

Date: December 16, 2019

To: Mariano Goluboff, Chair, Select Board, Lisa Wong, Town Manager

From: Roger Wilson, Ben Keeler, member Traffic and Transportation Advisory Committee

Re: **Accepting & Matching the Solomon Foundation Grant of \$4,000**

TTAC unanimously recommend that the Select Board accept the gift \$4,000 offered by the Solomon and commit that expenditures of said funds will be approximately matched by in kind labor, use of town equipment and materials such as road paint to support a "Tri Community Greenway and Blueway Connections" project as described in the attached draft letter from the Solomon Foundation.

### **Background**

TTAC has advised the Select Board in the past that a long-term priority of Winchester's Traffic and Program Transportation should include actions to facilitate the choice of walking and bicycling as a mode of local travel and that there are opportunities for improved integration of the Greenway into our network of walking and bicycling routes.

A discussion with a member of TTAC and a representative of Solomon Foundation who had experienced both the promise and the problems of the Greenway on a personal tour led this grant. It is intended to function as a pilot demonstration of how limited resources judiciously applied with broad community participation can achieve significant results across multiple jurisdictions in the walking and biking portion of the Traffic and Transportation Program.

The multiple projects on the 2020 schedule are a concern not just for motorcar traffic and parking disruption but also thus the grant mentions provision for detours around or special accommodations through construction sites.

### **Administration and Execution of the Grant**

With the Town Engineers' experience as lead local representative to the State-run Greenway project and specific experience coordinating the development of the successful information signage we propose that administration of the project be under her control subject to approval by the Town Manager (and the School Committee if required).

We propose that the plan and budget for the project be developed by volunteers and that volunteers solicit help from additional organizations such as the Historical Societies of Winchester and Woburn and solicit additional contributions in kind or in funds. Three members of TTAC have already invested time in a preliminary review of current conditions and meetings with the Cultural District leadership and the Mystic River Watershed Association who are interested in contributing expertise to the plan and/or any content of information signage. No new technical or graphic design will be required, although graphic replication, alteration, and execution with additional content, using existing Greenway design, may be involved.

The volunteers should be tasked to propose simple, easy to implement improvements e.g. an arrow that points both ways rather than the current one way or small route confirmation signs

consisting of the Greenway logo to be affixed to existing poles. In fact part of improvement may simply involve removal of confusing, redundant or unnecessary signage. The largest possible expenditure may be a limited number of additional information signs using existing Greenway specifications. Budget permitting we expect the plan will also include two bike racks based on user behavior observed during the preliminary current conditions survey.

### **Steps and Timetable**

1. Acceptance of grant and receipt of funds by Select Board before December 30<sup>th</sup>
2. Identification of focus areas by volunteers in Early January: Probably:
  - a. Termination points at Shannon (Sandy) Beach & Horn Pond (DCR)
  - b. Wedgemere parking lot
  - c. Waterfield crossing
  - d. Main street crossing and Spillway and fish ladder viewing area
  - e. Mt. Vernon crossing
  - f. Skillings field and High School grounds
  - g. DPW area
  - h. Horn Pond dam area (Woburn)
3. Collection of inputs from various stakeholders and interested parties by volunteers in January and February
4. Proposed plan and purchasing budget by volunteers with assistance of Town Engineer March April
5. Approval by Engineer and Town Manger April
6. Work orders to DPW; Orders to vendors by Engineer/Town Manager April/May
7. Status report to Solomon by volunteers June
8. Completion TBD based on lead times but targeting June - August