



# MaineDOT

## MaineDOT Bicycle and Pedestrian Program Funding

Date Application  
Received

(For MaineDOT Use  
Only)

### Application

**Note: Separate complete application(s) are required for each different project proposal**

#### Section 1: General Information

<b>Applicant Name(s):</b> Town of Readfield			
<b>Contact Person:</b> Eric Dyer			
<b>Mailing Address:</b> 8 Old Kents Hill Rd.			
<b>City:</b> Readfield	<b>State:</b> ME	<b>Zip:</b> 04355	<b>County:</b> Kennebec
<b>Daytime Phone:</b> 685-1818	<b>Alternate Phone:</b> 242-5437	<b>Email:</b> readfield.tmgr@roadrunner.com	

**NOTE:** Your responses on this application should provide detailed and specific project-related information. If warranted, pictures, maps, exhibits, diagrams, survey summaries, etc., should be included with the application. Please be concise. If additional space is required, please attach supplemental sheets and/or documents.

#### Section 2: Eligibility Criteria

The following questions reflect basic eligibility criteria for consideration under this program. The applicant certifies that they are in agreement and that answers to the following questions are correct.

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Applicant is an eligible entity to receive Transportation Alternatives (TA) funding and has the authority to enter into an agreement with the state. (Eligible entities include local governments, regional transportation authorities, transit agencies, natural resource or public land agencies, schools and school districts, tribal governments, local or regional governmental agencies with responsibility for oversight of transportation or recreational trails, and nonprofit entities responsible for the administration of local transportation safety programs.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Project application is complete and provides all of the required information. <ul style="list-style-type: none"><li>• Application adequately describes and justifies the need for the project</li><li>• Cost estimate is accurate, realistic, and has sufficient detail</li><li>• Application addresses Right of Way (ROW), Utilities, Environmental Permitting, Railroad, and/or Drainage Concerns</li></ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. The federal share for this proposed project is less than or equal to \$400,000.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Proposed project will be ready to be constructed within the next 3 years.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. The applicant certifies that it has secured the required matching funds for the project.

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. The applicant has committed to maintaining the proposed project's improvements (including winter maintenance) for the next 20 years.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. The project application funds an activity from a MaineDOT Priority area. <i>Though federal guidelines permit TA funding to be utilized for other activities, MaineDOT prioritizes the use of this funding to the following 3 areas:</i> a) <i>Safe Routes to School for non-drivers</i> b) <i>Pedestrian &amp; Bicycle Facilities</i> c) <i>Utilization of Transportation Corridors for BikePed Trails</i>

### Section 3: Project Overview

The following questions provide the reviewers with background information on the applicant community and its history with MaineDOT projects, as well as on the proposed project. This information may be used by the review committee as part of its final recommendations of what projects should be funded in a given year.

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Does the applicant community have a full-time qualified individual who has been certified to be a Local Project Administrator?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Is the applicant currently working on any other projects or initiatives that would compromise its ability to move this project forward at this time? (limited time, staffing, resources, funding, etc.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Will the funds requested in this application fund the entire project? (as opposed to partial funding of the anticipated need or funding only a phase of a larger project)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Project has sufficient length and scope to be a cost-effective and viable participant in MaineDOT's Bicycle and Pedestrian Program?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Is the applicant willing to contribute more than the required 20% match to help ensure that the project is funded?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Is the applicant community located within the capital area of one of Maine's four Metropolitan Planning Organizations?
2,598		7. Applicant's current population based upon the most recent census data.
6	Years Ago	8. When was the last time the applicant received funding under the <i>Safe Routes to School</i> , <i>Transportation Enhancements</i> , <i>Quality Community</i> , or <i>Transportation Alternatives</i> Programs? A "0" indicates that funding has never been received.

**Applicant Certification:** The applicant certifies that they have been authorized by the community to submit this application, that the community agrees to all the program requirements, and that all of the information provided is an accurate representation from the community.

**Applicant's Signature:** 

**Date:** August 15, 2017

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## Section 4: Project Information

### 4-A. Summary of the Proposed Improvements (*Outline proposed improvements in 40 words or less*):

This project will construct a sidewalk along Church Road, connecting our existing sidewalk and main street to our Fairgrounds recreational area (which includes a ballfield, open space, and extensive handicap accessible trails) and “close the loop” to our village area.

