Bicycle Accommodations along Hill Street: Shoulder Widening & Wayfinding Signage*

*Priority listing of remaining projects 21-25 & 26-44 shall be listed based upon rankings provided by individual members (previously identified -receiving 1 vote) and as may be determined by the DPW Director with consultation from Howard Stein Hudson.*

Reference is made to spreadsheet (draft) entitled “MassDOT Complete Streets Funding Program Projects Prioritization Plan” consisting of 8-sheets -attached hereto.

#### **IV. OLD/NEW BUSINESS**

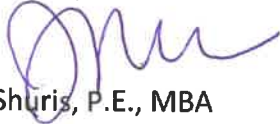
- a. Status of Action: June 05, 2019 (None)

- b. Next Safety Committee Meeting Date: Mr. Bechtholdt suggested the Committee look to establish a schedule for upcoming meeting dates. Chairman James Shuris will contact members to confirm if every third Wednesday of each month works. Committee shall consider meeting dates at the next scheduled meeting (to be determined).

## V. ADJOURNMENT

Having no additional business, the Safety Committee adjourned its meeting of Tuesday, August 07, 2019 at or about 11:20 AM.

Respectfully yours,



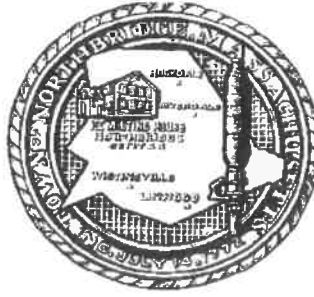
James Shuris, P.E., MBA  
Director of Public Works & Town Engineer  
**CHAIRMAN, NORTHBRIDGE SAFETY COMMITTEE**

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Cc: Northbridge Town Clerk  
Howard Stein Hudson

Northbridge Town Manager  
R. Forst

Lt. Timothy Labrie  
/File



**NORTHBRIDGE SAFETY COMMITTEE MEETING  
10:00 A.M. - WEDNESDAY, 20 NOVEMBER 2019**

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10:00 a.m. – Northbridge Police Station (Conference Room), 1 Hope Street

**CALL MEETING TO ORDER**

- I. APPROVAL OF MINUTES – 07 AUGUST 2019**
- II. CORRESPONDENCE – “Speeding on Eisenhower Drive” – Rainer Forst, 33 Eisenhower Drive.**
- III. OLD/NEW BUSINESS**
- IV. Status of Action: 07 AUGUST 2019 Safety Committee Meeting Minutes**
- V. Next Safety Committee Meeting Date: (Date To Be Determined)**
- VI. ADJOURNMENT**

cc: Town Clerk  
Town Manager/BOS  
Safety Committee Members

File