

## **Town Center Renovation Project**

### **5/23/19 Project meeting minutes**

#### Attendees:

- Dick Maki, resident
- Larry Keegan, Weston & Sampson
- Al Carlin, Library
- Jim Emerton, Fire Dept.
- Tim MacLeod, Leominster Credit Union
- Carol Stewart-Grinkis
- Rosanne Mapp, EDC
- Paul Lyons, Water Dept.
- Paul Cathcart, EDC
- Domenica Tatasciore, Town Planner
- Pat Campbell, Library
- Mike Pineo, Cons Com, Farmer's Market
- Sean Hamilton, SMLD
- Ross Perry, TA

There are issues with sidewalk height and vehicle damage in front of the fire station and the Leominster Credit Union. Continuing the discussion from the previous meeting, this work can be done with basic asphalt paving in advance of the overall town center renovation effort.

Bill, David H. and Tim will work together to determine the best solution for the sidewalk in front of the bank and FD. Then we'll clarify what portion is owned by the bank vs the Town and who pays accordingly. (from last meeting)

Replacing the existing sidewalk in the vicinity of the SMLD to Park Street also can be done with basic asphalt paving at ahead of the overall project. The hold up is Verizon moving their lines underground. They want \$2k upfront before they provide a TBD estimate to complete the rest of the engineering (in spite of many of these plans existing in the 2007 drawings) and actual cable work. Ross and Sean will reach out to State Representatives and Senators to obtain support with Verizon.

The replacement sidewalks by SMLD and the Fire Station/bank will have to meet ADA standards.

As a group the 2007 plans were reviewed and marked up based upon new preferences and requirements. These can be download from the attached site, until Thursday August 22, 2019: <https://sharefile.wseinc.com/message/XbCMmKtQOYCBQ5z0hBlnge>

To meet current grant funding requirements, a bike lane must be designated. The official bike lane will go down Bridge, Maple, and School Streets, bypassing the center of town. However, realizing the bike riders may still use the center of Town, Main Street will have painted bike arrows and signage.

Not painting parking spaces along main Street was discussed as one method to create more useable parking spaces. Instead of individual spaces, just painting parking zones with the appropriate 20ft set back from intersections and 10ft setbacks from driveways. Drivers tend to park tighter than if there are designated individual spaces.

All agreed Meetinghouse Hill Rd should remain a two-way street.

The Meetinghouse Hill Rd to Main St. intersection should be shifted to make it closer to a 90-degree intersection, but less than the 2007 plans indicate. The redline drawings show this modification. It was pointed out that the current practice is to temporarily store snow at this intersection at the end of the Common until the DPW can dispatch a loader and dump truck to remove it after each storm. With the proposed modification of this intersection, another snow removal plan will be needed.

Parking will be provided on both sides on Main St. No sidewalk is planned for the Main St. side of the Common. The Sidewalk in the Common will be used instead.

No sidewalk is planned for Common side of Meetinghouse Hill Rd. Parking spaces will be allowed on both sides of Meetinghouse Hill Rd from the Library to the Church.

Park St. will have a side walk on the Town Hall side but not on the Common side. The sidewalk will not curve up the hill as per the 2007 plans but stop even with the end of the Common where there will be a cross walk. Parking will be allowed only on the Town Hall side of Park Street due to minimal road width issues. (This decision should be re-visited, as many people already park on both sides of Park Street.)

Before trying the temporary reconfiguration library driveway (closing the entrance by the Meetinghouse Hill / Main St intersection, the existing bump-out in the library parking lot should be moved. This will facilitate cars exiting from the front of the library through the parking lot to Houghton Rd. Bill agreed to work on this. Larry will provide a separate quote to update the library driveway and parking lot drawing.

Weston and Sampson offered a scope of services and proposed fee schedule:

Task 1 Update Project Plans for Funding purposes	\$ 8,900
Task 2 Grant Assistance	\$15,000
Task 3 Preparation of Bid Documents	\$46,900
Task 4 Bidding Services	\$ 4,400
Task 5 Meetings	\$18,900

Task 6 Construction Administration Services       \$32,700

There was agreement to recommend proceeding with Tasks 1&2. (Ross has asked Larry to adjust the total for these two tasks down to \$20,000 to meet the amount appropriated by Town Meeting.

An itemized estimate from 2007 showed a total project cost of \$1,425,000.

The Garden Club has access to grants for civic development that might cover some of the landscape work with this project.

The next meeting is **TBD**

Ross Perry