### 4-B. Location of Project: Provide street name(s), beginning and ending location(s), and additional relevant project location information. *Attach designs/ diagrams, maps, etc. that will help provide a clear description of the proposed scope and location. If possible, divide proposed project into logical sections if the project can potentially be funded or proceed in steps or phases:*

The proposed sidewalk will begin at the intersection of Rt. 17 and Church Road in Readfield and run along either the East or West side of Church Road for  $\pm 1,710$  feet, ending at the Readfield Fairgrounds recreational area. The project area extends from Readfield Corner to the Readfield Corner Cemetery, and is appropriately described as a village as it includes the cemetery, Fairgrounds, our main store, post office, library, restaurant, and other businesses as well as residential development. The larger project area also includes our area school and Town Office.

### 4-C. Can the applicant community manage this project and why? Include information on individuals who are LPA (Local Project Administration) Certified, projects administered in the past, and the relevant qualifications of municipal employees to be involved in the project (i.e. ROW Training, Project Management Experience, Professional Engineering License Information).

The Town of Readfield participated in the Safe Routes to School Program in the recent past (2011) to complete over a mile of sidewalk in the project area, along Rt. 17 and Millard Harrison Drive. Our Finance Officer and Town Clerk were involved with this project in support roles and continue to be employed by the Town. Readfield has a new Town Manager who will be the manager for this project. He has several years of management experience and renewed his LPA Certification in 2017 with the most recent round of training. He has a Master's Degree in Urban and Regional Planning and extensive infrastructure and grant-funded project management experience including (but not limited to):

- Managing a \$303,400 FTA funded project (passed through Maine DOT) to improve handicap accessibility at a mainland waterfront property owned by the Town of Cranberry Isles, ME and rebuild barge landing ramps on two separate islands
- Managing multiple pier and gangway repairs funded through MaineDOT SHIP Grants
- Managing road projects ranging from tens to hundreds of thousands of dollars, including several projects on Maine islands
- Expending and reporting on \$90,000 in CDBG funds used to help develop a food Co-op

### 4-D. Specifically identify the proposed scope of the improvements (i.e. 1,000 linear feet of concrete sidewalk that is 5 feet wide, 50 linear feet of granite curbing, etc.):

- a)  $\pm 1,710$  linear feet of 5' wide asphalt sidewalk, including all associated curbing (likely asphalt, and likely the full length) and associated drainage (the extent of which is unknown at this time).
- b) Depending on the final alignment of the project, one crosswalk and associated signage may be required.

- 4-E. Provide a brief overview of the project's transportation value(s) and purpose(s):** *Each project should serve primarily transportation purposes, as opposed to recreation purposes. A project serves valid transportation purposes if it serves as a connection between origins and destinations, increases safety, and/or relates directly to the transportation system.*

The primary transportation value and purpose of this project is to improve the safety of pedestrians and cyclists traveling from Readfield Corner (where we have an existing sidewalk and village) to the Fairgrounds (where we have a number of amenities and a trail network) and vice versa. Of particular concern is the use of Church Road by children to reach the ballfield at the Fairgrounds, as well as the school beyond. The same corridor is also used by cyclists, runners, and walkers to reach the Fairgrounds from the village.

A secondary purpose of this project is to expand and further connect the existing system of trails and sidewalks to encourage a more accessible and complete flow of users. The Church Rd. corridor is used year-round, quite heavily in the summer months, and can be seen as a "missing link" in our existing transportation system.

- 4-F. Describe the specific timeline for design and/or construction of proposed project:**  
The timeline will follow the requirements of project funding. Some preliminary design work was completed in 2004 with the Town's "Readfield Corner Revitalization Study".

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## Section 5: Detailed Information

- 5-A. Provide a detailed description of how this proposed project will impact your local and surrounding communities.**

Please be sure to address each of the following:

- Local support for the project including completed outreach activities
- Projected usage and specific benefits to local and surrounding communities
- How the project improves access to education and employment opportunities

Completion of this project will bring greater connectivity, safety, accessibility, and diversity of transportation options to all users of the Church Road corridor, Readfield Corner village, and Fairgrounds facility. These areas are used extensively by residents of Readfield as well as surrounding communities. Historically, a walking path existed on one or both sides of Church Road, as shown in the attached historical photographs. This project will bring back and enhance that pedestrian friendly connectivity that appears to have been lost with the widening and paving of Church Road. The village still exists and thrives, but many new amenities and destinations draw users from the village area (and beyond) up to and through the Fairgrounds facility.

