

## **Salisbury Pathways Committee**

### *Sixteenth Meeting*

Date and Time: Monday, January 11, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, Downstairs Meeting Room, first floor.

Present: Natalia Smirnova, Chris Williams, Pat Hackett.

### **Minutes:**

5:31 p.m. – call to order.

1. Approval of the minutes for December 14, 2015:

Minutes approves as written.

2. Right of Way – Pat reviews the map and reports if there is enough space on both sides of rt. 44.

Pat presented the map of the segment of Rt 41/44 from Lincoln City Road to Brook Street. After studying the topography of the side opposite to the side with existing sidewalk, he concluded that there is enough space for the right of way on that side. Also the cross-section is better (there is less slope). So the sidewalk construction on that side is feasible. However, it will require additional 700 feet of the side-walk compared to the other side. On the other side the sidewalk already exists from Lincoln Carty Road to Meadow Street.

3. Infrastructure Investment Act – Peggy;

Peggy was not present at the meeting, but she sent us the materials from the State regarding the Main Street Investment Fund (MSIF), which is administered by the Department of Housing. The documents are:

- a) Sections 78+79 of PA11-1 and 4-66g of CT General Statutes
- b) MSIF fact sheet
- c) MSIF FAQ's
- d) MSIF application from 2014 -- which gives us what we will need to present when we ask for \$\$.

After taking a brief look at the materials, we understand that there is a potential to utilize this fund for our project. The decision was made to study these documents further and ask Peggy to present more detailed information to us at the next meeting. The documents are attached to these minutes.

4. Report from John Mongue and the Fire Commission — Kitty Kiefer;

Kitty was not at the meeting, but she sent an e-mail saying that she met with John and it appears that everyone is on the same page for wanting to get the Fire House up to code to receive people during emergencies.

“Had a good conversation with John Mongue ... Yes, everyone seems ready, willing, eager to get the warehouse up to speed.” -- Kitty Kiefer e-mail to the Committee from Sat 1/9/2016 9:24 PM.

5. Citizens Comments:

No comments were made

6. New Business:

Chris reported that he is in communication with the DOT District 4 people to find out what they plan for the pipe and culvert near Meadow Street. Nothing is definite yet.

Next meeting is February 29.

Agenda:

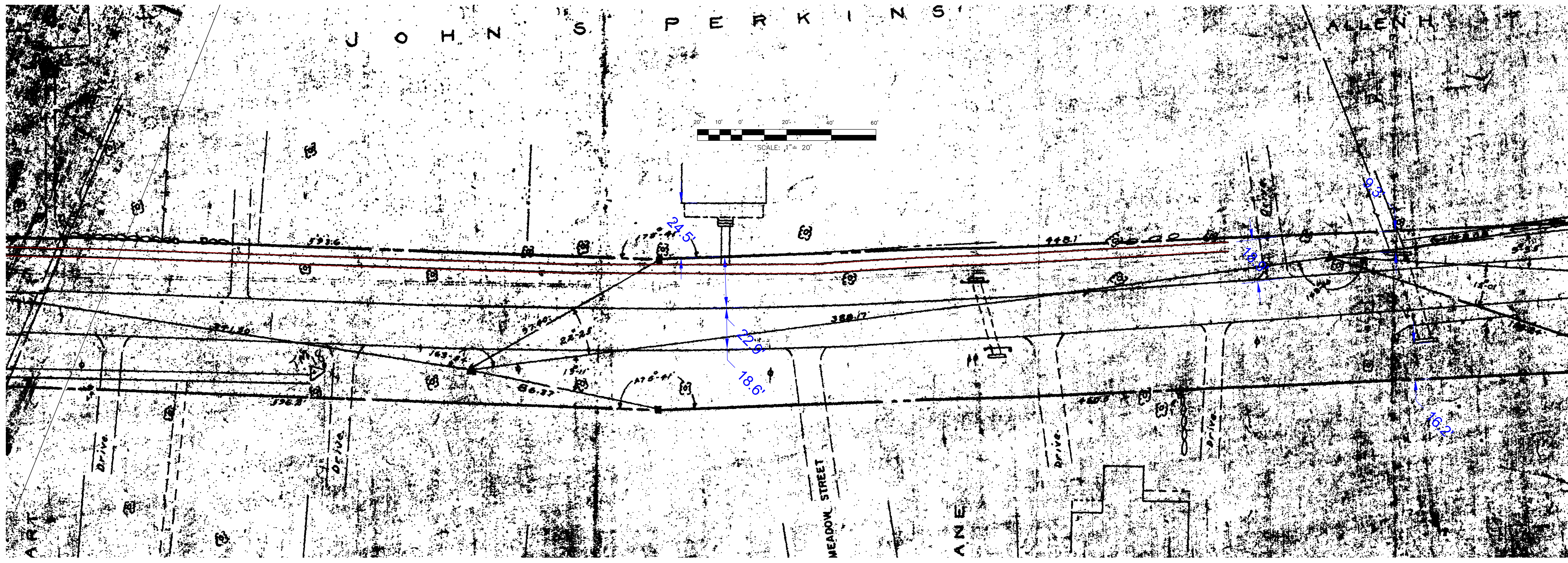
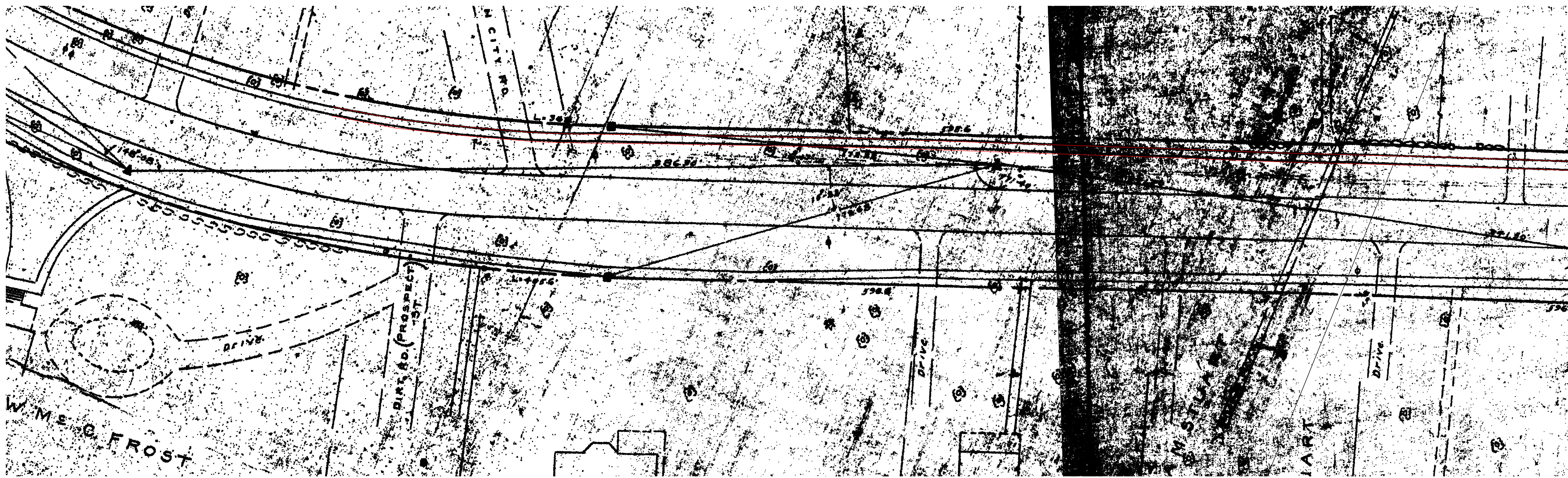
1. Peggy reports about the Main Street Investment Fund (MSIF).
2. Kitty reports about Fire Commission.

Meeting adjourns at 5:45 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on January 18, 2016.*

*Minutes approved unanimously on February 29, 2016.*







## CT General Statutes

Sec. 4-66g. Small town economic assistance program. Bond authorization. Certain sewer projects eligible. (a) For the purposes described in subsection (b) of this section, the State Bond Commission shall have the power, from time to time, to authorize the issuance of bonds of the state in one or more series and in principal amounts not exceeding in the aggregate two hundred sixty million dollars, provided twenty million dollars of said authorization shall be effective July 1, 2014.

(b) The proceeds of the sale of said bonds, to the extent of the amount stated in subsection (a) of this section, shall be used by the Office of Policy and Management for a small town economic assistance program the purpose of which shall be to provide grants-in-aid to any municipality or group of municipalities, provided the municipality and each municipality that is part of a group of municipalities is not economically distressed within the meaning of subsection (b) of section 32-9p, does not have an urban center in any plan adopted by the General Assembly pursuant to section 16a-30 and is not a public investment community within the meaning of subdivision (9) of subsection (a) of section 7-545. Such grants shall be used for purposes for which funds would be available under section 4-66c. No group of municipalities may receive an amount exceeding in the aggregate five hundred thousand dollars per municipality in such group in any one fiscal year under said program. No individual municipality may receive more than five hundred thousand dollars in any one fiscal year under said program, except that any municipality that receives a grant under said program as a member of a group of municipalities shall continue to be eligible to receive an amount equal to five hundred thousand dollars less the amount of such municipality's proportionate share of such grant. Notwithstanding the provisions of this subsection and section 4-66c, a municipality that is (1) a distressed municipality within the meaning of subsection (b) of section 32-9p or a public investment community within the meaning of subdivision (9) of subsection (a) of section 7-545, and (2) otherwise eligible under this subsection for the small town economic assistance program may elect to be eligible for said program individually or as part of a group of municipalities in lieu of being eligible for financial assistance under section 4-66c, by a vote of its legislative body or, in the case of a municipality in which the legislative body is a town meeting, its board of selectmen, and submitting a written notice of such vote to the Secretary of the Office of Policy and Management. Any such election shall be for the four-year period following submission of such notice to the secretary and may be extended for additional four-year periods in accordance with the same procedure for the initial election.

