

# Martha's Vineyard Island Roads Committee

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## C/O MARTHA'S VINEYARD COMMISSION

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## Minutes of Meeting 10

Date: March 19, 2015, 5:00 p.m.

Location: MVC Offices, 33 New York Avenue, Oak Bluffs

Present:

*Committee* Linda Sibley (Chair, MVC), Trip Barnes (MVC), John Breckenridge (Oak Bluffs), Dan Greenbaum (Chilmark), Fred Hancock (MVC), Brian Smith (West Tisbury), Ernie Thomas (MVC), J Craig Whitaker (Tisbury)

*MVC Staff:* Mark London, Bill Venno, Priscilla Leclerc

*Consultants:* Joe Bucovetsky (McCormick Taylor), Jim Klein (Lardner-Klein) by teleconference

The meeting was chaired by Linda Sibley who opened the meeting at 5:05 p.m.

### **1. Committee Membership**

Linda welcomed two new committee members representing the MVC: Ernie Thomas and Harold Chapdelaine. Linda noted that Brian Smith is no longer an MVC Commissioner but has been appointed by the West Tisbury Board of Selectmen.

### **2. Scope of Work**

The main topic of the meeting is to comment on the draft Scope of Work prepared by McCormick Taylor and Lardner/Klein (appendix 1). The committee referred to a list of questions that had been prepared by Dan Greenbaum, Bill Venno, and Mark London (appendix 2).

- It was noted that the scope of work does not describe the process for carrying out the work in a lot of detail. This would be worked out as part of the RFP process and proposals from consultants, which should include the work schedule and timetable. The process could take one or two years, depending on how many meetings are involved and how long it takes to come to agreements on various items. Different firms bidding on the work might have different rates.
- It would be useful to clarify that the study would encompass all the main roads of the Island, and smaller roads leading to visitor destinations. It could also include a representative sample of minor roads. MVC staff should start identifying these roads.
- There was a discussion of the desirability of ranking the roads based on level of significance. All the roads on Martha's Vineyard are scenic to some extent and all should be as good as possible. Classifying roads is important in establishing management objectives. Classifying the roads would also be useful in prioritizing resources, such as deciding where it is the highest priority to underground utilities.
- There is a direct relation between the classification of the roads according to significance (not the functional classification) and the proposed management objectives, namely:
  - Preserve the most significant and intact roads as they are,

- 42 - Maintain somewhat significant roads allowing some careful change, or
- 43 - Enhance those roads which have lost most of their defining characteristics.
- 44 • The consultant should work on setting up a classification system, and then classify the roads.
- 45 There might be an advantage to use a pre-established classification system that has been
- 46 Though there are no roads that now have official designation of national significance, as we
- 47 move forward, there are some that might be eligible. The U.S. Forest Service and the Bureau
- 48 of Land Management have criteria for identifying the level of significance, such as intrinsic
- 49 scenic and historic value, integrity of defining characteristics, and visitor sensitivity.
- 50 • In developing guidelines, it would be desirable to look at best practices on and off the Island.
- 51 The consultants do not recommend a separate task of searching for best practices as this can
- 52 be very time-consuming and result in a lot of material of little use. They recommend a focused
- 53 identification of relevant best practices as part of the process of developing the guidelines.
- 54 Guidelines could be based on the MassDOT project design manual, which the consultants
- 55 believe is well done.
- 56 • Management guidelines would also reflect other factors such as location (town, transition,
- 57 rural), operational characteristics (volume, speed, etc.), abutting uses, and other defining
- 58 characteristics.
- 59 • There should be a task of identifying the character-defining features of each road.
- 60 • It would be desirable that much of the inventory work be done by MVC staff. This can be very
- 61 time-consuming and expensive if done by a consultant. This could represent 20 to 25% of the
- 62 work. The consultant could advise on this work (tasks 1 and 2) but not be responsible for
- 63 deliverables. The consultant is needed especially for strategic direction in the later phases.
- 64 • The MVC already has a lot of the inventory work done but additional work is needed on
- 65 roadside vegetation, barriers, buildings, lighting, delineation of town, transition, and rural
- 66 areas.
- 67 • Task 7 is for typical designs for typical types of road. Task 8 is to prepare conceptual designs
- 68 for specific locations, i.e. 15 or 20% designs showing the proposed layouts but not the
- 69 engineering designs. This would cost about those percentages of the project budget. These
- 70 concept designs could help in getting consensus and financing.
- 71 • There could be photos or artists renderings to illustrate each guideline and the integrated
- 72 concepts.
- 73 • The study process should involve as many participants as possible including planning boards,
- 74 DPWs, and MassDOT. The consultants said that it is important to have MassDOT involvement
- 75 from both the central and district offices.
- 76 • Craig said that he had sent information about the initiative to Senator Dan Wolf's office. They
- 77 wanted to know who authorized the effort and for a copy of the scope of work, which can be
- 78 sent when it is complete. They wanted to know how much the effort could cost.

79 It was agreed that MVC staff will work with the consultants to incorporate these comments in a  
80 revised draft to be discussed at the next meeting.

81 There is still an outstanding question as to whether or not the MVC should do a public Request for  
82 Proposals. Mark said it may fall in between two sets of Massachusetts procurement regulations  
83 requiring an RFP but, as director of a public agency, he would recommend using a transparent and

84 open bidding process before awarding a significant contract such as this. Fred said that it is up to the  
85 Commission to decide how to proceed.

86 **3. Working Groups**

87 It was agreed to ask each working group to identify what town boards or other entities are involved  
88 in their issue. For example, who is involved in cutting a shade tree?

89 **4. Future Meetings**

90 It was agreed that future meeting will be held on the second Thursday of each month. However, in  
91 April, it will be held on April 23 to give the consultants and staff time to revise the scope of work.