Past outreach efforts involving this particular piece of transportation and community development have included work as broad as our town's Comprehensive Plan and as specific as the Readfield Corner Revitalization Study (included as an attachment). These planning documents are of course related. Discussion and consideration of a sidewalk on Church Road also took place during has part of the Safe Routes to School project that was completed in 2011. Readfield has an extensive track record of planning for and implementing transportation improvements in these areas. More recent outreach include a community meeting with residents of Church Road to discuss traffic safety, speed, and other issues related to the roadway, repeated discussion at Select Board and Budget Committee meetings, and a Town Meeting vote to authorize the investigation of this funding opportunity and appropriation of matching funds.

The completed project will directly connect over twenty properties to the Fairgrounds facility and to our existing sidewalk and village area. While these properties are primarily residential they also include a small private school, commercial buildings, and our historic Union Meeting House. As noted earlier, the larger project area also includes our area high school and middle school, which would see increased access as a result of project completion.

**5-B. Describe how the proposed project will increase mobility and accessibility within the community, especially for children, older adults, vulnerable populations, and those with disabilities.**

The completed project will connect the Readfield Corner village and existing sidewalk to the Fairgrounds. Given the recreational nature of the Fairgrounds, including the ballfield and handicap accessible trail system, this project will directly and significantly increase mobility and accessibility for all user groups but particularly so for the young and old. Anecdotally, children will be able to safely walk from the ballfield to the store after a game and students at the Maple Tree Community School (located near the Union Meeting House) will be able to access the trails and ballfield from their location on Church Road that does not include these amenities. Older population and those with limited mobility using the existing sidewalk and handicap accessible trail system will be able to make a complete loop from the Fairgrounds facility.

**5-C. If this project closes an existing gap within your local network, please describe the existing conditions as well as how this proposed project improves the local system.**

The proposed project will close a sizable gap in the existing transportation system. It will connect two heavily used destinations, Readfield Corner and the Fairgrounds, and close the loop that connects our existing sidewalk, trails, and multiple destinations. The attached map clearly shows how the proposed alignment makes a valuable new connection and improves the existing network by making it both safer and more functional.

**5-D. Please describe any known safety concerns or issues existing within the project scope area. Provide a detailed outline of how this proposed project improves conditions and/or addresses safety concerns.**

Residents, visitors, and individuals from every user group have expressed concern about the lack of a sidewalk or even a suitable shoulder on Church Road. This is true in general but most notably for the section of road between the Fairgrounds and Route 17. The speed of traffic, lack of an adequate shoulder, and lack of grade separation are the three primary complaints. The speed of the road drops as you enter the village area before the Readfield Corner Cemetery, but the road is straight and many vehicles (anecdotally) fail to slow significantly until just before the intersection between Church Road and Rt. 17. Ditching exists for most of the length of the project area but is most extensive and pronounced on the Westerly side of the road, greatly narrowing the available walking surface between the pavement and ditch. In many places you cannot leave the pavement without ending up in a ditch.

A grade separated sidewalk will directly address two of the primary safety issues by creating a physical barrier and providing a wide and even travel surface for pedestrians and cyclists. The presence of a sidewalk may also provide a visual cue to motorists to slow down to an appropriate speed.

Depending on the final alignment of the project, a crosswalk at the Fairgrounds will allow for safe passage across Church Road. A crosswalk currently exists on the Southern end of Church Road, at the intersection with Rt. 17.

**5-E. Is this project located within 2 miles of a primary or middle school (Grades K – 8)? If yes, please elaborate on how this proposed project improves or creates a “Safe Route to School.”**

This farthest extent of the proposed project is within one mile of the Maranacook regional middle school, and the Fairgrounds facility abuts this school property. The private Maple Tree Community School, serving grades K-8, is located on the proposed alignment along Church Road. While these two schools vary greatly in their size they will both benefit from increased safety, connectivity to the village center, increased transportation options, and linkage to an existing sidewalk completed through the Safe Routes to School program. The Maple Tree Community School will certainly benefit because it is disconnected from the Fairgrounds facility without traveling along Church Road.

**5-F. Please identify all the physical or social challenges and obstacles that the proposed project will face as it moves toward completion. Be sure to consider impacts such as, but not limited to, the following:**

- |                            |                                 |                                       |
|----------------------------|---------------------------------|---------------------------------------|
| • right of way             | • handicapped                   | • community resistance                |
| • utilities                | • accessibility                 | • construction window                 |
| • environmental permitting | • elevation changes and sloping | • impacts to historic areas           |
| • drainage                 | • high project cost             | • local administration of the project |
| • railroads                | • public process                |                                       |