(c) All provisions of section 3-20, or the exercise of any right or power granted thereby, which are not inconsistent with the provisions of this section are hereby adopted and shall apply to all bonds authorized by the State Bond Commission pursuant to this section, and temporary notes in anticipation of the money to be derived from the sale of any such bonds so authorized may be issued in accordance with said section 3-20 and from time to time renewed. Such bonds shall mature at such time or times not exceeding twenty years from their respective dates as may be provided in or pursuant to the resolution or resolutions of the State Bond Commission authorizing such bonds. None of said bonds shall be authorized except upon a finding by the State Bond Commission that there has been filed with it a request for such authorization which is signed by or on behalf of the Secretary of the Office of Policy and Management and states such terms and conditions as said commission, in its discretion, may require. Said bonds issued pursuant to this section shall be general obligations of the state and the full faith and credit of the state of Connecticut are pledged for the payment of the principal of and interest on said bonds as the same become due, and accordingly and as part of the contract of the state with the holders of said bonds, appropriation of all amounts necessary for punctual payment of such principal and interest is hereby made, and the State Treasurer shall pay such principal and interest as the same become due.



(d) Any grant-in-aid allowed under the small town economic assistance program under this section may be administered on behalf of the Office of Policy and Management by another state agency as determined by the Secretary of the Office of Policy and Management.

(e) Notwithstanding the provisions of section 16a-31, no municipality that has a population of less than fifteen thousand as determined by the most recent decennial census and in which at least five thousand five hundred acres of land but not more than six thousand acres of land is owned by a regional water authority shall be denied a grant pursuant to subsections (a) to (d), inclusive, of this section for a sewer project solely because such project is not consistent with the locational guide map accompanying the state plan of conservation and development adopted under chapter 297.

(June Sp. Sess. P.A. 01-7, S. 19, 28; May 9 Sp. Sess. P.A. 02-5, S. 21; May Sp. Sess. P.A. 04-1, S. 2; P.A. 05-194, S. 1; 05-247, S. 10; June Sp. Sess. P.A. 05-5, S. 2; June Sp. Sess. P.A. 07-7, S. 41; Sept. Sp. Sess. P.A. 09-2, S. 1; P.A. 11-57, S. 62; 11-123, S. 1; P.A. 13-239, S. 52.)

History: June Sp. Sess. P.A. 01-7 effective July 1, 2001; May 9 Sp. Sess. P.A. 02-5 added Subsec. (d) re administration of grant-in-aid, effective August 15, 2002; May Sp. Sess. P.A. 04-1 amended Subsec. (a) to increase the aggregate authorization to \$60,000,000, make \$20,000,000 of said authorization effective July 1, 2004, and delete provision re funds authorized in 2002, effective July 1, 2004; P.A. 05-194 amended Subsec. (b) to authorize certain distressed municipalities and public investment communities to elect to be eligible for the small town economic assistance program in lieu of being eligible for financial assistance under Sec. 4-66c, effective July 1, 2005; P.A. 05-247, designated editorially by the Revisors as Subsec. (e), provided that certain municipalities shall not be denied a grant for a sewer project solely because the project is not consistent with the locational guide map, effective July 8, 2005; June Sp. Sess. P.A. 05-5 amended Subsec. (a) to increase the aggregate authorization from \$60,000,000 to \$100,000,000, of which \$20,000,000 is effective July 1, 2006, and amended Subsec. (b) to remove requirement that to receive grant, municipality must have a population under thirty thousand, effective July 1, 2005; June Sp. Sess. P.A. 07-7 amended Subsec. (a) by increasing aggregate authorization from \$100,000,000 to \$140,000,000, of which \$20,000,000 is effective July 1, 2008, effective November 2, 2007; Sept. Sp. Sess. P.A. 09-2 amended Subsec. (a) to increase aggregate authorization from \$140,000,000 to \$180,000,000, of which \$20,000,000 is effective July 1, 2010, effective September 25, 2009; P.A. 11-57 amended Subsec. (a) to increase aggregate authorization from \$180,000,000 to \$220,000,000, of which \$20,000,000 is effective July 1, 2012, effective July 1, 2011; P.A. 11-123 amended Subsec. (b) to allow groups of municipalities to apply for grants, to limit the amount of any such grant and to make conforming changes, effective July 8, 2011; P.A. 13-239 amended Subsec. (a) to increase aggregate authorization from \$220,000,000 to \$260,000,000, and change date that \$20,000,000 of authorization is effective from July 1, 2012, to July 1, 2014, effective July 1, 2013.

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## **PA 11-1, October 2011 Special Session—HB 6801**

### *Emergency Certification*

### **AN ACT PROMOTING ECONOMIC GROWTH AND JOB CREATION IN THE STATE**

**SUMMARY:** This act establishes new and expands existing business assistance, economic and workforce development, and job training programs. Among other things, it authorizes (1) rapid response financial assistance programs for small businesses, (2) a temporary subsidy for employment and training costs for small businesses that hire eligible new employees, and (3) the establishment of new airport development zones. It expands the First Five and Manufacturing Reinvestment Account



programs to more companies and broadens the options and creates additional incentives for establishing captive insurance companies in Connecticut.

It allows state and quasi-public agencies to contract with private entities for building, financing, operating, or maintaining facilities. It also establishes processes to accelerate state agency decisions on permits, occupational licenses, and economic development assistance applications and remediation of state-owned brownfield properties.

The act creates new programs for farmland restoration, town-center improvement projects in small towns, and upgrading and replacing inefficient oil furnaces and boilers in housing authority and nonprofit organization buildings. It authorizes additional state bonding for (1) the Manufacturing Assistance Act, (2) the Fix-it-First bridge repair program, (3) workforce development programs at community colleges, and (4) recapitalizing programs offered by Connecticut Innovations, Inc.

Finally, the act (1) replaces three existing job creation tax credit programs with a new job expansion credit, (2) makes the business entity tax payable every other year starting with payments due in 2014, (3) reduces the minimum required investment for an angel investor income tax credit, and (4) expands the types of productions eligible for film production tax credits.

A section-by-section summary appears below.

EFFECTIVE DATE: Upon passage, unless otherwise noted below.

## §§ 78 & 79 — MAIN STREET INVESTMENT FUND

### *Bond Authorization and Grant Program*

The act authorizes \$5 million per year in GO bonds for FY 12 and FY 13 for a nonlapsing General Fund account it establishes called the Main Street Investment Fund account. The OPM secretary must use the account to provide grants of up to \$500,000 to towns that either (1) have populations of 30,000 or less or (2) are eligible for the Small Town Economic Assistance Program. Towns must use the grants for eligible projects that develop or improve their commercial centers to (1) attract small business, (2) promote commercial viability, and (3) improve aesthetics and pedestrian access. To be eligible, a project must be part of a plan previously approved by the municipality's governing body.

Although municipalities must generally use the grants for improvements to municipal property, the act allows them to give one-time reimbursements of up to \$50,000 to any owner of private commercial property who makes eligible expenditures that directly support or enhance grant-funded projects. Maximum reimbursements are 50% for the first \$50,000 of eligible private expenditure and 25% for additional expenditures over \$50,000 but not over \$150,000.

Municipalities must apply to the OPM secretary for grants in the manner the secretary determines.

### *Eligible Municipal Projects*

To award a grant, the OPM secretary must determine that a project advances a plan previously adopted by the municipality's governing body. Under the act, improvements or renovations advance a plan if the secretary determines they will contribute to the municipality's economic success, including, as examples:

1. façade or awning improvements;
2. sidewalk construction or improvements;
3. street lighting;
4. building renovation, including mixed commercial and residential uses;



5. landscaping and development of recreation areas and green space; or
6. bicycle paths.

*Reimbursable Private Expenditures*

Under the act, municipalities can reimburse private commercial property owners for cosmetic and structural improvements to building exteriors, signs, lighting, and landscaping visible from the street, including:

1. exterior painting or surface treatment,
2. decorative awnings,
3. window and door replacement and modification,
4. storefront enhancements,
5. irrigation,
6. streetscape,
7. outdoor patios and decks,
8. exterior wall or decorative post lighting, or
9. architectural features.

