

**Town Administrator's Advisory Committee on Pedestrian Bicycle Pathway
Minutes of the Meeting on Wednesday, August 5, 2020**

(Zoom Remote Public Access Meeting)

Members in Attendance: David McPherson, Chair; John Carroll, Vice Chair; Ken Cheitlin, Clerk; and George Slade (Members absent: Mark Emmons)

Others in Attendance: Timothy Lydon

The meeting was called to order at 6:03 p.m. by Mr. McPherson.

There were no public comments.

Approval of the minutes: *A motion to approve the minutes of the Committee's July 15, 2020 meeting was made by Mr. Slade and seconded by Mr. McPherson. The motion passed, 3-0, with Mr. Carroll abstaining.*

Discussion of 2020 MassTrails Grant award: The members expressed their pleasure at the recent award of \$100,000. Mr. Lydon reported that he has been advised that, since our project was "high scoring," once we demonstrate the intended use of the award (in other words, what work we will be able to accomplish of the total work described in the application for \$300,000), we can request a further award for specific additional work, that might be funded from unused grant money awarded this year. Mr. Lydon plans to have a conversation with Amanda Lewis at MassTrails regarding this possibility. There was discussion of the prorated amount of the total \$75,000 match (\$50,000 in the town's CPC funds and \$25,000 from co-applicant, the Friends of the Bourne Rail Trail) that would need to be expended given that the MassTrails award was 1/3 of the amount requested.

Updates on Phase 1: Mr. Lydon reported that MassDOT has not yet commented on the Phase 1 25% design, that while a highly rated project, MassDOT currently lacks the personnel to complete its review quickly. The estimated cost to move to 75% design is \$100,000 with an additional \$50,000 estimated to then take the design to 100%. The cost has risen largely due to the unanticipated issues with the wetlands and the necessary boardwalk. Realistically, given MassDOT's personnel shortage and the fact that Phase 1 is not set for construction until 2024, Mr. Lydon does not believe Phase 1 could be 100% designed by the time the MassTrails grant must be claimed in full (June 2021), so he recommended that we amend the contract with VHB to provide for 75% design by the end of June 2021.

Updates on Phase 2: Mr. Lydon reported that the geotechnical work we believed was to be completed by this time has not yet been done and was not, as it turned out, within the scope of the amended contract with VHB. Officials of the town, VHB, MassDOT and Mass Coastal conducted the Phase 2 site walk on August 3, 2020, and issues with respect to that phase were identified and discussed. Mr. Lydon suggested that the sooner we are able to complete 25%

design of Phase 2 (at an estimated further cost of \$50,000), the sooner we will be placed in MassDOT's queue for construction of that phase.

Updates on Phases 3 and 4: Phase 3 is still on hold, although there has been a suggestion that we submit a PNF for that phase. Mr. Lydon will follow up on that with the appropriate MassDOT personnel. With regard to Phase 4.b., Mr. Lydon reported that the current plan is to submit a joint PNF with Falmouth for the extension of the Shining Sea Bikeway to the town line and Phase 4.b. by the end of August 2020. Mr. Lydon suggested that we amend the contract with VHB to provide for a survey and conceptual plan for Phase 4.b., at an estimated cost of \$25,000.

Discussion followed and *the consensus of the Committee was that the \$50,000 of CPC funding and the \$100,000 MassTrails award should be used to move Phase 1 to 75% design (\$100,000) and to complete the 25% design of Phase 4.b. (\$45,000 in addition to the \$25,000 for survey and conceptual plan), for a total estimated cost of \$145,000.* Once additional funding is obtained, we will again amend the contract with VHB to provide for completion of 25% design of Phase 2 (at an approximate cost of \$50,000). It was suggested that that funding could be available from MassTrails in the form of an additional award this year, as described above. It was also further suggested that significant funding should be sought from the CPC at the fall town meeting to move Phase 1 to 100% design (approximately \$50,000), take Phase 4.b. to 50% design, and provide a match for future MassTrails grant applications in 2021 and beyond.

Complete Streets and Bicycle Transportation Plans: Mr. Lydon reported that the Complete Streets plan is on hold, and that the Cape Cod Commission is aware of that fact and has provided assurance that their funding will still be available to move forward when the time is right.

Future meeting dates: September 16, 2020, October 21, 2020, and November 18, 2020, each at 6:00 p.m., at the Pocasset Community Building or as a Zoom remote public access meeting, depending on the state of pandemic-related restrictions.

Adjourn: *Motion to adjourn was made by Mr. Cheitlin, seconded by Mr. Carroll, and passed, 4-0, and the meeting was adjourned at 7:08 p.m.*

Respectfully submitted,

Ken Cheitlin, Clerk

These Minutes were approved by a 4-0 vote of the Members on September 16, 2020.