Raeanne P. Siegel
Town Administrator
Town of Hubbardston
7 MAIN STREET, Unit #3
HUBBARDSTON, MASSACHUSETTS 01452

May 15, 2017

Mr. Juan Vega, EOHED
Executive Office of Housing and Economic Development
One Ashburton Place, Room 2101
Boston, MA 02108

Dear Juan,

The Town of Hubbardston would like to extend its gratitude to the Commonwealth of Massachusetts for the Community Compact Grant in the amount of $5,000, which paid for a portion of a schematic design of our Town Center, a .6 mile length of Main Street. Attached you will find the completed design, conducted by TEC and as well as two WPI Engineering students, Alex Bosworth and Sarah Campos.

Hubbardston has a vision to revitalize our Town Center, which would include paving reconstruction, on street parking, pedestrian lanes for bicycle and foot traffic, proper drainage, markings, signs, lighting and landscaping.

With the schematic design completed in February 2017, the Town has now moved into the engineering phase of the project, and with the assistance of TEC, has been approved for Federal Aid highway funding in the amount of $3 million.

The Town of Hubbardston is appreciative to the Commonwealth for the opportunity to further this project through the funding received through the Community Compact grant program.

Sincerely,

Raeanne P. Siegel
Town Administrator

MASSDOT - HIGHWAY DIVISION
Project Initiation Form

Proponent: Raeanne P. Siegel Title: Town Administrator

Municipality/Organization: Town of Hubbardston

PNF completed by: Mikel C. Myers, P.E. Title: Principal / Project Manager, TEC, Inc.

Phone: (978) 794-1792 Email: mmyers@theengineeringcorp.com

Date: February 21, 2017

Part I – General Information

Project Location: Main Street (Route 68) – Town Center - Hubbardston

Scope of Work: Describe the proposed improvements including limits of work, length of the project, major improvements, proposed cross-section, improvements to secondary assets, and related work. The description of improvements to secondary assets should include any proposed improvements to curbing, sidewalks, traffic signals, signs, lighting, landscaping, drainage, walls, etc. The scope of work for a multi-use path should also identify any proposed at-grade crossing treatments.

The Town of Hubbardston has a vision to revitalize their Town Center for all its users along Main Street from the intersection of Brigham Street / Elm Street to the Curtis Recreational Fields which is a length of approximately 0.6 miles. The Main Street corridor conceptual improvements include: 10-foot multi-use path with buffer along one edge of the roadway, on-street parking, reduced 11-foot travel lanes, 5-foot bicycle lane and a 5-foot sidewalk with buffer along the opposite roadway edge. Incidental to these multi-modal improvements include: pavement reconstruction, drainage, pavement markings, signs, streetscape, landscape, and lighting.

See attached conceptual plan

Regional Benefit: Describe any regional benefits that would be realized should the Project Need be met.

Route 68 is classified by MassDOT as an urban principal arterial roadway which links the Town of Gardner to the north at Route 2 and the Town of Rutland to the south. Transportation improvements within the town center of Hubbardston would help improve safety for residents within the Town Center and commuting vehicles passing through headed to/from Route 2 and Worcester.

Right-of-Way: Identify how much right of way is anticipated to complete the project, including fee takings, permanent and temporary easements.

The Town of Hubbardston has an available public right-of-way of approximately 60 feet along the Main Street corridor, which will accommodate the above described cross section. No permanent easements are currently anticipated; only temporary construction easements to match driveways, walkways and minor grading.

Part II – Project Costs and Responsibilities

Estimated Costs: Provide available cost estimates or estimated cost ranges in current-year dollars and attach any cost estimate work sheets or summaries.