Municipalities may not use grant funds to reimburse private owners for:

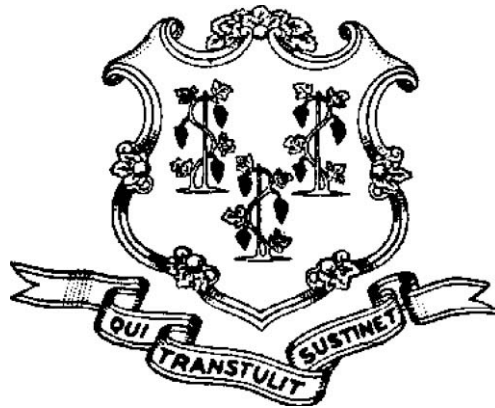
1. renovations due solely to ordinary repair and maintenance;
2. improvements required to address health, safety, or housing code violations; or
3. non-permanent structures, furnishings, or other amenities, or moveable equipment.



**State of Connecticut**

# **Main Street Investment Fund**

## **Application and Instructions**



**State of Connecticut  
Department of Housing  
Evonne Klein, Commissioner**



# Instructions

## OVERVIEW OF THE PROGRAM

PA 11-1, AN ACT PROMOTING ECONOMIC GROWTH AND JOB CREATION IN THE STATE, Sections 78 and 79, (herein after "the Act") provides grants not to exceed five hundred thousand dollars (\$500,000) to municipalities with populations of not more than thirty thousand (30,000) or municipalities eligible for the small town economic assistance program (STEAP) pursuant to section 4-66g of the general statutes for eligible projects as defined. The Act defines the "eligible projects" as projects that are part of a plan previously approved by the governing body of the municipality to develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access.

The Act authorizes the Commissioner of the Department of Housing to "make advancements to façade or awning improvements; sidewalk improvements or construction; street lighting; building renovations, including mixed use of residential and commercial; landscaping and development of recreational areas and greenspace; bicycle paths; and other improvements or renovations deemed by the Commissioner to contribute to the economic success of the municipality. Advancements exclude the following: (A) any renovations that are solely the result of ordinary repair and maintenance, (B) improvements that are required to remedy a health, housing or safety code violation, or (C) nonpermanent structures, furnishings, movable equipment or other nonpermanent amenities.

The grant received pursuant to the Act shall be used for improvements to property owned by the municipality, except the municipality may use a portion of the proceeds of such grant to provide a one-time reimbursement to owners of commercial private property for eligible expenditures that directly support and enhance an eligible project as described above. The maximum allowable reimbursement for such eligible expenditures to the owner shall be \$50,000 provided at the following rates:

- (1) expenditures equal to or less than \$50,000 shall be reimbursed at a rate of 50%, and
- (2) any additional expenditures greater than \$50,000 but less than or equal to \$150,000 shall be reimbursed at a rate of 25%.

In order to be eligible for funding under this program, please submit completed applications (1 original and 1 copy) to Dimple Desai, Community Development Director, Department of Housing, CDBG Small Cities & Technical Services, 505 Hudson Street, Hartford, CT 06106. If you have any questions, please call Dimple Desai, at (860) 270-8012 or email him at [dimple.desai@ct.gov](mailto:dimple.desai@ct.gov).

## **APPLICATION FORM**

- 1. Applicant Information:** Provide all requested information related to the municipality requesting the funds.
- 2. Local Approvals:** Submit the required resolution from the municipality's legislative body (**Attachment 1**). Also submit a certified statement (**Attachment 2**) from the town official (town manager or town engineer) that the work performed or to be performed has or will received proper building permits and that the work has been or will be inspected by the town. The certified resolutions should be signed by the municipal Clerk and embossed with the corporate seal.

NOTE: The application must be signed subsequent to the adoption of the resolution by the local legislative body.

- 3. Private Owner Information:** Provide all requested information related to the owner of the commercial private property that will receive funds from the applicant. Project address is the location of the property being improved or renovated. The applicant is responsible for making sure that the project is complete. Applicant is also responsible to review the invoices and finally recommend the reimbursement. Owner must provide the total cost of the entire project.
- 4. Project Information:** Provide all the information requested including attachments such as a project location map delineating the intended improvements and map of the town commercial center (**Attachment 3**), a "plan" approved by the governing body of the municipality (**Attachment 4**), project cost estimates (**Attachment 5**), consistency with State Conservation and Development Policies Plan, consistency with the state priorities such as TOD, affordable housing, brownfields reuse, reuse of existing facilities, complete streets concept, etc. Examples of an "Approved Plan" aka "Town Commercial Center Plan" can include a downtown beautification plan or enhancement plan, façade improvement plan, building rehab plan, improving pedestrian linkage plans, etc. Eligible activities include expenses for cosmetic and structural exterior building improvements, signage, lighting and landscaping that is visible from the street, development of recreational areas and green space, bicycle paths, and other improvements or renovations deemed by the Commissioner to contribute to the economic success of the municipality. Identify any other sources of funds that have or will reimburse the project.
- 5. Project Plan:** Submit a detailed project plan which:
  - Lists proposed use of the grant funds. Specifically identify the activities to be conducted with grant funds and who will be conducting these activities. If consultants or other entities are conducting these activities, identify these entities including their selection process and provide a copy of their contracts (**Attachment 6**). Describe if the project is ready to be implemented, i.e. describe at what stage is the project - design documents prepared, construction documents prepared, construction bids received, etc.
  - Describe the way in which the use of the funds will develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access. Provide project drawings/plans (**Attachment 7**)
  - If the funding request is for Façade Improvement and or reimbursement to commercial private property owners, provide details as to how the approved plan improves aesthetics



of the area, what improvements are being planned by the businesses that are over and above required by zoning, how does the activity comply with the design standards, if any, are these improvements or renovations solely the result of ordinary repair and maintenance, are these improvements required to remedy a health, housing or safety code violation, are there nonpermanent structures, furnishings, movable equipment or other nonpermanent amenities, any other information that shows these improvements to contribute to the economic success of the municipality (**Attachment 8**) .

- A time schedule for (a) the use of the funds; and (b) completion of the project. Identify and explain the management plan that will be used to undertake the project.

**6. Project Budget:** Complete this section and identify various activities to be funded by local, state and other (federal or private) funds. This will be based on the total project cost. Provide invoices from the private owner for reimbursement (**Attachment 9**).

**Application Deadline:** Applications must be received or postmarked by May 30, 2014 at 4:00 p.m.

Please be sure to include all the required documents when you submit the completed application (**1 original and 1 copy**) to:

Dimple Desai  
Community Development Director  
Department of Housing  
CDBG Small Cities and Technical Services  
505 Hudson Street  
Hartford, CT 06106-1379  
Phone - (860) 270-8012  
Email - [dimple.desai@ct.gov](mailto:dimple.desai@ct.gov)

# Application

## Main Street Investment Fund

### 1. APPLICANT INFORMATION

Municipality: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Name of Authorized Official: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email: \_\_\_\_\_ Municipality FEIN number: \_\_\_\_\_

Municipal population as per the latest federal decennial census: \_\_\_\_\_

STEAP Municipality  Yes  No

Grantee's Fiscal Year: From \_\_\_\_\_ To \_\_\_\_\_

Total Project Cost: \$\_\_\_\_\_ Amount of Funding Requested: \$\_\_\_\_\_

Name of Project Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email: \_\_\_\_\_

### 2. LOCAL APPROVALS

- a. Submit a certified resolution adopted in the last 60 days by the municipality's legislative body:
- Authorizing submission of this grant application;
  - Identifying the individual who can sign the grant application and administer the grant.

The certified resolution should be signed by the City or Town Clerk and embossed with the corporate seal. See **Appendix A** for sample resolution.

- b. Submit a certified statement from the town manager or town engineer that the work performed or to be performed has received proper building permits and that the work has been or will be inspected by the town.

### 3. PRIVATE OWNER INFORMATION (APPLICABLE ONLY if the applicant is seeking funds to reimburse owner of commercial private property)

Owner Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Owner Business Name and Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Fax #: \_\_\_\_\_ Email: \_\_\_\_\_



Total Project Cost: \$\_\_\_\_\_

Amount of Funding Requested: \$\_\_\_\_\_

#### 4. PROJECT INFORMATION

Is there a "plan" that is previously approved by the governing body of the municipality to develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access?  Yes  No

If no, your municipality is not eligible for funding under this program. If yes, please submit a copy of the plan including the approval of the governing body.

In 1000 words or less, summarize how the project will attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access: \_\_\_\_\_

##### **Municipal Project**

Project Title: \_\_\_\_\_

Is property owned by the municipality?:  Yes  No

If no, who is the property owner and does the applicant have proper authorization/access agreement from the owner to enter the property or work on the property? \_\_\_\_\_

Is project ready to be implemented  Yes  No.

What is the total project cost? Are all funds in place? \_\_\_\_\_. Provide a copy of the estimates.

Source of these estimates: Architect/Engineer  Contractor  Municipality

Are there other sources of funds for this project:  Yes  No Amount: \$\_\_\_\_\_

Is the project consistent with the State Conservation and Development Policies Plan (C&D Plan) and state priorities?  Yes  No Explain in detail - consistency with the C&D Plan and state priorities such as TOD, affordable housing, brownfields reuse, reuse of existing facilities, complete streets concept, etc. \_\_\_\_\_.

Identify (list) eligible activities to be funded by this grant: \_\_\_\_\_

**Owner/s of the commercial private property** (APPLICABLE ONLY if the applicant is seeking funds to reimburse owner of "commercial" private property)

Project Title: \_\_\_\_\_

Is the project complete?  Yes  No Are the improvements above and beyond what is required by the current zoning?  Yes  No

Has the town reviewed the invoices for the costs to be reimbursed?:  Yes  No  
Provided/attached invoices for reimbursement?:  Yes  No

Has the town conducted final inspection of the project?:  Yes  No

Who performed the work? Explain.

