

**Town of Needham
Mobility Planning & Coordination Committee
Minutes for Monday, September 9, 2024**

HYBRID

Charles River Room, Public Services Administration Building
500 Dedham Ave, Needham MA 02492

or

<https://us02web.zoom.us/j/89968969859>

+1 305 224 1968 US; +1 309 205 3325 US; +1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

ADOPTED OCTOBER 17, 2024

- 7:00 p.m. Call to Order:
A meeting of the Mobility Planning & Coordination Committee was convened by Tim Bulger, Chair. Those present in-person were Alex Clee, Tyler Gabrielski, James Goldstein, and Moe Handel. Duncan Allen, Carys Lustig, and Justin McCullen joined via Zoom. Paul Molta was not present. Guus Driessen was also present.
- 7:03 p.m. Approve Minutes from August 12, 2024:

Motion by Mr. McCullen to approve the meeting minutes from August 12, 2024.
Second: Mr. Allen. Unanimously approved 5-0.
- 7:04 p.m. Final Update on Transportation Master Plan Draft Scope with Travis Pollack, Sr. Transportation Planner, MAPC:

Mr. Pollack presented an update of his recent work on the Transportation Master Plan Draft, which included developing the Scope of Work. He outlined the major tasks of the policy plan and street design guide for the Town for future planning purposes:
1. Develop the guide purpose, goals, and policies
 2. Examine existing conditions and policies that the Town has
 3. Utilize this information to complete functional classification design elements
 4. Complete public engagement activities, working with the Town Select Board and public at large
 5. Complete deliverables:
 - a. Policy Guide that would live online and a GIS version that would be a living document
- Mr. Pollack added that the next steps are to develop a budget and timeline, which he estimated to be approximately 9 to 10 months. Discussion ensued regarding the specifics of budgeting. Committee members discussed the level of detail needed for functional classification design elements and whether it would be helpful to include examples of design elements in the Scope. The Committee also discussed whether

non-vehicle trails need to be identified for the consultant, whether the Scope includes municipal and state roads, and which trails are currently included in the Scope. Mr. Gabrielski clarified that the Scope of Work is asking for recommended treatments for existing infrastructure but not prescribing project locations and projects that are not existing already. Trails such as the Rail Trail are part of the pedestrian and biking component as part of the Transportation Guideline. The discussion highlighted that it is important to allow for flexibility in the Scope of Work and balancing that with adding detail to the Scope. Another important point of discussion was the use of GIS/interactive compatibility with the Scope of Work and how that could be utilized to enable this process.

7:58 p.m. Updates to Complete Streets Prioritization Plan:

Mr. Gabrielski provided an update on the Complete Street Prioritization Plan, notably that the accessible ramps have been completed in many of the locations. Mr. Gabrielski opened discussion for any items the Committee would like to target specifically. Mr. McCullen added it may be helpful for the Transportation Safety Committee to evaluate the list as well. The Committee also discussed the difference between the Complete Streets Prioritization Plan and the Capital Planning Priorities. Mr. Handel proposed the idea of developing a list of screening mechanism, for example by prioritizing elements such as safety, in order to classify various projects in different priority levels.

8:27 p.m. Updates on Downtown Redesign, Bottleneck Grant, and Other DPW Projects:

Mr. Gabrielski reported that DPW has finalized a scope for the first phase of the Downtown Redesign Contract with Environmental Partners. This initial phase will continue through the end of 2024 and will include survey work, traffic studies, development of the project brand and campaign, and the start of public outreach. This scope has been approved for Chapter 90 funding. The Town has also started to apply for a federal grant to fund the pilot phase of the project which is projected to occur next summer.

Regarding the bottleneck grant, the consultants proposed several signal improvements and clarifying turning movements and lane locations. This is in addition to upgraded technology at the signals to enhance detection. This is in the final plans and specifications will be implemented in early spring 2025. These signals are currently on timing rather than dynamic-actuated signals.

The project on Webster Street is entering its final phase this month. This involves milling the street surface and paving. All components, including raised crosswalks and permanent pavement markings, will be complete by the end of September.

Mr. Bulger asked a question regarding the Dedham Avenue project, specifically asking whether a no-turn-on-red was considered at the intersection of Dedham Avenue and Webster Street. Mr. Gabrielski responded that it was not considered

but could be. Mr. Bulger emphasized that adding a no-turn-on-red improves pedestrian safety. He also asked about the bicycle lane on Dedham Avenue and whether the use of flex posts has been considered in key areas. Mr. Gabrielski mentioned that they have often been knocked over into the roadway or destroyed. It will be important to consider these in the future and evaluate the various factors.

8:45 p.m. Appointment of Representative to the Downtown Working Group:

Mr. Bulger expressed his interest in holding this appointment.

Motion by Mr. McCullen to nominate Tim Bulger as the MPCC representative to the Downtown Working Group.
Second: Mr. Goldstein. Unanimously approved 5-0.

8:46 p.m. MBTA Communities Act Rezoning:

Committee members discussed the upcoming MBTA Communities Act and writing a letter of support for both proposals for the MBTA Zoning that will be presented to Town Meeting in October. Committee members agreed that their letter should focus on their evaluation from a transportation perspective. Committee members also agreed that the letter would be circulated among members before being distributed and that unanimity is important in this situation.

Motion by Mr. Handel that the MPCC write a letter of support with respect to both proposals.
Second: Mr. Goldstein. Approved 4-0-1, with Mr. McCullen abstaining due to his position on the Planning Board.

8:55 p.m. Rescheduling Future Meetings:

Mr. Gabrielski will disseminate a poll to determine the date of the October meeting.

8:58 p.m. Mr. McCullen noted that Guus Driessen, a member of the Transportation Safety Committee, was present at the meeting tonight and has been recommended to the Select Board to be the representative of the Transportation Safety Committee to the MPCC.

9:00 p.m. Adjourn:

Motion by Mr. McCullen that the Mobility Planning & Coordination Committee vote to adjourn the meeting of Monday, September 9, 2024.
Second: Mr. Handel. Unanimously approved 5-0.

The next Mobility Planning & Coordination Committee meeting is scheduled for October 2024, specific date TBD, at 7 p.m.