

Complete Streets Committee Project Plan

Created: 9/12/2019
Revised: 10/28/2020

As of December 13, 2022

ACTIVE PROJECTS

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
Desert Road Bridge	Barbara Guffin (Adam Bliss)	Participate in MDOT and related project meetings, inform and advise CSC.	Oct 1, 2019	2022-2023	Update Committee as needed	<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 * Active Living/Complete Streets morning traffic review 5/8 * MDOT reviewed revised bridge design w/Bridge Committee 5/11 * Bridge design review meeting with MDOT 6/1 * In Communications mode only, given most decisions have been made on the project 10/13/21
Mallett Drive Bridge	Barbara Guffin (Adam Bliss)	Participate in MDOT and related project meetings, inform and advise CSC.	Oct 1, 2019	2022-2023	Update Committee as needed	<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 * Active Living/Complete Streets morning traffic review 5/8 * MDOT reviewed revised bridge design w/Bridge Committee 5/11 * Bridge design review meeting with MDOT 6/1 * In Communications mode only, given most decisions have been made on the project 10/13/21

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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 in October	<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 * 4/6 Met with Adam Bliss to address road questions and seek guidance on next steps * 9/22 due to other priorities on the workplan, this project has been delayed. Sally and Adam Bliss met to discuss next steps and update the committee in October
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	Update Committee as needed	CSC approved adding to workplan on 3/2/21 #3 on Connect Freeport Workplan
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	Update Committee as needed	CSC approved adding to workplan on 3/2/21 #1 on Connect Freeport workplan Completed multi-use path application submission to MDOT due 7/15/21, awaiting response from MDOT
Coordination Map with Freeport Committees	Greg Michaud	Better understand, coordinate with and leverage other Freeport committees to complete mutual objectives	April 6, 2021	August 1, 2021		CSC approved adding to workplan on 4/6/2021
Lower Main Street Railroad Crossing Bridge	Barbara Guffin (Adam Bliss)	Follow MDOT's plan for bridge improvements, optimizing safety and aligning with Complete Street objectives	April 6, 2021	2022-2023	Meeting with MDOT to discuss initializing the project	CSC approved adding to workplan on 4/6/2021 2025-26 is the estimated time for work to begin

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


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ONGOING PROJECTS

Project	Committee Leads (Alternate in Parentheses)	Project Description/Scope	Date Added to Project Plan	Next Planned Steps (for next CSC mtg)	Milestones / Accomplishments
Maintain Complete Streets Policy	Greg Michaud	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	Apr 6, 2021	Review April, July, October in 2021	
Crosswalks	Sally Walsh	Develop crosswalk protocols and develop expertise within the committee on crosswalk knowledge for future projects	Oct 1, 2019	January and July 2021	* Jan 2021 - Greg, Doug L and Sally met to discuss establishing contacts for this effort.
Committee Chair Elections	Chair	Annual elections of chair and co-chair for the CSC	Oct 12, 2021	November	Elections are held every November
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	Update Committee as needed

As of December 13, 2022

COMPLETED PROJECTS

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	
Develop process for 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	
Complete Streets Shared Documentation Repository	Greg Michaud	Develop comprehensive, shared documentation repository (Dropbox, GoogleDocs) for the Complete Streets Committee	04/06/21	05/04/21	Repository structure completed and distributed to CSC members 5/4/2021. Documents stored in Google Drive for committee members to share.	https://drive.google.com/drive/u/1/folders/1Y9lX-bqB1o7wWxOiz666ZlOwt1TztyX
Active Living Committee Liaison	Doug Leland	Support the committee as CSC representative	12/01/20	06/30/21	Added to the workplan 1/5/21 Active Living was sunsetted June 2021. This project is no longer required.	
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	03/02/21	10/05/21		CSC approved adding to workplan on 3/2/21 Committee reviewed and approved proposal to eliminate taxi stand and move ADA space 6/1/21 Phil presented to Council who approved moving forward with the proposal
Complete Streets Education and Communication	Greg Michaud	Develop program for community education regarding Complete Streets and CS related topics.	April 6, 2021	October 13, 2021	https://www.freeportmaine.com/complete-streets-committee	CSC approved adding to workplan on 4/6/2021 CSC approved the web site design on 7/12/2021 Web site in production on 10/12/2021