Is the project consistent with the State Conservation and Development Policies Plan?

Yes  No Explain \_\_\_\_\_.

Provide reasons for town recommendations for eligible activities to be reimbursed by this grant:

\_\_\_\_\_

Are there other sources of funds for this project:  Yes  No Amount: \$\_\_\_\_\_

## 5. PROJECT PLAN

Submit a detailed project plan which describes (1) the proposed use of the grant funds; (2) the way in which the use of the funds will develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access; (3) a schedule for (a) the use of the funds; and (b) completion of the project; AND (4) project drawings/plans. Provide all the information as required per instructions on page 3.

## 6. PROJECT BUDGET (see Appendix B for a sample budget)

ELIGIBLE PROJECT EXPENDITURES	TOWN SHARE	STATE SHARE	OTHER SOURCE * _____
1.	\$_____	\$_____	\$_____
2.	\$_____	\$_____	\$_____
3.	\$_____	\$_____	\$_____
4.	\$_____	\$_____	\$_____
5.	\$_____	\$_____	\$_____
6.	\$_____	\$_____	\$_____
7.	\$_____	\$_____	\$_____
8.	\$_____	\$_____	\$_____
9.	\$_____	\$_____	\$_____
10.	\$_____	\$_____	\$_____
<b>Total Project Expenditures</b>	\$_____	\$_____	\$_____

\* Identify other source – such as Private owner or Federal, etc. Use this column to show the reimbursement to commercial private owner.



My signature below, for and on behalf of \_\_\_\_\_, indicates  
Name of Grantee  
acceptance of the following and further certifies that:

1. I have the authority to submit this grant application;
2. I will comply with the General Grant Conditions and Special Conditions, if any;
3. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Department of Housing or the State of Connecticut;
4. I understand that should this grant application be approved, such state funds shall be expended within the time frame specified in the Notice of Grant Award (NOGA);
5. I understand that requests to extend the grant end date shall be submitted in writing to the Department of Housing no later than thirty (30) days before the grant end date as specified in the NOGA;
6. I understand that unexpended funds shall be returned to the State of Connecticut within sixty (60) days of the grant end date;
7. I understand that if this organization meets the requirements of the State Single Audit Act, Sections 4-230 through 4-236, as amended, of the Connecticut General Statutes, the organization is required to submit a State Single Audit, at its own expense, no later than six (6) months after the end of the audit period. If this organization is not required to submit a State Single Audit, the organization is required to submit a final accounting of the grant expenditures within sixty (60) days of the grant end date; and
8. I hereby certify that the statements contained in the responses to this application and accompanying documents are true to the best of my knowledge and belief and that I know of no reason why the applicant cannot complete the project in accordance with the representations contained herein.

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
\*Date:

\* The application must be signed subsequent to the adoption of the resolution by the local legislative body.

## Checklist of required Documents

Identify documents submitted with the Application:

- Attachment 1: Legislative Body Resolution
- Attachment 2: Certified Statement
- Attachment 3: Project Location Map and a map of the Town Commercial Center
- Attachment 4: A copy of approved Plan with a copy of the resolution adopted by the  
Governing body approving the Plan
- Attachment 5: Cost estimates
- Attachment 6: Contracts with architect/engineers and contractors, if applicable
- Attachment 7: Project drawings/plans, if applicable
- Attachment 8: Description of Façade Improvement Program
- Attachment 9: Invoices from the commercial private owner for reimbursement, when  
available



**Appendix A**  
**Sample Resolution for Legislative Body**

**Certified Resolution of the Legislative Body**  
(To be completed by the City or Town Clerk)

The Legislative Body of the Town/City of \_\_\_\_\_

met on \_\_\_\_\_ and adopted a resolution by the vote of

\_\_\_\_\_ to \_\_\_\_\_ which:

- (1) authorizes submission of the funding application -

\_\_\_\_\_ under the Main  
(project title)

Street Investment Fund Program referenced in Section 78 and 79 of the PA 11-1;  
and

- (2) identifies, \_\_\_\_\_, as an individual  
authorized to sign the Main Street Investment fund application and administer the  
grant and the project. Such application is attached to and made a part of this  
record.

Attested to by:

Name: \_\_\_\_\_

Title: \_\_\_\_\_  
(City/Town Clerk)

Date: \_\_\_\_\_

## Appendix B

### Sample Project Budget

ELIGIBLE PROJECT EXPENDITURES	TOWN SHARE	STATE SHARE	OTHER SOURCE * <u>Private owner</u>
1. Architect/Engineering fees	\$ <u>5,000</u>	\$ <b><u>Not Eligible</u></b>	\$ <u>2,000</u>
2. Façade Improvements	\$ <u>10,000</u>	\$ <u>100,000</u>	\$ <u>25,000</u>
3. Sidewalk improvements	\$ <u>0</u>	\$ <u>200,000</u>	\$ <u>0</u>
4.	\$ _____	\$ _____	\$ _____
5.	\$ _____	\$ _____	\$ _____
6.	\$ _____	\$ _____	\$ _____
7.	\$ _____	\$ _____	\$ _____
8.	\$ _____	\$ _____	\$ _____
9.	\$ _____	\$ _____	\$ _____
10.	\$ _____	\$ _____	\$ _____
<b>Total Project Expenditures</b>	\$ <u>15,000</u>	\$ <u>300,000</u>	\$ <u>27,000</u>

Total Project Cost - \$342,000

#### **Explanation of the budget breakdown**

Applicant is seeking reimbursement of \$300,000 and \$27,000. However, \$27,000 will be reimbursed to the Private owner (through the applicant) for eligible expenses deemed appropriate by the applicant and approved by DOH.

## **Main Street Investment Fund (MSIF) program Fact Sheet**

### **Authorizing Statutes**

PA 11-1, AN ACT PROMOTING ECONOMIC GROWTH AND JOB CREATION IN THE STATE, Sections 78 and 79, (herein after "the Act")

### **Program Overview**

This act provides grants in the amount not to exceed five hundred thousand dollars (\$500,000) to municipalities (eligible applicant) with populations of not more than thirty thousand (30,000) or municipalities eligible for the small town economic assistance program (STEAP) pursuant to section 4-66g of the general statutes for eligible projects as defined.

The grant shall be used for improvements to property owned by the municipality, except the municipality may use a portion of the proceeds of the grant to provide a one-time reimbursement to owners of commercial private property for eligible expenditures that directly support and enhance an eligible project. The maximum allowable reimbursement for such eligible expenditures to the owner shall be \$50,000 provided at the following rates:

- (1) expenditures equal to or less than \$50,000 shall be reimbursed at a rate of 50%, and
- (2) any additional expenditures greater than \$50,000 but less than or equal to \$150,000 shall be reimbursed at a rate of 25%.

### Eligible Project/s

Project/s that are part of a plan (aka Town Commercial Center Plan) previously approved by the governing body of the municipality to develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access.

### Eligible Expenditures

Expenses for cosmetic and structural exterior building improvements, signage, lighting and landscaping that is visible from the street, including, but not limited to, exterior painting or surface treatment, decorative awnings, window and door replacements or modifications, storefront enhancements, irrigation, streetscape, outdoor patios and decks, exterior wall lighting, decorative post lighting and architectural features including other improvements or renovations deemed by the Secretary to contribute to the economic success of the municipality.

Excluded activities are: (A) any renovations that are solely the result of ordinary repair and maintenance, (B) improvements that are required to remedy a health, housing or safety code violation, or (C) nonpermanent structures, furnishings, movable equipment or other nonpermanent amenities.



## Definitions

### A. What is a Town Commercial Center?

The town commercial center is a town's central business district or neighborhood commercial district that is the community's or neighborhood's "hub" for a well-integrated mix of commercial retail, commercial office, governmental, community, institutional, entertainment and residential activities. A vibrant town commercial center is a sustainable and walkable compact mix of land uses and transportation choices that attract residents and visitors to frequent the activities located at the center.

### B. What is a Town Commercial Center Plan?

The town commercial center plan is a formal plan developed by the community to guide the growth of the town's commercial center. Examples of the Town Commercial Center Plan are downtown beautification plan or enhancement plan, façade improvement plan, building rehab plan, and improving pedestrian linkage plans, etc.

The plan shall include the following:

1. A certified resolution by the Municipality adopting the plan
2. A concise narrative and map presenting the municipality's vision for its Commercial Center ("center"). This plan will clearly delineate the geographic boundaries of the center, existing zoning, major structures, properties and public spaces, primary commercial streets and roadways and proposed public and private improvements.

Other plan elements that a municipality should consider include, but are not limited to:

- Attract small businesses, promote commercial viability and improve aesthetics and pedestrian access
- A town center housing mix (market and workforce) plan with market based recommendations for retaining and attracting a vibrant mix of street level retail, food and entertainment uses
- Incorporation of "complete streets" roadway design elements and accommodation for public transportation (where applicable)
- Project phasing, implementation and financing plan for the proposed development efforts
- A business interruption, traffic and parking maintenance plan during project construction phases

## Criteria

### I. Initial Criteria

- A. Did the applicant (municipality – an eligible applicant) submit a complete application?
- B. Is the project part of the plan (aka the town commercial center plan) approved by the governing body of the municipality and is it clearly described as part of the application?
- C. Does the town commercial center plan develop or improve the town's commercial center to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access, in accordance with Section 78 (d) (2) of the Public Act 11-1?
- D. Did the applicant provide details of the façade improvement program, if asking funds for façade improvements?

