



PROJECT KICK-OFF AGENDA

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Date: 11/03/17

Project #: 2016-007A

Project Description: Main Street Streetscapes – Bridgton, ME

Meeting Location: Bridgton Town Office

Owner/Client: Town of Bridgton, ME

Prepared by: Colin Dinsmore, PE

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In Attendance:

- Bob Peabody – Town of Bridgton (Town Manager)
- Audrey Knight – Town of Bridgton (Community Development Director)
- Brent Bridges – Woodard & Curran (Sewer Design Team)
- Colin Dinsmore, Jeff Hyland, Jen Martel – HEB Team

Purpose of Meeting:

- Kick-off meeting and review of project details.

Discussion Items:

1. **Introductions**
2. **Project Goals**
 - A. Enhance Main Street in the downtown corridor with new amenities and more pleasing aesthetics.
 - B. Improve safety and functionality of corridor for bicycle and pedestrian traffic.
 - C. Provide an appealing streetscape and showcase the Town of Bridgton's new brand.
 - D. Minimize & mitigate stormwater impacts.
3. **Limits of Work**
 - A. Between the Monument Square intersection and Pondicherry Square intersection.
 - B. Coordination critical with Milone & MacBroom
4. **Project Status To-Date**
 - A. Review Phase 1 Design Efforts
 - B. Pre-Design: HEB Phase 001
 - I. Survey on-going. Anticipate completion and distribution early next week
 - II. Incorporate telephone infrastructure layout?
 - III. Need to review with Bridgton Water District
 - IV. Phase complete: 11/10/17
 - C. Schematic Design: HEB Phase 002
 - I. Began incorporating layout from Phase 1
 - II. Submit Draft Horizontal/Vertical Alignment
 - III. Submit Final Horizontal/Vertical Alignment
 - IV. Hold regular meetings with stakeholders
 - V. Public Outreach Plan (see attached)
 - a) Preliminary Public Meeting
 - VI. Development of Schematic Design Plans & Cost Estimate
 - b) Draft Preliminary Design Report (PDR)/Preliminary Plans
 - c) Final Preliminary Design Report (PDR)/Preliminary Plans
 - VII. Presentation to Town of Bridgton Board of Selectmen for approval to next phase
 - D. Final Design: HEB Phase 004
 - I. Develop final construction documents including bidding, contract & technical specifications.

- II. Formal Public Meeting
- III. Draft Plan Impacts (PIC) complete
- IV. Team meeting with Town staff and Maine DOT
- V. Final Plan Impacts (PIC) complete
- VI. Draft Plans, Specifications & Estimate (PS&E)
- VII. Draft Plans, Specifications & Estimate (PS&E)

5. Project Considerations

A. General Layout

- I. Horizontal: Follow existing MaineDOT alignment; fit based on existing monuments/RR spikes
 - i. Maine DOT Alignment Submittal
- II. Vertical: Match existing roadway grades.
 - i. Maine DOT Alignment Submittal
- III. Roadway design – lane widths; bump-outs; pavement/base reconstruction vs. overlay?
- IV. Sidewalk – surface material, patterns, ADA upgrades
- V. On-Street Parking – keep as many as possible; may lose a few
- VI. Curb cuts – match existing; reduce where possible
- VII. Easements – will need executed prior to construction; how to handle permanent easements & impacts

B. Utilities

- I. Drainage
 - i. Review existing drainage. Intent is to match existing.
 - ii. Corn Shop Brook / Reny's culvert.
 - iii. Utilize existing discharges/outfalls – to prevent additional environmental permitting.
- II. Sewer
 - i. Coordination critical with Woodard & Curran.
- III. Water
 - i. Coordinate with Bridgton Water District regarding any water upgrades.
- IV. Electrical, Communication, Data
 - i. Some utility pole relocation anticipated.

C. Streetscape

- I. Promote Town brand and identity
- II. Entice people to the downtown
- III. Universal accessibility
- IV. Traffic calming
- V. Green infrastructure
- VI. Lighting

D. Public Outreach Process

- I. Review Phase 1 outreach process
- II. Discuss Phase 2 outreach goals and outline process

E. Construction Budget

- I. Discuss budget information
- II. Discuss funding sources/opportunities

F. Design Schedule

- I. Complete for Town Meeting
- II. Discuss Maine DOT review schedule

Action Items & Due Dates:

- Distribute final survey (Early next week)
- Prepare Draft Horizontal/Vertical Alignment (± 2 weeks)
- Finalize Public Outreach Plan (± 1-2 weeks)

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