

Complete Streets Committee Project Plan

As of April 6, 2021

Project	Committee Leads (Alternate in Parentheses)	Project Description/Scope	Date Added to Project Plan	Estimated Completion Date	Next Planned Steps (for next CSC mtg)	Milestones / Accomplishments	Key Contacts
Desert Road Bridge	Doug Leland (Adam Bliss)	Participate in MDOT and related project meetings, inform and advise CSC.	Oct 1, 2019	2022-2023	Determine next steps with MDOT and communicate to CSC Committee	<ul style="list-style-type: none"> * Federal grant funding approved on September 4, 2019. * MDOT Design meeting held: CSC and ALC voted to locate multi-use path on north side and widened shoulder on south side of bridge at Maine DOT meeting. * MDOT cost-sharing meeting held October 6. * MDOT follow-up meeting scheduled for October 28. * Council approved 1/5/21 going to bond for \$634k (Desert & Mallett) * FAQ distributed to Town Council 1/28 * FAQ version 2 distributed to Town Council 2/11 * Bond passed 3/9 * Advertising date 9/21 titled "Merrill Road Bridge" #5720 (MDOT) * \$8,051,000 estimated cost 	
Mallett Drive Bridge	Doug Leland (Adam Bliss)	Participate in MDOT and related project meetings, inform and advise CSC.	Oct 1, 2019	2022-2023	Determine next steps with MDOT and communicate to CSC Committee	<ul style="list-style-type: none"> * Federal grant funding approved on September 4, 2019. * Signal Warrant Analysis completed * MDOT Design meeting held: CSC and ALC voted to locate multi-use path on north side and widened shoulder on south side of bridge at Maine DOT meeting. * MDOT cost-sharing meeting held October 6. * MDOT follow-up meeting scheduled for October 28. * Meeting with VHB Engineers to review Mallett Drive as part of PACTS as part of review to evaluate high crash locations (HCL) * Council approved 1/5/21 going to bond for \$634k (Desert & Mallett) * FAQ distributed to Town Council 1/28 * FAQ version 2 distributed to Town Council 2/11 * Bond passed 3/9 * Advertising date 9/21 titled "Approach Road Interchange Bridge" #5721 (MDOT) * \$7,218,000 estimated cost 	
Crosswalks	Sally Walsh	Develop crosswalk protocols and specific plan for Main St. between West St. and Mallett Dr. Build crosswalk competencies for committee to be leveraged in future projects.	Oct 1, 2019	TBD	Update committee on contacts made and materials gathered.	<ul style="list-style-type: none"> * Create plan of existing crosswalks on Main Street from Mallett Drive to West Street. Include mapping, locations, visibility, functionality, use, pros, cons, MDOT compliance, tactile warning plates, signage, and accessibility * Greg, Doug L and Sally met to discuss establishing contacts for this effort. 	Patrick Adams, Maine DOT BikePed Program Manager, (207) 624-3311 or at patrick.adams@maine.gov (reports to Steve Cole)
Bike Racks	Phil Wagner	Optimize bike rack usage and placement in the town	Oct 1, 2019	TBD	Update committee on contact made with Andy Spaulding and any materials gathered. Seek further guidance from committee on the scope of the effort.	<ol style="list-style-type: none"> 1. Budget for bike racks for FY 2020. 2. Create existing inventory of bike racks (condition, type, locations, use frequency). 3. Existing Inventory completed. 2 existing locations; two U-racks at Town Hall and 1 rack at Train Station. 	Andy Spaulding, Active Living Chair (207) 650-7889 andy.spaulding@wellvation.com
Public Peddlers and Food Trucks	Phil Wagner	Represents CSC in ongoing annual review and decision making regarding peddler carts and food trucks. Recommends and Manages changes/enhancements to Public Peddlers' Ordinances to ensure its ongoing currency	Jan 5, 2021	TBD	Seek further guidance from committee on the scope of the effort.	CSC approved adding to workplan on 1/5/21.	
Lower Main Street Beautification	Sally Walsh	Make recommendation to Town Council for welcoming and street calming road enhancements in the Lower Main Street area, in coordination with the LLBean reconstruction project	Jan 5, 2021	Jun 30, 2021	Update committee on progress to date	<ul style="list-style-type: none"> CSC approved adding to workplan on 1/5/21. Established connections to Freeport Visioning project Walkthrough (Sally, Greg, Doug) of LMS area to begin drafting questions and high level recommendations 	Tawni Whitney (twhitney@freeportmaine.com) Chip Gray (harraseeke@aol.com) / Mary Davis (maryhitt.davis@gmail.com)
Develop multi-use path solution for Yarmouth to Downtown	Liz McDonald	Through the Connect Freeport Committee, develop recommendations and submit proposed design for multi-use path	Mar 2, 2021	TBD	Begin to make determinations on scope, timing and prioritizations of the four multi-use path proposals	CSC approved adding to workplan on 3/2/21	
Develop multi-use path solution for Desert Road bridge to LLBean Distribution Center	Liz McDonald	Through the Connect Freeport Committee, develop recommendations and submit proposed design for multi-use path	Mar 2, 2021	TBD	Begin to make determinations on scope, timing and prioritizations of the four multi-use path proposals	CSC approved adding to workplan on 3/2/21	
Develop multi-use path solution for Mallett Drive bridge to US-1	Liz McDonald	Through the Connect Freeport Committee, develop recommendations and submit proposed design for multi-use path	Mar 2, 2021	TBD	Begin to make determinations on scope, timing and prioritizations of the four multi-use path proposals	CSC approved adding to workplan on 3/2/21	
Develop multi-use path solution for Mallett Drive bridge to Pine Tree Academy	Liz McDonald	Through the Connect Freeport Committee, develop recommendations and submit proposed design for multi-use path	Mar 2, 2021	TBD	Begin to make determinations on scope, timing and prioritizations of the four multi-use path proposals	CSC approved adding to workplan on 3/2/21	
Investigate the need for and possible repurposing of the taxi stand on Main Street	Phil Wagner	Recommend alternative use for Main Street taxi stand parking space, obtain necessary approvals and ordinance changes as needed	Mar 2, 2021	TBD	Establish target date and necessary steps to recommend and change use of the taxi stand area	CSC approved adding to workplan on 3/2/21	