## II. Project Criteria

Each application that passes the Initial Screening Criteria will be designated as an eligible project and reviewed based on the following criteria:

A. Local & Regional Support

The applicant should provide evidence of local support of, and commitment, to advancing the goals in the proposal. Any actions previously taken in support of these goals and proposal-specific objectives should be provided. Such actions can include, but are not limited to, façade or awning improvements, sidewalk improvements or construction, street lighting, building renovations, including mixed use of residential and commercial, landscaping and development of recreational areas and greenspace, bicycle paths, etc.

B. Leverages Other Funding

The applicant should indicate if the funds requested will help leverage future proposed public or private funding to provide a larger economic and development impact. These can include, but are not limited to, investments or financial commitments made by private, municipal, state, federal or non-governmental organizations.

C. Economic & Market Viability

The applicant should describe the economic and market viability and/or potential of the proposed project area, as well as the viability of their specific project proposal. This should include, but is not limited to, an assessment of the proposed project's potential to progress as envisioned, and to ultimately be successful.

D. Timeline to Implementation

The applicant should provide a realistic project schedule or timeline that includes, but is not limited to, the amount of time needed to implement the proposed project. Provide information on the project and its readiness to implement upon approval. Is project fully funded? Are sources and uses of funds and the project limits/extent clearly identified?

E. Supportive of State C&D Plan and state priorities

The applicant should describe how the proposed project supports some or all key elements of related regional and state plans, for example, TOD, affordable housing, brownfields, reuse of existing facilities, redevelop areas where physical infrastructure exist, complete streets concept, etc.

### **Program information contact:**

Dimple Desai, Community Development Director  
Department of Housing  
CDBG Small Cities and Technical Services  
Hartford, CT 06106  
Phone: 860-270-8012  
Email: [dimple.desai@ct.gov](mailto:dimple.desai@ct.gov)



## **MAIN STREET INVESTMENT FUND** **Frequently Asked Questions**

### **Timelines and Deadlines**

**Q. When is the application deadline?**

A. All applications are due (postmarked or delivered to the Department of Housing (DOH)) on May 30, 2014 at 4:00 pm.

**Q. When will the grant awards be announced?**

A. This will depend on the number of applications that are received. The goal is to announce all grant awards by late Summer of 2014.

**Q. How much time does a municipality have to complete a project funded by this program?**

A. Each grantee will receive a Notice of Grant Award from DOH that provides a start and end time for each project based on the proposed schedule. Projects that can be completed in a year or less will be given more favorable consideration than a project that will take more than a year to complete.

### **General Application Questions**

**Q. Who will review and decide which applications are accepted or declined?**

A. DOH staff will decide which applications are accepted or declined.

**Q. How many copies of the grant application and required attachments are required?**

A. One original and one copy of all materials are required that pertain to the application and the project.

- In the case of a plan or supporting document that is part of a larger document, the applicant can submit a link to the document or a disk with the document on it.
- Also, if there are a smaller number of pages in the larger document that apply to the application/project then those pages must be submitted in hard copy as well.

**Q. Is there a scoring sheet that will be used to rate applications?**

A. No scoring sheet is planned at this time, but as stated elsewhere in this FAQ some things will improve an application's competitiveness, i.e. having matching funds applied to the project or applying for a future private property façade initiative rather than one





that has already been completed. Applicant's ability to complete the project as proposed in case there is a reduction in the funding amount.

**Q. What is the “legislative body” that must approve the application and the authorized person for this project?**

A. It is the municipality's body of elected officials, i.e. the town council or board of selectman.

**Q. What is the “governing body” which must have approved the plan?**

A. Please refer to your town charter, which may define the governing body. Examples of the governing body are: an Economic Development Commission, Planning and Zoning Board or other municipal commission, etc.

**Q. What constitutes a plan?**

A. Please refer to the program Fact Sheet, which discusses the elements of a good plan.

**Q. What if the plan exists but has not been approved?**

A. Approved plan is the requirement of the statute. If the town commercial center plan exists but has not been approved by the governing body, it can be approved now prior to submitting the application. The resolution submitted can approve the application and the authorized signer, and the plan as well.

**Q. What if the plan was adopted 20 years ago, would this be eligible?**

A. The applicant will need to prove (provide a resolution) that the plan has been a living document that is still valid and used today. Applicants are encouraged to submit a recent approval (within the last five years) of the plan from the governing body.

**Q. What if a municipality has more than one plan that relates to the town commercial center?**

A. More than one plan can be used in coming up with a single implementation plan. In the narrative the applicant should demonstrate how all the plans integrate and focus on the town commercial center and this plan must be approved by the governing body.

**Q. Who will determine the strength of the town plan?**

A. DOH will determine the strength of the town plan.

**Q. If a municipality receives a grant in the first year of the program, can it apply again in year two?**

A. They may apply; however, first preference will be given to other municipalities that has not received the funds.



**Q. Does a municipality need to comply with prevailing wage guidelines?**

A. Yes, the municipality is required to comply with the prevailing wage guidelines.

**Financial Questions**

**Q. How much money is available in total?**

A. The legislature has authorized the Bond Commission to issue bonds of the State in one or more series and in principal amounts not exceeding in the aggregate ten million dollars. \$5.0 million of this has already been allocated in 2013. DOH is planning to go to the bond commission for the second round of funds in the amount of \$5.0 million in late Summer 2014.

**Q. Are matching funds required?**

A. No matching funds are required, but applications that have matching funds will be looked on more favorably as the matching funds will leverage the MSIF funds.

- Legitimate in-kind expenses, such as the pro-bono work of an architect or the labor of municipal employees, can be included in the budget as matching funds that are not reimbursable.

**Q. Does Davis Bacon apply?**

A. No, that is only for federal funds and this program is state funded.

**Q. When will grant funds be dispersed?**

A. Funds will be dispersed after the agreement between DOH and the applicant is executed by both parties and after the requisition for payment has been submitted by the applicant. An advance may be provided to start the project, after that applicants can request reimbursements as the grant is spent down in increments. The last payment will not be made until the project is complete and the completed final report is submitted.

**Q. Can this grant be used with other public sources of funds?**

A. Yes, this grant can be used with other public sources of funds. In other words, your project can have multiple sources of funds – federal, state and or private.

**Eligible Reimbursable Costs/Projects**

**Q. Can the application be for more than one project or activities at different locations?**

A. It is preferred that an applicant submit one application for one location. However, in some instances, there may be couple of activities at different locations as it relates to **one** coordinated town commercial center plan.



**Q. Is the labor of municipal staff a reimbursable expense?**

A. No, but the in-kind value of this can be recognized in the overall budget for the project. This should be identified under the “town share” column.

**Q. Are soft costs (consultant, design and engineering fees) eligible?**

A. No, therefore any design and engineering work must be paid with other funds or be in-kind. An application can be submitted without having incurred any soft costs, but the applicant must be able to demonstrate that the estimates of projects costs are accurate. Also the cost of hiring any consultants related to the application or project is not an eligible cost. Only the costs of materials and labor provided by a contractor are eligible (capital improvements). Municipal staff time or property owner’s own labor is not eligible.

**Q. What is the difference between normal repair and maintenance and improvements that will “contribute to the economic success of the municipality” and therefore be eligible expenses for this grant?**

A. Per statute, eligible expenditures among other things exclude any renovations that are solely the result of ordinary repair and maintenance. For example, the sidewalk that is broken or damaged would not qualify if it were not part of a commercial center plan that meets the goals of the statute. Another example is, if the building siding is damaged, this constitutes ordinary repair and maintenance and therefore will not be eligible for façade improvements. Basically, there has to be an overall plan encompassing various activities that will lead to economic success of the municipality.

**Q. Are property acquisition and easement costs eligible grant expenses?**

A. No, but the work done on the property afterwards may be eligible depending on the terms of the lease agreement between the property owner and the municipality and if the work meets all the statutory requirements.

**Q. Is the demolition of a building an eligible cost?**

A. No, building demolition is not an eligible cost.

**Q. Is public art an eligible cost?**

A. It depends on how this fits into the overall project description and if it is a permanent installation (non-permanent installations are not eligible). However if other sources of funds are available for activities like public art, DOH encourages applicants to seek those funds for this portion of the project.

**Q. Are parking, wayfinding and public amenities like benches and bus shelters eligible?**



A. Yes, if the application can demonstrate how these meet the criteria listed in the program Fact Sheet and not just ordinary repair and maintenance.

**Q. Can grant funds be used to close the gap in a larger project that is underway or planned?**

A. Yes, in fact it would be considered a plus for the application to have matching funds which leverages the MSIF funds. However, the MSIF funds can only be used for eligible activities under this program and activities that are part of an approved plan.

**Q. Is landscaping an eligible cost?**

A. Yes, but it should not be the majority of the project costs and it depends on how it is integrated with the overall plan.