Estimated Construction Costs:		Estimated Other Costs:	
Construction Items:	$ 2,500,000	Planning/Design:	$300,000
50% Utility Relocation: Contingencies:	$ 50,000	Right-of-way:	$25,000
Other Constr. Costs (15%):	$ 375,000	Environmental Mitigation:	
Total Construction Cost:	$ 2,925,000	**Total Other Costs:**	$325,000

Anticipated Funding Program:

Indicate all potential sources of funding that may apply to the project

STP	X	CMAQ	X	HSIP	
TAP	X	NHPP		HPP	
NFA		Other			

Project Responsibilities:

	MassDOT	Community	Other
Project Management	X		
Design			X
Permitting			X
Right of Way		X	

Part III: Project Description

A. System Preservation

1. **Primary Asset and Condition**: Identify the Primary Asset included in the project area (e.g. roadway, bridge, or bike trail), condition of asset (specify if asset is a new facility), and what project improvements are anticipated by project.

The primary asset of the project is Main Street, which currently has a failing pavement structure, drainage deficiencies, and sidewalks in poor condition that do not have any vertical curbing or ADA/AAB compliance. The anticipated improvements include: reducing the roadway width to provide two 11-foot travel lanes (one in each direction), a 5-foot bike lane and 5-foot sidewalk on the easterly side, revised on-street parking along the westerly side between Lowell Street and Elm Street, reconstruction of an existing sidewalk to provide a 10-foot wide multi-use path along the westerly side of Main Street adjacent to the Town Office and Center School.

2. **Proposed Treatment to the Primary Asset**: Describe the proposed rehabilitation methods that are being considered for the primary asset (e.g. overlay, reclamation, full depth reconstruction). Keep in mind that the final pavement improvements will be identified through the development of a pavement design submitted as part of the project design process.

It is anticipated that full depth pavement reclamation of Main Street will be the most cost effective method to restore the existing pavement structure.

3. **Describe Improvements to Other Existing Assets**: Identify efforts to retain or preserve existing Infrastructure. Other existing assets may include: signal reconstruction, signal upgrades or improvements, large diameter culverts (4'+), box culverts, retaining walls, sidewalks, ramps, guardrail, drainage, signs, and curbing (or bridges, paths, and pavement if not already the primary asset).

Existing retaining walls and all private property features adjacent to Main Street will be preserved or restored to the maximum extent practical. Existing drainage and curbing will be utilized when the condition is suitable for re-use.

4. **Potential Impacts to Utilities**: Identify any anticipated impacts or complications the proposed improvements will have on utilities. List utilities that will be impacted.

It is anticipated that the utility poles on the east side of Main Street will be retained in the proposed sidewalk buffer. Proposed drainage infrastructure may result in minor conflicts with existing underground utilities to be confirmed during existing conditions survey.

B. Mobility

1. **Effect on Motor Vehicle Mobility and Congestion**: Describe how the proposed improvements will impact the mobility of motor vehicles. Please note the presence of bottlenecks or congestion, and include any traffic analysis, including LOS (Level of Service) data, if available. Please include existing and proposed LOS, delays que lengths and travel time.

Main Street experiences congestion during arrival and dismissal of the Hubbardston Center School where parents park along the westerly side of Main Street in the shoulder and the grass buffer. The Town Offices currently have limited off-street parking, which results in on-street parking along Main Street in the shoulder and grass buffer throughout the day.

2. **Effect on Pedestrian Mobility and Accommodations**: Describe how the improvements are addressing pedestrian accommodation, including ADA/AAB requirements, through improving existing facilities, improving safety and traffic calming, or proposing new or expanded pedestrian facilities. HTP

requires 2 sidewalks in urban areas. (Examples of improved pedestrian facilities are new or expanded sidewalks, crossings, pedestrian signals, RRFBs, shared-use paths, side-paths, etc.).

Pedestrian accommodations will include an ADA/AAB compliant sidewalk and multi-use path both with compliant wheelchair ramps, safety improvements at crosswalks to include curb bump-outs, RRFB's, and relocation and/or removal of existing crosswalks to optimize sight distance and pedestrian desire line to adjacent destinations.

Improved pedestrian access and mobility will directly benefit the future senior center, future public safety complex, town offices, Center School, local businesses, recreational fields, and churches all within the town center.

3. **Effect on Bicycle Mobility and Accommodations**: Describe how the improvements are addressing bicycle accommodation through new or improved facilities. HTP requires a minimum 5 ft. shoulder for improved bicycle accommodations. (Examples of improved bicycle facilities are new or expanded 5' shoulders, marked or buffered bicycle lanes, shared-use paths, etc.).