Cells highlighted in yellow reflect changes made from the previous month's submission


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Project	Committee Leads (Alternate in Parentheses)	Project Description/Scope	Date Added to Project Plan	Next Planned Steps (for next CSC mtg)	Milestones / Accomplishments
Active Living Committee Liaison	Doug Leland	Support the committee as CSC representative	Dec 1, 2020	Define the scope and function of the role with respect to the two committees and prepare Active Living for sunset in 6/21	Added to the workplan 1/5/21
Maintain Complete Streets Policy	Doug Leland	Ensure CS Policy is updated as needed, and re-approved by the Town Council annually	Dec 1, 2020	Provide monthly updates to the Complete Streets committee as warranted	Added to the workplan 1/5/21
Quarterly Review of MDOT projects	Adam Bliss	Review changes to the MDOT project plan quarterly with the committee	April 6, 20201	Review April, July, October in 2021	

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Project	Reason Inactive	Committee Leads (Alternate in Parentheses)	Project Description/Scope	Date Added to Project Plan	Estimated Completion Date	Milestones / Accomplishments
Cousins River Bridge & Route 1 Multi-Purpose Path	Project Not Started	TBD	Participate in MDOT and related project meetings, inform and advise CSC.	Oct 1, 2019		Preliminary Design submitted to MDOT Project Manager.
Complete Streets Education and Communication	Greg Michaud		Develop program for community education regarding Complete Streets and CS related topics.	Oct 1, 2019	Jul-21	
Complete Streets Shared Documentation Repository	Greg Michaud		Develop comprehensive, shared documentation repository (Dropbox, GoogleDocs) for the Complete Streets Committee	Apr 6, 2021	May-21	
Coordination Map with Freeport Committees	Greg Michaud		Better understand, coordinate with and leverage other Freeport committees to complete mutual objectives	Apr 6, 2021	Aug-21	

As of April 6, 2021

Project	Committee Leads (Alternate in Parentheses)	Project Description/Scope	Date Added to Project Plan	Completion Date	Final Disposition	Attachments
Write and Submit Complete Streets Policy	Doug Leland	Develop Complete Street policy for Council review and approval.	10/01/19	12/05/20	Town Council approved the policy on Dec 1, 2020	
Addressing Resident Road Concerns	Chief Nourse (Greg Michaud)	Document a process flow for addressing residents' road issues and concerns	02/02/20	02/02/20	Final draft unanimously approved 2/2/2021	 Resident Street Issue Process Flow 2020.12.04.pptx