**Q. Can the project happen in a state right of way?**

A. Yes, but the applicant must submit written proof from the CT Dept. of Transportation (CONNDOT) that the project will be allowed to remain in place on a longer term basis and there are no foreseeable plans for major changes to the right of way that may undo the work performed under this program. Also, the applicant must insure that they have all the necessary approvals from CONNDOT for this work.

**Q. Can one application include requests for both a private property and for improvements to municipal-owned property?**

A. Yes. It is recommended that one application be submitted identifying various projects.

**Q. Are nonprofit property owners eligible for funds?**

A. Yes, non-profit property owners are eligible if the property is “commercial” property.

**Q. Is there a requirement that a façade cannot be completed without the remainder of the building meeting code compliance? For example, what if a multi-story building received a façade grant but only the first floor was code compliant for any occupancy?**

A. It is the responsibility of the municipality to make sure that proper permits are issued for the work to be reimbursed by DOH and that all the inspections are conducted by the local authorized building official. It is also the responsibility of the municipality to make sure that the façade improvements are not undone due to the building code compliance issues later.

**Q. Will projects be subject to a review under CEPA?**

A. Generally not. However, it depends on the proposed project and the determination for CEPA applicability will be made on a case-by-case basis. It is highly recommended that if the building proposed for façade improvement is historic, that the applicant follow up with





the State Historical Preservation Office. It is also recommended that the applicant secure appropriate permits from state and or federal agencies.

### **Private Property Applications**

**Q. Is there a limit on the number of private properties that can be funded?**

A. No, but the maximum grant amount is \$500,000.

- If an applicant wants to submit for more than one private property, then the applicant can attach more pages in a spread sheet form to provide all the requested information for each private property. Please be very specific in providing information about reimbursements. Incomplete or confusing applications may not grade high.

**Q. Can grant funds be used for projects that have been completed prior to this application?**

A. No. Applications for new projects will be considered for reimbursements after the project is completed. Work already completed will not be reimbursed.

**Q. Is the property owner's own labor ("sweat equity") a reimbursable expense?**

A. No, but the labor of a licensed contractor hired to do the physical work is eligible.

**Q. If a business that is renting from a private property owner is doing the improvements to the property, can the business be reimbursed for its expense?**

A. No, only the private property owner can be reimbursed for costs he/she incurred provided that the improvements are long term and that there is an agreement between the property owner and the municipality and meet the program requirements.

**Q. Is there a time limit that a private property owner must continue to own the property after they have received any reimbursement for improvements to their property?**

A. There is no mandate as to the time limit that a private property owner must continue to own the property. However, it is expected that the improvements made to the building that are reimbursed by the state must be long-term improvements. The municipality is required to have an agreement to make sure that the improvements funded under this program are not undone in a short time.

**Q. Must the private property be identified in the application?**

A. Yes, not only does the property(ies) need to be identified, the application must include a statement from the private property owner that they are committed to doing the project and have all the funds in place if the grant is approved.



**Q. What is DOH’s definition of a façade, i.e does it include a new roof?**

A. Per statute “structural exterior building improvements” are considered eligible expenditures provided it meets the other criteria.

**Q. Is a façade agreement between property owner and the municipality required that assures that funded improvements will not be changed when a new property owner buys the property and/or a new tenant moves in?**

A. It is expected that some sort of binding agreement is in place to make sure that the state funded improvements will not be modified or undone in the near future.

**Q. Is State Historic Preservation Office (SHPO) approval required?**

A. Yes, if the building is on the state or federal register of historic places, or a contributing building is in a district that is on the state or federal register of historic places, then SHPO approval is required.

**Q. Are other state agencies permits or approval required?**

A. Yes, it is the applicant’s responsibility to get any and all permits and approvals required to undertake the project.

## ***Salisbury Pathways Committee***

### *Seventeenth Meeting*

Date and Time: Monday, February 29, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, in front of the Town Hall.

Present: Natalia Smirnova, Kitty Kiefer, Pat Hackett.

### **Minutes:**

5:30 p.m. – call to order.

1. Approval of the minutes for January 11, 2016 meeting:

Minutes approved unanimously.

2. Peggy reports about the Main Street Investment Fund (MSIF):

Peggy was not present. Postpone the report till next meeting.

3. Kitty reports about Fire Commission:

Kitty reported that Fire Commission started to look at ways to bring the Fire House up to code to be able to receive school children, faculty, and staff in case of emergency;

4. Kitty reports about the Selectmen meeting and the budget:

Kitty reported that the Selectmen allocated \$12,000 in the town budget for the pathways. Pat suggested that stone dust could be used on the pathways instead of concrete. Our committee is to make sure the \$12,000 is used the most efficient way and gives us the most progress on our first priority, which is the CONNECTION of two villages: Salisbury and Lakeville.

Pat is to explore what first steps we have to take to start connecting the villages based on the \$12,000 allocation.

5. Citizens Comments:

A citizen commented that as soon as people see even a small progress in connecting the two villages, they will bring more support to the cause.

6. New Business:

Natalia mentioned that the deadline for the State's Community Connectivity Program is on March 1. She suggested filling out the application for Road Safety Audit (RSA). The Committee agreed and Natalia submitted the application on March 1. Application is attached.

Proposed agenda for March 21, 2016:

1. Approval of the minutes of February 29, 2016;
2. Peggy reports about the Main Street Investment Fund (MSIF);
3. Pat reports on finding about spending \$12,000 the most efficient way;
4. Committee membership term limits;
5. Citizens Comments;
6. New business.

Meeting adjourns at 5:45 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on March 5, 2016.*

# Welcome to the Community Connectivity Program Application



Please fill in the following information to provide the Audit team leaders with a comprehensive description of the area contained in this application.

## 1. Applicant contact information

<b>Name</b>	<input type="text"/>
<b>Title</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Telephone Number</b>	<input type="text"/>

## 2. Location information

<b>Address</b>	<input type="text"/>
<b>Description</b>	<input type="text"/>
<b>City / Town</b>	<input type="text"/>



**3. Roadway type**  
**(Please select all that apply)**

State road

Local road

Private Road

Other (please specify)

**4. Zoning**  
**(Please select all that apply)**

Industrial

Residential

Commercial

Mixed Use

Retail

N/A (not applicable)

Other (please specify)

**5. Approximate mile radius around the location**

Other (Please Specify)

**6. Community Sites**  
**(Please select all that apply)**

Community Centers

Business Districts

Restaurant/Bar Districts

Churches

Housing Complexes

Proximity to Schools

Tourist Locations (examples – Casino, Malls, Parks, Aquarium, etc...)

N/A (not applicable)

Other (please specify)

**7. Employment Facilities**  
**(Retail, Industrial, etc...)**

Yes

No

**If Yes please describe (please specify)**

**8. Educational facilities**

**(Please select all that apply)**

Public, Parochial, Private Schools (more than 1 school within a ½ mile)

University / Community Colleges

N/A (not applicable)

Other (please specify)

**9. Transit facilities**

**(Please select all that apply)**

Bus

Rail

Ferry

Airport

Park and Ride Lot

N/A (not applicable)

Other (please specify)

**10. Safety Concerns**  
**(Please select all that apply)**

Traffic (volumes & speed)