A 5' bike lane will be constructed on the east side of Main Street and a 10' multi-use path will be constructed on the west side. These improvements will provide bicyclists a designated space when traveling northbound and a separated bi-directional facility adjacent to the Center School, town offices and various local businesses.

4. **Effect on Transit Mobility and Accommodations**: Describe how the improvements are addressing transit mobility through new or improved facilities or accommodations. (Examples include dedicated bus lanes, transit signal prioritization, BRT, or new park & rides, bus stops, shelters, bump outs, etc.)

There are no public transportation services within the project limits.

5. **Connectivity**: Identify whether the proposed improvements will impact connectivity or access along the corridor or to other facilities. Please specify whether the project completes a link between existing bicycle and pedestrian facilities, or if the project creates new connections to businesses, residences, open space, transit stops, etc.

The town center improvements will tie into bike lanes to the northerly and southerly project limits and provide improved connectivity to the town offices, Center School, local businesses, churches and the Curtis Recreational Fields.

6. **Design Exceptions**: Identify whether any exceptions to MassDOT design criteria are anticipated, such as exemptions for meeting AASHTO 13 design requirements or HTP.

There are no anticipated design exceptions at this time.

C. Safety

1. **Motor Vehicle Safety**: Describe any improvements that are expected to reduce the crash potential or improve the general safety for motor vehicles. Please provide any highway safety analysis that has been completed, including Road Safety Audits.

Project area crashes and safety concerns through the town center are due to wide travel lanes and higher speed limits >45MPH immediately to the north and south resulting in limited reducing of speeds. The proposed improvements will reduce the roadway cross section for vehicular traffic and better utilize the space for defined on-street parking, bicyclists and pedestrians, which will provide traffic calming through the town center.

2. **Safety for Other Users**: Describe any improvements that are expected to improve the safety for other multi-modal users such as pedestrians, bicyclists, persons with disabilities, transit riders, school children, etc. Please provide any highway safety analysis that has been completed, including Road Safety Audits.

The future senior center, Hubbardston Center School, town offices, local businesses and churches require multi-modal improvements throughout the town center. All of the users to include pedestrians, bicyclists, persons with disabilities and school children will all benefit from the improvements. The Town and its consultant TEC have collaboratively worked with the Town Center Committee and students from WPI to perform field reconnaissance and establish a conceptual design.

3. **Evacuation Routes**: If the project is a known evacuation route identified at the state, local or private level, indicate how the project impacts the route.

N/A

D. Economic Impacts

1. **Economic Impact on a City, Town, or Village Center**: If the project is located within a city/town/village center, an area ≥ 5000 population per square mile, or is a roadway that provides an important connection to a city/town/village center or population center, please identify any economic impacts the project is anticipated to have on the city/town/village or population center.

The Town has future plans to develop a new senior center and public safety complex at the northerly project limit and the improvements are anticipated to spur economic development to local businesses that exist today and un-developed parcels adjacent to Main Street.

2. **Priority Development Areas**: Identify any positive impacts to a Priority Development Area(s), as well as any improved access to services, industry clusters, or job creation in the project area (including the number of jobs to be created, if available). Please note any other proposed improvements that reflect the Commonwealth's Smart Growth/Smart Energy programs or Sustainable Development principles.

The Town has future plans to develop a new senior center and public safety complex at the northerly project limit that will spur job creation. Various undeveloped parcels will also create new jobs within the town center.

3. **Local Economic Considerations**: Identify if the project includes any improvements with the specific intent to fill vacant storefronts or office spaces in city/town/village center, or if it incorporates any amenities that improve accessibility, wayfinding, pedestrian accommodations, or beautification of a city/town/village center with the intent of attracting consumers. (Examples of amenities or improvements can be new or ornamental lighting, benches, bike racks, landscaping enhancements, new parking, wayfinding signs, etc.)

The Town's vision for the town center is to transform this 0.6 mile section of roadway from a cut-through route experiencing high speeds and a high volume of trucks to one that calms this existing traffic and aesthetically creates a more attractive area for its users. The beautification of the town center will enable existing and new businesses to develop through these improvements to include: safe bicycle and pedestrian facilities, parking, signage, pavement markings, landscaping, benches, bike racks and lighting.

