



**BOARD OF ROAD COMMISSIONERS
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MINUTES
OCTOBER 11, 2017

The meeting was called to order by Chairman Mike Martin at 9:11 a.m. In attendance was Chairman Mike Martin, Commissioner Peter Gove, Superintendent David Tully, Eric Carlson of BSC Group, and Secretary Terry Atwood. Absent was Commissioner Paul Dalida.

Eric walked everyone through the 25% preliminary plans of the Main St. road project to be submitted to MassDOT next week. This is the first in a series of documents that will be subsequently submitted. These include utility, construction cost estimate, functional design report, traffic safety, checklists, etc.

The preliminary design is complete; it is just being tweaked so it will plot correctly with MassDOT's CAD templates. Eric reviewed the top sheet and what the plans include. Discussion followed. David asked if pre-cast will be used as it worked well with McGovern's wall. Eric explained that it's up to MassDOT and has not yet been determined. Plans include a sidewalk, guardrail, and knee wall at the cemetery (which is a special provision – not a basic MassDOT guideline). Eric also pointed out the critical section of the culvert, typical sections, construction plans, teeing off of High St., where the center island would be moved. It was noted that Common St. stays the same and catch basins will be adjusted as needed. Utility poles were discussed. Eric noted that 3' of sidewalk is required per ADA regulations. Two (2) feet from the edge of the shoulder to the pole is standard. There are a couple of poles in question but MDOT will determine if it's necessary to relocate and, if so, MassDOT will take care of the relocations.

The new drainage system was discussed, Eric pointed out the proposed discharge locations and the new roadway alignment to give relief to the cemetery and provide better sight distance to the Kendall Tavern. Eric also showed the proposed new road layout. The road currently swings out. Hardman's wall will be reset and Eric will propose to reconstruct his driveway to blend in with the changes. Plans show proposed new water main (MassDOT will have to approve this also). The water main standards will be reviewed to see what size sleeve will be used. Plans also show proposed abandoned water main location. New water main will be approximately 8' off center of road. MDOT requires showing proposed utilities on all plans.

Eric stated the abutters will need to be consulted. Mike stated he talked to abutters on North side and they are all in favor of the changes. Eric stated that these plans establish a new ROW and



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character of the road. Discussion continued and the drystack wall at 458 Main St. (Morton's), corner of Westford St., will need to be rebuilt. It was noted that a special provision was included to request weathered guardrail by 417 Main St. (Hardman's) to tie into the existing guardrail. Profile sheets were reviewed and it was noted that the culvert has a proposed water line going under it. The culvert will be filled with 2' of gravel (mimics a natural stream bed) but a sleeve under the culvert would be logical for the water main so it can be pulled if needed. Gas line location is to be determined. Curb locations were pointed out. There will be 11' travel lands with 4' of shoulder the entire length on both sides of the road. Eric noted that MassDOT require 6" pavement markings now (not the 4" as in the past), but 4" can be proposed. Discussion followed regarding the high cost of thermos paint. Eric went over the remaining sheets of the plans such as summary sheets and cross section sheets. The plans still need to add temporary traffic control details.

Eric presented the Right Of Way history of Main St. Beginning in 1886 the ROW was 49.5' wide. The church was in the ROW but it burned down. In 1911 Pleasant St. came up and met the 1886 layout on Main St. In 1914 a section of Main St. laid out further alterations, a new church was constructed (where it's currently located) and the fountain showed on the plans. Also in 1914 High and Common Streets were laid out. In 1950 McGovern's and Lowell St. section of Main St. established a layout. Eric suggested that the section now being worked on was never laid out and, in his opinion, it should be. It is already surveyed and the new plan can establish the layout for the future. Given the roadway realignment and subsequent work, in this situation, it would be a good time to do it. The alternative to laying out the road would be permanent highway easements. They are basically the same thing, but a new established layout would complete the Main St. layouts. He noted that the work zone is a temporary easement.

Peter Gove left the meeting at 10:10 a.m.

Discussion continued regarding MassDot requiring easements for utility poles (temporary easements) and a required public hearing to be held after the preliminary plans are approved. Currently there is no Westford St. layout so no plans showing the cemetery in relation to Westford St. have been secured. Terry was asked to contact Alan Chaney for a copy of the cemetery boundaries plan.

The plans will be submitted next week and MDOT will review; however, the process is slow until the project is added to the TIP (Transportation Improvement Program) and that is decided by NMCOG and MDOT. If the project is on the TIP timeline, it's 30 days if within a year, 60 days if more than a year and 120 days if project is out 3 years or more.

The meeting adjourned at 10:23 a.m.



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Respectfully submitted,

Terry Atwood
Highway Secretary

APPROVED