Collisions

Sidewalks

Traffic Signals

Traffic Signs

Parking Restrictions / Additions

Drainage

ADA Accommodations

Agricultural & Live Stock crossing

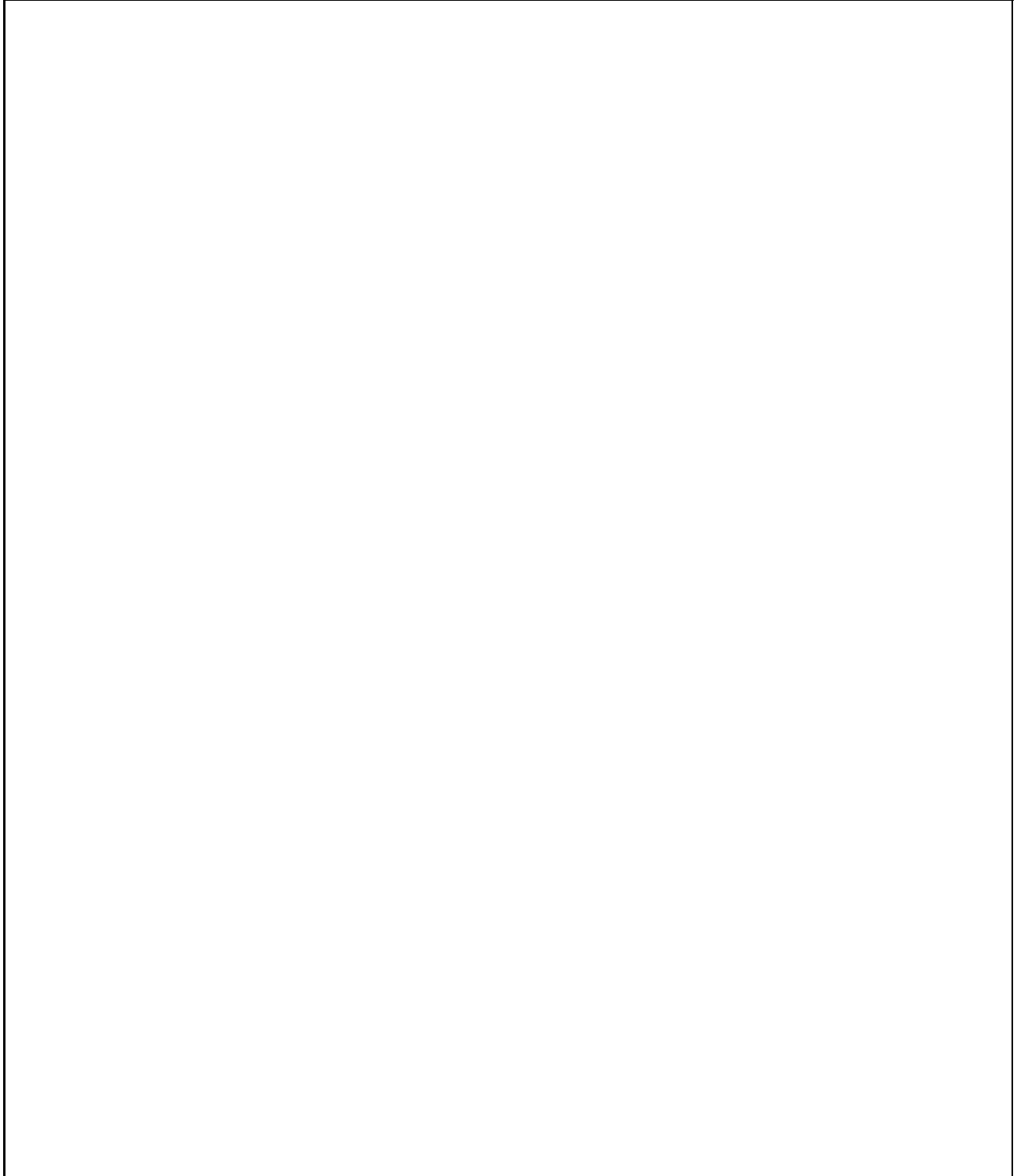
Maintenance issues (cutting grass, leaves, snow removal)

N/A (not applicable)

Other (please specify)

**11. Are there any past, current or future transportation/economic development projects near this location (i.e. Federal, State or local projects)?**

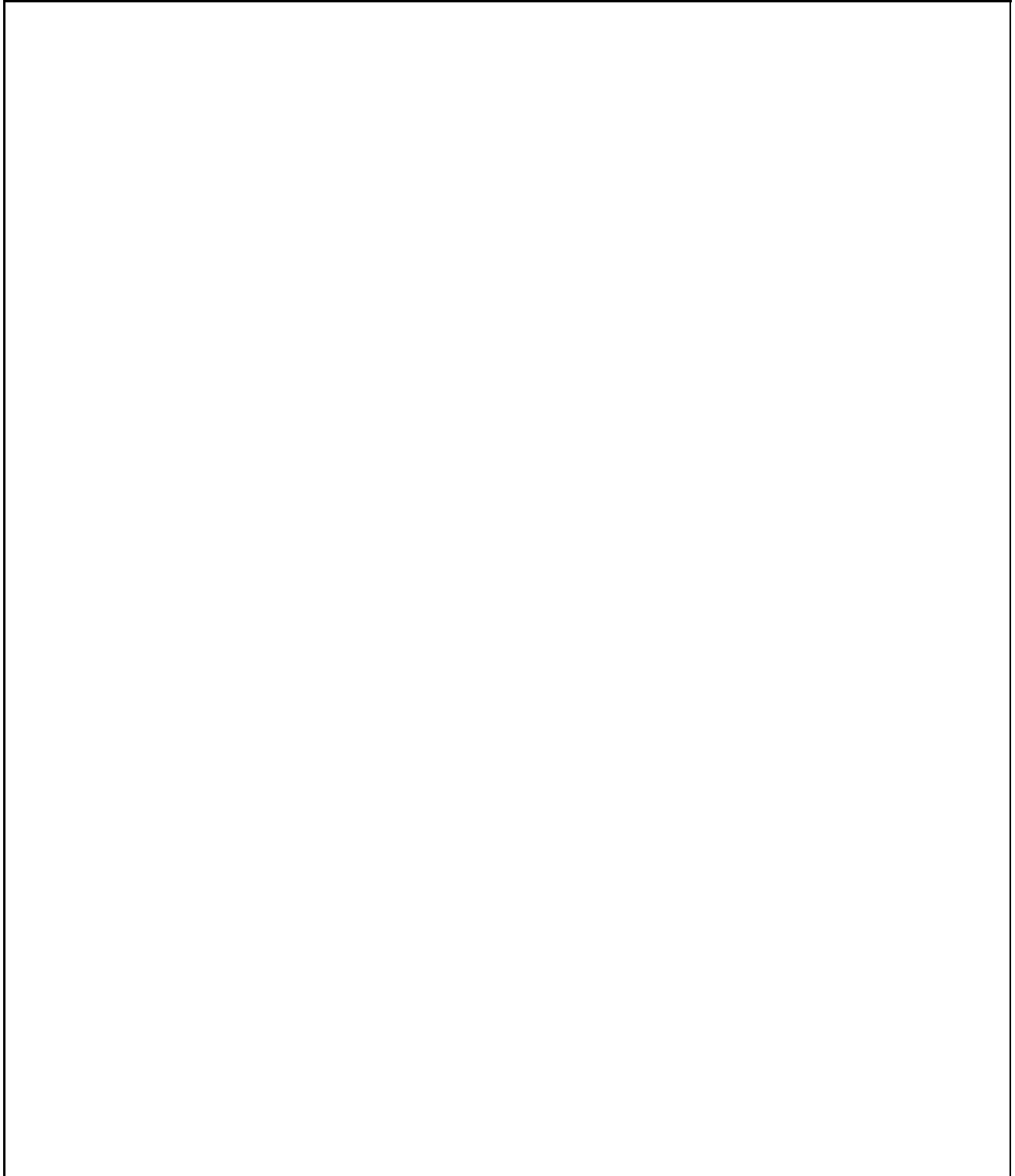
**If Yes please describe and list all projects.**

A large, empty rectangular box with a thin black border, intended for the user to describe and list any past, current, or future transportation or economic development projects near the location.