**For each challenge and obstacle identified, elaborate on how the town will address and resolve these concerns.**

• right of way - The town of Readfield has documented the Right of Way for Church Road at four rods, which equals 66', or (approximately) 33' from the centerline of the road. While the paved section of the road may not fall perfectly on center, many buildings and stone walls indicate that the location of the road is fairly true to its original alignment. The road is quite straight in the project area. The paved road surface is less than 22' at its widest, or 11' from center to the road edge. While more research is need to fully document the ROW, there is approximately 22' of ROW on each side of the paved surface to complete work in. These factors minimize the risk of work being performed outside of the ROW or the need for

• utilities - Electrical and other utilities run along the West side of Church Road. Depending on the alignment of the sidewalk, these utilities may need to be relocated to the East side of the street. Coordination with utility companies will be required, including with the Readfield Corner Water District which has underground pipe in the area.

• environmental permitting - Much of Church Road consists of well-maintained lawns. While there is some drainage in the area there are no prominent wetlands. The area has been developed for some time, and lots not used for residential purposes have been used for agriculture. Careful review and appropriate permitting is required but significant or burdensome requirements are not anticipated.

• drainage - Drainage is a consideration with this project. There are two identified small diameter cross culverts on the relevant section of Church Road, and extensive ditching exists on the Westerly side of the road. The ditching does not carry large flows but it may need to be relocated beside or under the sidewalk if a Westerly alignment is chosen for construction. Ditching on the East side of Church Road is minimal, and the road is elevated above most properties on this side.

• railroads - No railroads are affected of involve with this project

- handicapped accessibility - Our current sidewalk is handicap accessible, as are our in-town trails. Accessibility for the proposed section of sidewalk that will connect these features will be ensured through the design process. The slight grade changes of the road should favor easy access.
- elevation changes and sloping - As noted above, the elevation and sloping of the road section are slight. They are noticeable but easily navigated by children, bicycles, and strollers. Any abrupt changes in the existing grade and slope may be mitigated through moderated changes in the grade and slope of the proposed sidewalk.
- high project cost - In the event that the project cost exceeds the anticipated amount, the Town will need to hold a Town Meeting to determine if additional funds are to be raised or appropriated, if the project scope is to be modified, or if the project is to continue. Better information will be available following preliminary design and engineering work.
- public process - The public process has been underway for over a decade, as evidenced through past planning efforts and public discourse on the subject. Moving forward the public process will be accelerated and focused to educate and receive feedback from residents and users of the Church Road corridor, Fairgrounds, and Readfield Corner Village. While broad community input will be solicited through open public meetings and outreach efforts, a premium will be placed on hearing from those directly affected by the proposed project. A “neighborhood meeting” will be held for this group, and they will receive direct communication whenever possible. The Town website will include relevant project information and updates.
- community resistance - Some community resistance is known from residents on Church Road concerned about impacts to their property. Many neighbors on Church Road have expressed support for the project however. It will be important to hear concerns and criticism and balance any negative impacts against the positive. Every reasonable effort should be made to remove or minimize negative impacts, for example from the crossing of driveways, placement of snow from winter maintenance, or drainage. Some residents object to the cost of project construction and long-term maintenance. However, a majority of voting residents support the project in principle and voted in June of 2017 to authorize the appropriation of matching funds and pursuit of this funding opportunity. Once a more complete project cost and scope are known the voters will again be asked to confirm their support for moving the project forward.
- construction window - the project will likely involve more up-front design work than other projects because we will need to decide between two possible alignments. This is a known consideration and a priority of early planning and design will be to cost out and select a preferred alignment. Other factors affecting the construction window should not be limiting.
- impacts to historic areas - Many properties in the area are historic, including the Readfield Union Meeting House which is on the National Register of Historic Places. As noted earlier however, there is a wide ROW and all buildings are well outside this limit. Further, Church Road has historically had walking paths up both sides of the road. We will need to work collaboratively with the UMH to ensure any requisite construction criteria are met.
- local administration of the project - The project will be administered by Town Manager Eric Dyer, with the support of other town staff, the select board, and multiple interested committees. These include the Road Committee, Conservation Commission, and Trails Committee. Town committees are a valuable and knowledgeable resource in Readfield. They also provide additional means of communicating with the public.

- 5-G. Please describe any MaineDOT BikePed Projects that are currently in the queue and yet to be delivered. Provide additional details on that project's status, delivery timeline and elaborate on any delays experienced or expected.

N/A

- 5-H. Please identify and describe any previous MaineDOT BikePed Projects in the community that have been cancelled without being completed. Include information on the challenges faced and why the project was cancelled.

N/A

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## Section 6: Estimated Project Budget Summary

Please enter whole dollar amounts.