E. Environmental & Health Effects

1. **Air Quality and Greenhouse Gases**: Indicate if the project is expected to produce an improvement to Air Quality or a reduction in Greenhouse Gases, confirmation pending completion of the Air Quality Analysis Worksheet. Please note any Traffic Operational Improvements, any increase to motor vehicle capacity, any expanded transit accommodations or park-and-rides that decrease motor vehicle miles travelled, and any new bicycle and pedestrian infrastructure proposed.

The project will reduce the amount of greenhouse gases by creating an environment that makes walking

and biking a more attractive mode of transportation.

2. **Stormwater Improvements/Impaired Waterbodies:** Indicate the potential impact to any impaired waterbodies or TMDL watersheds near the project, and list any proposed BMP's that will be included to improve stormwater treatment. State how the proposed BMP's will meet or work towards MassDEP stormwater standards or TMDL requirements. Also include whether the project is proposing to decrease or increase the amount of impervious cover.

The project will include new drainage infrastructure within the roadway and will evaluate / incorporate stormwater BMP's to the maximum extent practical on land controlled by the Town.

3. **Wetland(s) and Resource Areas**: If there any wetlands, watersheds, or resource areas adjacent to the project, discuss how the project impacts the identified locations. Include an estimate of the quantity of temporary and permanent impacts to any wetlands, and a summary of how impacts will be mitigated.

N/A

4. **Wildlife Habitat(s):** Identify any priority habitats within a 1/2 mile of the project limits, and discuss how the project may impact any locations identified. Include a discussion of temporary and permanent impacts, and any improvements that are being proposed. If project includes work on bridges or culverts, discuss if new structures will meet the Massachusetts River and Stream Crossing standards. (Examples of priority development areas include: Core Habitat and Critical Natural Landscape, Coldwater fisheries, diadromous fish runs, Vernal Pools, and NHESP Priority and Estimated Rare species habitat.)

N/A

5. **Resiliency:** Indicate if the project is located within a 100-year floodplain or any area identified as vulnerable through a municipal, state, or federal vulnerability assessment. Identify any improvements to the system's resiliency to flood events and other climate change stressors through resiliency best management practices (BMPs) such as increasing the hydraulic opening of a bridge or culvert(s), armoring of hydraulic and/or hydrologic features, replacement a standalone headwall replacement, scour protection at a structure, or erosion prevention along a bank or shoreline.

N/A

6. **Historic/Cultural/Archaeological Resource(s):** If there is any Open Space, National Register listed or eligible properties, or 4(f) or Article 97 protected land in the area, discuss any positive or negative impacts to these resources, including improved or hindered access. Please reference the MACRIS database to determine if any National-Register Listed or Eligible properties are located within the project limits.

There are 55 historical properties / monuments / signs located along Main Street within the project limits. However, they are set far off the roadway and are not anticipated to be directly affected by future roadway improvements as they will fall within the public way. Any impacts to historic properties will be limited to temporary.

7. **Hazardous Materials:** If there are any hazardous materials or sites adjacent to the project, discuss how the project will handle any hazardous materials.

N/A.

F. Social Equity

1. **Environmental Justice**: If the project is located in, or within a ¼ mile of, an Environmental Justice area, please identify any elements of the project designed to decrease environmental impacts or improve the safety, sustainability, or mobility of the EJ community. Identify any improvements that involve

community planning and equitable sharing of benefits/burden or are particularly targeted within an Environmental Justice area.

N/A.

2. **Title VI:** If the project is located in, or within a ¼ mile of, a Title VI area, please identify any elements of the project designed to have a positive impact on the community through public outreach. Identify any improvements that involve community planning and equitable sharing of benefits/burden or are particularly targeted within a Title VI community.

N/A.

3. **Regional Equity**: Please note the last project the proponent initiated seeking Federal Transportation Funds, along with the year initiated (other than this project). If any projects have been constructed using Federal Transportation Funds in the last 5 years, please identify along with the year completed. If this project is located in a rural area, discuss the importance of this project to the community or region.

