

## MEMORANDUM

TO: The Board of Selectmen  
FROM: Bruce Stamski and Frank Widmayer  
DATE: January 8, 2007  
RE: Sidewalk Construction Planning Process

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You have asked staff to delineate the underlying rationale behind the "Sidewalk Construction Priority List".

In general, the need for new sidewalks far outstrips the Town's manpower and financial resources. Consequently, staff rations the needs of the community according to the following which is presented in priority order:

1) **Phase 1 -- Safety and Connectivity Analysis**

- a) Safety
  - i) Classification (Arterial, Collector or Local)
  - ii) Traffic Type
  - iii) Speed
  - iv) Pavement Width
  - v) Separation between vehicles and pedestrians
- b) School Walking Routes
- c) Number of People Served by the Sidewalk
  - i) Direct Abutters
  - ii) Adjacent Population Areas
- d) Connection between Points of Interest
  - i) Village Centers
  - ii) Commuter Lot
  - iii) NARA
  - iv) Etc.
- e) Availability of Alternate Routes with Sidewalks
  - i) This item acts as a negative in our scoring scheme
- f) Connection to other sidewalks.

2) Phase 2 -- Construction Viability

- a) Availability of Right of Way Width
  - i) Neighborhood Support of Sidewalk Easements
  - ii) Necessity of Hostile Land Takings
  
- b) Staff Availability
  - i) The Highway Department currently has a construction crew of 8 persons
    - (1) Responsible for:
      - (a) All road and sidewalk maintenance
      - (b) All reconstruction and new construction
        - (i) Roadways
        - (ii) Sidewalks
        - (iii) Drainage
        - (iv) Small Bridge Repair
        - (v) Small Construction Projects
          - 1. NARA
          - 2. Arboretum
          - 3. Municipal Properties
            - a. Parking lots
            - b. Sidewalks
            - c. Septic Systems
            - d. Small Building Projects
              - i. The Recycling Area
            - e. Etc.
    - ii) Use of Outside Contractors
    - iii) Police Availability for Mitigating Traffic Congestion and Providing a Safe Work Area
      - (1) Use of Flag persons -- where applicable
      - (2) Road Closure -- where applicable
      - (3) Use of Police Officers -- where applicable
        - (a) Contractual Provisions apply regarding the use of out-of-town officers
  
  - c) Cost of Construction
    - i) Materials
    - ii) Retaining Walls
    - iii) Ledge Removal
    - iv) Preservation of Wetland Areas and their Inhabitants
    - v) Guardrail Needs
    - vi) Curbing Type
    - vii) Landscaping Needs and Creation of Roadway Buffer Zones

**3) Phase 3 – Policy Direction**

- a) Preservation of Scenic Roadways
- b) Preservation of Community Character
- c) Master Planning
  - i) Census – Population Distribution
  - ii) Village Plans
  - iii) Open Space and Recreation Plans
  - iv) Traffic Studies
  - v) Streetscape/Sidewalk Design Guidelines
- d) Board of Selectmen and/or Planning Board Direction
- e) Availability of Funding

In summary, staff attempts to serve the largest population segment with the greatest safety need.