Change Date	Initiative	Type of Change	Committee Member Name	Comments
1/5/2021	Public Peddlers and Food Carts	New Initiative	Phil Wagner	
1/5/2021	Public Peddlers and Food Carts	Assigned	Phil Wagner	
1/5/2021	Bike Racks	Inactive to Active Status	Phil Wagner	
1/5/2021	Bike Racks	Assigned	Phil Wagner	
1/5/2021	Lower Main Street Beautification	New Initiative	Sally Walsh	
1/5/2021	Lower Main Street Beautification	Assigned	Sally Walsh	
1/5/2021	Active Living Committee Liaison	New Ongoing	Doug Leland	
1/5/2021	Active Living Committee Liaison	Assigned	Doug Leland	Responsibilities will change when Active Living Committee is sunsetted 6/21
1/5/2021	Maintain Complete Streets Policy	New Ongoing	Doug Leland	
1/5/2021	Maintain Complete Streets Policy	Assigned	Doug Leland	Will take on short term; to be transitioned
12/5/2020	Write and Submit Complete Streets Policy	Completed	Doug Leland	
2/2/2021	Document a process flow for road concerns	Completed	Greg Michaud	
3/2/2021	Multi-use Path - Mallett to US-1	New Initiative	Liz McDonald	in collaboration with Connect Freeport
3/2/2021	Multi-use Path - Mallett to Pine Tree	New Initiative	Liz McDonald	in collaboration with Connect Freeport
3/2/2021	Multi-use Path - Desert to LLBean Dist	New Initiative	Liz McDonald	in collaboration with Connect Freeport
3/2/2021	Multi-use Path - Yarmouth to downtown	New Initiative	Liz McDonald	in collaboration with Connect Freeport
3/2/2021	Taxi Stand Repurpose	New Initiative	Phil Wagner	
3/2/2021	Multi-use Path - Mallett to US-1	Assigned	Liz McDonald	
3/2/2021	Multi-use Path - Mallett to Pine Tree	Assigned	Liz McDonald	
3/2/2021	Multi-use Path - Desert to LLBean Dist	Assigned	Liz McDonald	
3/2/2021	Multi-use Path - Yarmouth to downtown	Assigned	Liz McDonald	
3/2/2021	Taxi Stand Repurpose	Assigned	Phil Wagner	

Committee Members as of April 6, 2021

Committee Member	Address	Contact	Term Expiration	Role	Former Member	
Greg Michaud	106 Tenpenny Street	mishes@comcast.net	(207) 522-0453	Sep-21	Chair	
Doug Leland	29 Cushing Briggs Road	doug@dougleland.com	(207) 522-7620	Sep-23	Vice Chair	
Doug Reighley	2 Harbor Ridge Road	dreighley@freeportmaine.com		Appointed Annually	Town Council Liaison	
Adam Bliss		abliss@freeportmaine.com	(207) 865-4743 x106	Indefinite	Staff Lead and Town Engineer	
Nate Goodman	16 Main Street	ngoodman@freeportmaine.com		Indefinite*	Acting Police Chief	Sue Nourse
Andrew (Andy) Seymour	Casco Street	aseymour@llbean.com	(207) 671-6502	Indefinite*	LL Bean Representative	Dave Lockman
Sarah (Sally) Walsh	24 Lanes Island Way	swalshcnp@gmail.com	(617) 633-0295	Sep-22	Member	Geralyn Campanelli
Phil Wagner	8 Dennison Avenue	phil@pwags.org	(207) 653-7852	Sep-23	Member	Chester Goggins
Liz McDonald	130 Dune Drive	emac31810@gmail.com	(858) 204-7128	Sep-23	Member	Jerry Antl
Barbara Guffin	70 South Street	biguffin@gmail.com	(207) 233-3050	Sep-23	Member	Jamel Torres

*Terms for Police Chief & LL Bean Representative are indefinite as per Admin Code Sec. 614

Previous Committee Members

Susan Nourse	16 Main Street			Indefinite	Police Chief
Jerry Antl	49 Bailey Farm Road	865-6716		Sep-23	
Jamel Torres	8 South Street #2			Sep-23	
Geralyn Campanelli	201 Grant Road	205-4598		Sep-20	
Chester Goggins	5 Whispering Pines	865-1514		Sep-21	
Dave Lockman	Casco Street				LL Bean Representative
Catrina Milliman	19 Holbrook Street #14				

