



Chelmsford Master Plan Implementation Committee (MPIC)

February 15, 2023 Draft Meeting Minutes

Present: Mike Raisbeck, KenLefebvre, Karl Bischoff, Paul Cohen, Scott Rummel, Fred Brusseau, Glenn Thoreau, Brian Stripp, Jamie Dergay, Evan Belansky, Nancy Araway, Deb Taverna, and Christine Clancy

Mr. Raisbeck called the meeting to order at 7:05 P.M. in Room 200.

1. Introductions of attendees were made.
2. Christine Clancy, Director of Public Works, attended the meeting to review the DPW Transportation recommendations. Her comments are as follows:
 - 4.2 The DPW has 27 miles of sidewalk that are plowed after a storm. A Sidewalks Master Plan will be obtained in February or March that will help inform Bike/Ped Plan coordination with other committees. The Age Friendly Committee asked to be advised of future developments.
 - 4.3 The pending Sidewalk Master Plan will outline recommendation for sidewalks and priorities. Turnpike is difficult as easements are need from National Grid to install sidewalks. Sidewalks between Main Street and the Town Line are to be installed this year – if sidewalks were added to both sides of the street, that would provide traffic calming.
 - 4.4 The Town has a Streets Prioritization Plan. This plan has helped identify projects that Chelmsford can apply for grant monies. The Vinal Square improvement is underway. The State looks at environmental justice and connectivity and it is a very competitive program. Chelmsford has been accepted into the program, but there is no funding yet.
 - 4.5 Expansion of shoulders on town roads to 4 ft. width to accommodate bikers. These shoulder would be competing with sidewalks.
 - 4.6 DPW conducts street sweeping daily April – November and DPW is in compliance with the state's stormwater requirements.
 - 4.7 There has been no implementation of erosion control along roadways outside of construction projects. The DPW does have a list of berms that must be maintained.
 - 4.8 DPW is completing an inventory of signals for pedestrians and cyclists. The DPW maintains these signals.

4.9 The DPW will erect signage for the bike route and “share the road” signs where appropriate. BFRT signage is in place. This is will also be incorporated into new projects.

4.10 Monitor bicycle/pedestrian crash rates in high use areas. Vinal Square is being evaluated now.

4.11 We participate in the Safe Routes to School Program. Dpw applied for this 2 times per year. All schools are registered in the program. The Town receives funds from Uber and Rideshare based on usage.

4.12 The Town currently clears 27 miles of sidewalk after a snow storm. Although the state is responsible for some sidewalks, the DPW will clear high traffic areas after our prioritized sidewalks are cleared. There is no bylaw that property owners must clear sidewalks along their property. There is a bylaw that residents cannot throw snow into the street when clearing. The DPW salts sidewalks at the schools and Town Offices.

4.13 The DPW is currently inventorying existing bike parking facilities. As new infrastructure is completed, additional bike spaces should be added. Mr. Lefebvre suggested that handicap parking spaces in town also be inventoried.

4.14 The Town recently added a new parking lot in the Center for public parking.

4.15 Bike racks and sidewalks are to be required where appropriate for new commercial projects. A suggestion was made that racks should be ADA compliant.

4.16 As part of the plan review, the Planning Board and DPW ask developers to provide sidewalks, streetscape amenities (lighting, benches, traffic calming, etc.), bicycle and pedestrian accommodations and landscaping.

4.17 The DPW will conduct an inventory of traffic signals in the spring or early summer. 2 signals were recently updated st Golden Cove / Billerica Rd. Drum Hill will be looked at.

4.18 The DPW annually completes maintenance of line painting, striping and pavement markings. Most complaints are about state roads. The Town does try to coordinate with the state.

4.19 Main Street is a possible future traffic calming measure as well as Brentwood and Turnpike. Some measures in place are the raised crosswalks in the Center and calming islands at Concord Rd. and Boston Rd. and Parkhurst Rd. and Smith St.

4.21. The DPW plans to apply to Connected Cities which shares data about road situations. This helps avoid high construction areas.

4.22 The monitors street repairs and maintenance with a database. They are currently developing a 3 year plan. There is Quick Fix on the Town website. The DPW also notifies the state when state roads needs maintenance.

4.23 There is currently no inventory of traffic control devices. Signals will be in GIS – bike racks are not in GIS.

3. Review Process – as items are updated the list of recommendations will be updated. The list can be updated even if not covered in a meeting yet.
4. The next quarterly meeting is May 17, 2023. The following will be discussed: Facility and Services (Mr. Rummel and Mr. Thoren), Housing (Mr. Stripp and Ms. Taverna) and Natural Resources (Mr. Bisch and Mr. Dergay).
5. Minutes from November 16, 2022 were tabled until the May meeting.
6. After May, the next meeting will be August 16, 2023.
7. Meeting adjourned at 8:37 P.M.>