The Town is currently at the 100% design stage for the resurfacing of Route 68 from the southerly limit of the town center project to the town of Rutland (FY17).

G. Policy Support

1. **Risk Assessment and Appropriateness:** Discuss any other alternatives considered, and how the chosen concept is the most appropriate solution to the projects needs and potential risks in comparison to other alternatives, if any. Identify whether the project involves any innovative or non-traditional design or construction techniques intended to improve safety, reduce costs, improve customer service, reduce environmental or climate impacts, expedite project completion, or enhance the statewide or national transportation system.

The town and its consultant TEC identified the preferred alternative shown on the attached plan because it best utilizes the available space by addressing pedestrian, bicycle and parking needs in the town center. The placement of a bi-directional multi-use path, separated from parked vehicles and vehicular traffic, on the west will best access the Center School, town offices and local businesses. The town may need to evaluate minor adjustments to the cross section once the existing conditions are surveyed and the design is advanced further.

2. **Statewide Policies and Plans**: If the project concept or location is mentioned or supported by any other MassDOT policy or plan not noted elsewhere, please describe. If the project is supported by any other state entities, please describe level of support. Examples of other state entities may be DCR, MBTA, RTA, etc. Statewide Plans may include, but are not limited to, the following: Bicycle, Freight, Pedestrian, Port, Rail or ITS.

N/A

3. **Regional Policy:** Describe how the project meets regional policies or performance measures supported by a regional entity such as a Regional Planning Agency. Reference any regional studies or plans that include the project location. Identify efforts to coordinate with relevant government agencies, including RTA(s), DCR, regulatory agencies, or neighboring municipalities.

The Montachusett Regional Planning Commission's (MRPC) Regional Transportation Plan 2016 Moving Forward lists in Chapter 2 – Goals, Objectives & Performance Measures to "seek to improve user awareness along all transportation networks through better identification, pavement markings and signage with an emphasis on bicycle and pedestrian routes." Another objective listed is to "Encourage communities to address local mobility issues in order to promote mode shift options in congested areas." The Town is working to meet these objectives by providing a complete streets corridor along Main Street, through its local policy and its participation in the Complete Streets Funding Program.

4. **Local Policy:** Describe how the project meets local policies. Reference any local studies or plans that reference the project or location. (Examples of local policies or plans may include the Master Plan, community compacts, livability plans, health assessments, local ordinances, bylaws, a designated Green Community, a Complete Streets Policy, etc.)

The project is consistent with the vision of the Town Center Committee and is consistent with the Town's recently adopted Complete Streets Policy.

5. **Planning and Public Outreach and Support**

1. Describe any Public Outreach that has occurred. Include any public informational meetings, local mailings, workshops, planning documents, etc., where the proposed improvements were specifically presented to abutters, businesses and/or the general public. Please note any local support or opposition to the project, including any local advocacy groups.

Over the past couple of years, the Town has been actively advancing the planning process for the town center improvements. Its vision has been established through an active Town Center Committee of residents and town officials through monthly meetings in a public forum. The town has also received assistance from WPI students for their senior project and its consultant TEC.

Thank you for completing this form. Please submit the PIF to the Regional MPO/RPA and the MassDOT Highway Division District office.

Town Center Improvements

Main Street (Route 68)
Hubbardston, Massachusetts
Sheet 1 of 3

TEC
65 Glenn Street
Lawrence, MA 01843
169 Ocean Boulevard
Unit 101, PO Box 249
Hampton, NH 03842
t: (978) 794 1792
TheEngineeringCorp.com

HUBBARDSTON
MASSACHUSETTS

Scale: 1" = 40'

January 24, 2017

Legend

- = Pavement Resurfacing
- = Cement Concrete Sidewalk/Multi-Use Path
- = ADA Wheelchair Ramp
- = Rectangular Rapid Flashing Beacon (RRFB)
- = Grass/ Landscape Area
- = Driveway Reconstruction
- = Brick Buffer
- = Stamped Brick Crosswalk

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Town Center Improvements

Main Street (Route 68)
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Sheet 3 of 3