



## MEMORANDUM

---

**TO:** Board of Selectmen

**FROM:** John C. Curran, Town Manager

**CC:** Susan Aker, Cathy O'Dea

**SUBJECT:** Town Manager's Report, May 20, 2019

**DATE:** May 17, 2019

---

### **Sidewalk Management Plan**

The Town has entered into a contract with the Beta Group in the amount of \$89,750. Beta will conduct a Townwide sidewalk inventory and assessment. This will document the condition of the existing sidewalks and ADA compliance issues. It will work with the Town to develop a schedule of improvements and needs. This plan will serve as a tool to schedule sidewalk work in the future based on priority. The plan is expected to be completed in the fall.

### **Pavement Management System Update**

The Town has engaged the Beta Group to do a Town-wide update to the road conditions. This was last updated in 2009. This contract amount is for \$49,000. This will be integrated into the Town's GIS system as a new module and be maintained through People GIS annually. This will serve as a tool to schedule future roadwork projects.

### **Lexington/Glad Valley Intersection Project**

The Town has entered into a contract in the amount of \$118,500, funded with a \$75,000 earmark from Senator Freidman and an earlier appropriation from Fall Town Meeting of 2017. This will allow the town to reach a 25% submittal to Mass DOT. This work is expected to be completed by the fall of 2019.

### **Water Main Replacement - Baldwin Rd**

This work includes the replacement of approximately 2,200 feet of water main on Baldwin Road from Little John Drive to Biscayne Drive. The Contractor, R&D Site Development, plans to start work associated with the project on May 20. They anticipate approximately 6 weeks of time to perform the work associated with the project. The project's substantial completion date is June 30, 2019.

### **Traffic Signal Installation - Whipple Rd/Andover Rd (Updated 5/9)**

The Town will install a traffic signal at the intersection of Whipple Road at Andover Road / Shawsheen Street. The Contractor, JJ Phelan & Son Co., Inc. plans to start work associated with the project on May 20<sup>th</sup>. They anticipate approximately 6 weeks of time to perform all miscellaneous work associated with the project - borings, signal foundations, conduit, sidewalks, drainage modifications etc. The signal equipment itself has a significant lead time for manufacturing, so when the equipment comes in they will return to the site for completion of the project. The project's substantial completion date is October 15, 2019.

**Allen Road Phase 1 and 2 (Updated 5/9)**

Contractor is in progress of addressing the lawns on Allen Rd Phase 1. According to the Contractor, everything else on the punch list is complete.

On Allen Rd Phase 2 (Boston Rd work), the Contractor won't startup work again until Mid to late June. The traffic signal won't be activated until late summer at the earliest. They plan to complete all work this season.

We anticipate work will begin before the end of May, weather permitting. Once we determine where the Contractor intends to start, we will update this post. If you have any questions, telephone the Engineering Division at 978-671-1300 or contact us below.

Work will occur on the following roadways:

**Annual Paving Program - Road List (Updated 5/9)**

We anticipate work will begin before the end of May, weather permitting. Once we determine where the Contractor intends to start, we will update this post. If you have any questions, telephone the Engineering Division at 978-671-1300 or contact us below.

Work will occur on the following roadways:

ROAD	FROM	TO
ANGELA LN	FRANCESCA WAY	PARSONS LN
BALDWIN RD	KIMBROUGH RD	MARGARET LN
BEAUMONT AVE	BOSTON RD	ALLENDALE AVE
BRIDGE ST	TREBLE COVE RD	NEW FOSTER AVE
CARDINGTON AVE	BOSTON RD	DEAD END
COOK ST CROSSWALK ONLY	AT PINES RD	
COVINGTON AVE	CARDINGTON AVE	COOK ST
ELLINGWOOD AVE	CARDINGTON AVE	CHESTERFIELD AVE
FARDON ST DRAIN REPAIR ONLY		
FRANCESCA WAY	TERCENTENNIAL DR	DEAD END
PARSONS LN	RUSSET RD	DEAD END
ROGERS ST PATCHING AND SIGNS ONLY		
SCHOOLHOUSE LN PATCHING ONLY		
TERRY LN	LEXINGTON RD	COUNTRY LN
WATER PLANT DRIVEWAY	TREBLE COVE RD	PLANT

### Crack Sealing 2019 - Road List (Updated 5/9)

Crack sealing will be performed the week of May 20, weather permitting. If you have any questions, telephone the Engineering Division at 978-671-1300 or contact us below.

Work will occur on the following roadways:

ROAD	FROM	TO
Michael Rd	Sheldon St	Dead End
Crooked Spring Rd	Michael Rd	Cul-de-sac
Theresa Av	Crooked Spring Rd	Sheldon St
Carriage Rd	Sheldon St	Burnham Rd
Kingsbury Ln	Carriage Rd	Burnham Rd
Carmel Dr	Kingsbury Ln	Burnham Rd
Ashdale Rd	Kingsbury Ln	Burnham Rd
Burnham Rd	Dead End	Oak St
Pine Tree Rd	#17 Pine Tree Rd	Lupine Ln
Mirror Rd	Lupine Ln	Satuckett Ln
Satuckett Ln	Quaker Ln	Solar Ln
Solar Ln	Lupine Ln	Ranlett Ln
Ranlett Ln	Concord Rd	Cul-de-sac
High St	Mt Pleasant St	Bridge over RR
Sheldon St	High St	#6 Sheldon St
WW Treatment Plant Site		

### Middlesex Turnpike Phase 3 – Night Work

Night paving work continues into the week of 5/6. They anticipate two more nights, Monday and Tuesday, weather permitting.

Stay up to date on the progress of the Middlesex Turnpike Project by checking out our project page link below. We have included a 3-week look ahead schedule, an overall schedule by stages, and a copy of the project plans. The 3-week look ahead schedule will be updated regularly.

### Cable Ascertainment Process

The Town is currently working through the Cable Ascertainment process. The next step is to have a public hearing for the Comcast contract. The Cable Advisory Committee will hold this hearing on Tuesday, May 21st at 7:30 PM in the Conway Hearing Room. Public comment on local cable needs and past performance is invited. After the hearing any relevant input will be worked into the RFP that will be sent to Comcast. Currently the RFP includes asking for a senior discount, three HD channels for local access, and extensive capital money to outfit a potential new studio at the Howe. The Town and our attorneys will be entering into informal negotiations with Verizon for a five year contract sometime in the summer.

### **Adult Use Marijuana**

This office received five applications in response to our marijuana RFP. Three applicants met all of the criteria, while two others were not ready to take the next step due to being unable to secure a location. The Town Review Team had an informal meeting with the three applicants who met all of the criteria last week. The Town made them aware of some questions, concerns, and issues they needed to work out in regards to their applications. The next steps are for the three applicants to hold community outreach meetings. The meetings will be held on June 5th from 6-9 with each applicant having an hour to give their presentation and answer any questions. This meeting will be broadcast live and any advance questions can be directed to Clancy in my office. From there the applicants will give a formal presentation and we should have a final recommendation to the Board by the end of June.

### **PHR/Station 3/Howe School**

At the last Board meeting the board was informed that an RFQ would be going out for an OPM for these three projects. The RFP went out last week and bids are due back on June 10th. After an OPM is on board we expect to move forward on these projects. The Town is in the RFQ process of selecting a design firm for Station 3.

### **BPD Liquor License Compliance Check**

Nine liquor establishments were subjected to compliance checks. All of them passed.

### **Water and Sewer Rates**

The water and sewer rates will be on the agenda for June 3<sup>rd</sup>. It is expected that the recommendations from this office will be similar to previous recommendations to sustain the capital plans in both Departments.