6-A.	Design/Engineering/Permitting (12% of Construction or \$10,000 - whichever is greater):	\$15,000
6-B.	State and Federal Review(s) (5% of Design/Engineering or \$5,000 - whichever is greater)	\$5,000
6-C.	Right of Way (\$2,500 per landowner or parcel of land that abuts the proposed project)	\$50,000
6-D.	Construction	\$125,000
6-E.	Construction Oversight/Engineering (10% of Construction or \$10,000 - whichever is greater):	\$12,500
6-F.	Contingency (10% of Construction or \$10,000 - whichever is greater):	\$12,500
6-G.	TOTAL ESTIMATED COST OF THE PROPOSED PROJECT	\$220,000

- 6-H. Non-Federal Match: Under this program, there is a minimum non-federal match of 20%. However, applicants may choose to contribute more than the minimum amount required as a demonstration of the local commitment to the importance of this proposed project. (Note: Bonus consideration may be given to applications that offer additional match beyond any applicable required local match.)

<b>Total Estimated Cost of the Proposed Project from line 6-G.</b>	<b>\$220,000</b>
<b>Estimated cost overage provided by applicant (Since \$500,000 is the maximum project size that can be cost-shared, the applicant would need to fund all costs over \$500,000)</b>	<b>\$0</b>
<b>Minimum required non-federal match for this project at 20% of project cost up to \$500,000</b>	<b>\$44,000</b>
<b>Actual non-federal match and cost overage committed by the applicant (may include local funding, grants awarded, contributions, etc.)</b>	<b>\$45,000</b>
<b>Funds requested from MaineDOT (\$400,000 max)</b>	<b>\$176,000</b>

**Please Note:** The total of the funds requested from MaineDOT plus the actual non-federal match and cost overage committed by the applicant must equal the total estimated cost of the proposed project identified on line 6-G.

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## **Section 7: Preliminary Estimate Project Budget Detail**

**If available, please attach a preliminary detailed line item estimated budget for all items identified in Section 6-D. (Explain how you came up with your total construction cost.)**

We are basing our construction estimate on our past Safe Routes to School sidewalk project costs, in consideration of differences with the proposed location of the current project, and on information gathered from discussion with Maine DOT Staff. A detailed preliminary budget has not been created because the scope of this project varies depending on the side of the road the sidewalk is constructed on as well as other factors. Construction costs for the 2011 Safe Routes to School project totaled approximately \$564,000 for 1.25 miles of sidewalk, or about \$85 per linear foot. Adding 3% inflation through 2019 yields a per foot cost of approximately \$108. This project was more complex in many ways than what is being proposed for Church Road, and so our rough estimate of \$129 per linear foot seems appropriate given contingency requirements, though less than the “worst case” number of \$150 per linear foot that has been suggested.

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## **Section 8: Authorized Signatures**

These signatures indicate the willingness/ability to provide the designated level of matching funds and a willingness to enter into a municipal/State agreement with the Department requiring the municipality/applicant/sponsor to administer the development, design, and construction of the project abiding to federal, State, and local requirements. The applicant will also be responsible for future maintenance (including snow removal) of the completed project for the 20-year life cycle. Note that design should meet all applicable federal and State Standards as well as all ADA Guidelines.

A municipal/state agreement with the Maine Department of Transportation is required for the development, design, and construction of the project in accordance with federal, state, and local requirements.

Note: Information on Locally Administered Project (LAP) requirements can be found at:

<http://www.maine.gov/mdot/lpa/>

*An authorized representative of the city/town*

**Municipal Official:**

**Name(s):** Eric Dyer

**Title:** Town Manager

**Phone#:** 207-685-1818

**Email:** readfield.tmgr@roadrunner.com



\_\_\_\_\_  
**Signature(s)**

\_\_\_\_\_  
**Date** 8/15/2017

**Local Project Municipal Contact (likely to be the Local Project Administrator)**

**Name:** Eric Dyer

**Title:** Town Manager

**Phone#:** 207-685-1818

**Email:** readfield.tmgr@roadrunner.com

Submit an electronic version of your application via email to [patrick.adams@maine.gov](mailto:patrick.adams@maine.gov). Please also provide a hard-copy of your completed application with original signatures in **blue ink** to the following:

**Patrick Adams, Bicycle and Pedestrian Programs manager**  
**MaineDOT Bureau of Transportation Systems Planning**  
**16 State House Station**  
**24 Child Street**  
**Augusta, ME 04333-0016**  
**(207) 624-3311**