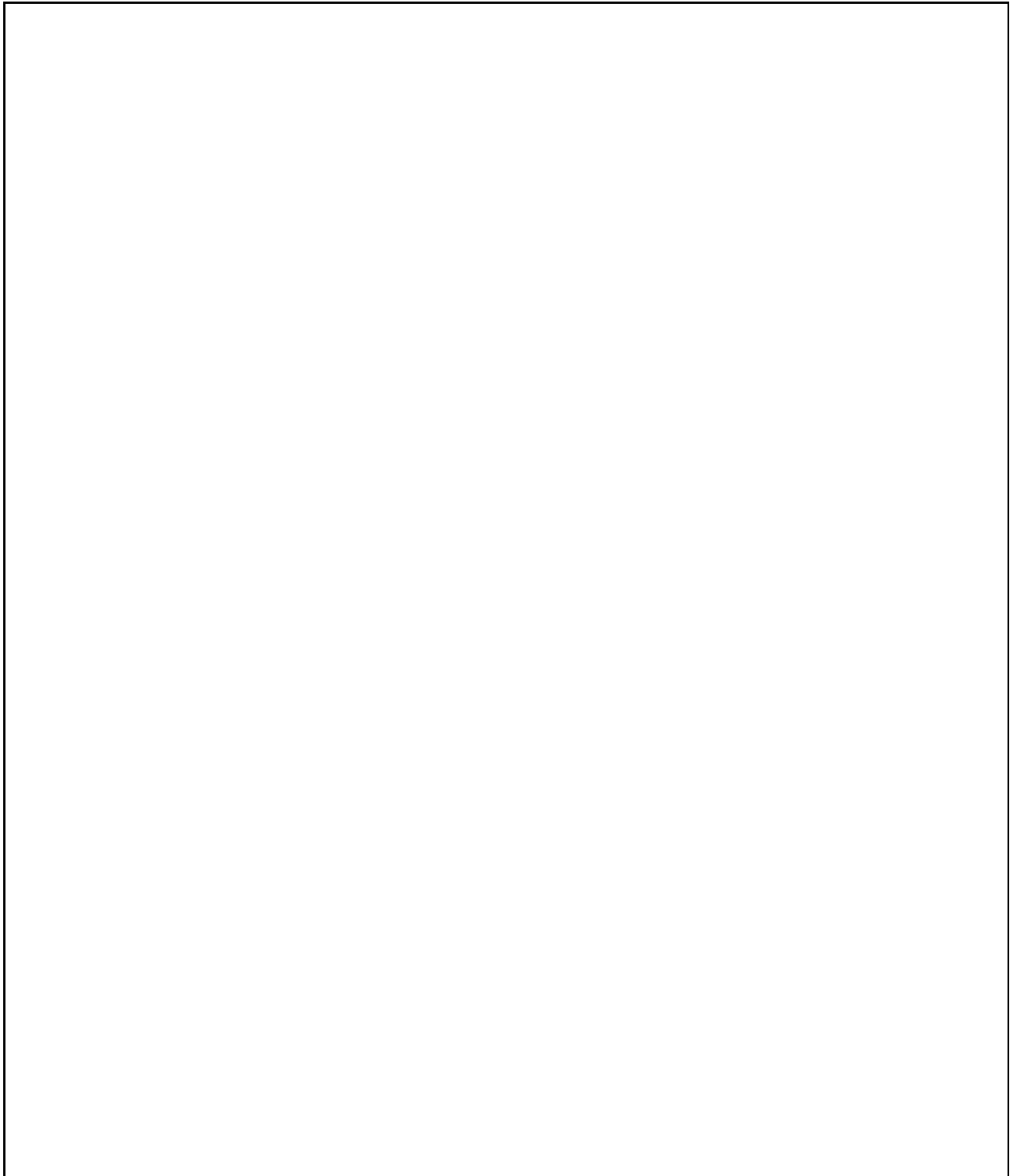


**12. Environmental Concerns:**

**If Yes please describe and list.**

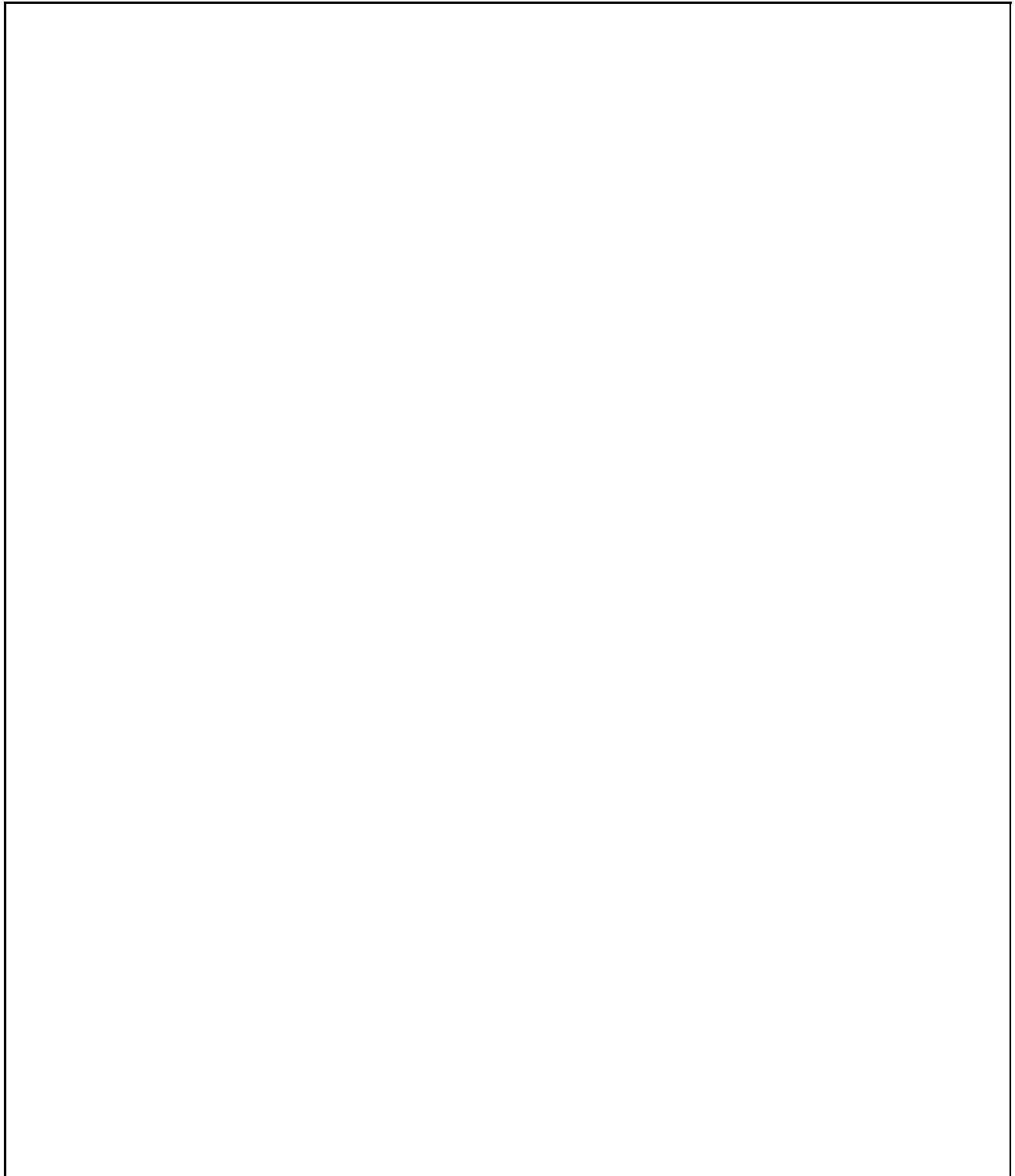
A large, empty rectangular box with a thin black border, intended for the user to describe and list any environmental concerns. The box occupies most of the page's vertical space below the instruction.

**13. Please explain why this location should be considered for an RSA**

A large, empty rectangular box with a thin black border, intended for the user to provide an explanation for why a location should be considered for an RSA. The box occupies most of the page's vertical space below the question.

**14. Are there plans to expand the area?**

(Transportation Oriented Development, Economic Development, housing, etc...)



**15. Any other pertinent information that is unique to this location?**

A large, empty rectangular box with a thin black border, intended for the user to provide any other pertinent information unique to the location.

**Thank you for completing the Community Connectivity application.**

**Please click on the "submit button" below and include the following attachments**

- 1 Location map (google, GIS) **(Required)**
- 2 Collision data (If available)
- 3 Traffic data (ADT or VMT) (If available)
- 4 Pedestrian/bicycle data (If available)



## **Salisbury Pathways Committee**

### *Eighteenth Meeting*

Date and Time: Monday, March 21, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, Downstairs Meeting Room, first floor.

Present: Natalia Smirnova, Pat Hackett, Kitty Kiefer, Peggy O'Brien (remotely by telephone).

### **Agenda**:

5:30 p.m. – call to order.

1. Approval of the minutes of February 29, 2016:

Minutes approved as written unanimously.

2. Peggy reports about the Main Street Investment Fund (MSIF):

Committee revisited the information in §§ 78 and 79 of the CT General Statutes (attachment in the minutes of January 11, 2016) and discussed provisions about the Main Street Investment Fund. Peggy pointed out that “under the act, municipalities can reimburse private commercial property owners for cosmetic and structural improvements to building exteriors, signs, lighting, and landscaping visible from the street, including streetscape, outdoor patios and decks, or decorative post lighting.” This provision, Peggy suggested, can help us encourage business owners to enhance the areas adjacent to the sidewalk.

3. Pat reports on finding about spending \$12,000 allocated in the Town budget for pathways

Committee the most efficient way:

Pat presented two scenarios:

- 1) All the work is done by the Town:

Cost of material for 4 foot wide 6 inch deep stone dust pathway = \$3.71 per foot;  
Number of feet using entire sum of \$12,000 = 3,232 feet or 0.61 miles;

- 2) All the work is sub-contracted:

Material and labor (see attached calculations);  
Number of feet using entire sum of \$12,000 = 1,843 feet or 0.35 miles.

The discussion followed about how to make sure that when DOT repaves Rt 44, the work would complement Committee's work on the pathway between Lakeville and Salisbury villages. Curtis Rand was to ask DOT about the coordination of this work. Kitty is to find out if Curtis has spoken to DOT.

4. Committee membership term limits:

Natalia reminded that at the Committee's meeting on August 11, 2014, the following terms were proposed and approved: Katherine Kiefer and Pat Hackett -- one year, Frank Shinneman and Natalia Smirnova 2 years, and Chris Williams 3 years -- three year terms and it is possible to re-up with maximum contiguous service of 9 years. (See approved minutes of August 11, 2014).

Committee recommended reappointing Katherine Kiefer and Pat Hackett for 3 years. Peggy replaced Frank Shinneman, so she is serving his term till August 2016.

Kitty is to present Committee's recommendation at the Selectmen's meeting for approval.

5. Citizens Comments: no citizens present.

6. New business:

Chris Williams reported that DOT is preparing to do work between Meadow Street and Brook Street. They will be replacing the pipe under the bridge across the brook. DOT will angle the pipe in such a way that the outlet of it will be beyond the sidewalk. This is good for us.

Meeting adjourns at 6:02 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on March 28, 2016.*

~~If all the work is subbed out...~~

Budget Number:	\$12,000
Material :	Stone dust
Material Cost:	\$25 per ton delivered
Length of workday:	8 hours
Productivity per day:	500 feet
Width of path:	4 feet
Depth of material:	6 inches
Density assumed of final product:	135 pcf
Tons of material used per workday:	74.25 tons (added 10%)
Cost for Material:	\$1,856.25 per day
Hourly Laborer with profit:	\$50.00
Daily cost of Laborer:	\$400.00
Hourly of Small Excavator:	\$125.00
Daily Cost of Excavator:	\$1,000.00
Daily Cost for full Day:	\$3,256.25
Number of Days in budget:	3.69 days
Feet of Pathway restored:	1,843 feet
	or
	0.35 miles

If all the work is ~~subbed out~~ done by fee Town:

Cost per foot of material:	\$3.71 per foot
Number of feet using entire sum:	3,232 feet
	or
	0.61 miles

## ***Salisbury Pathways Committee***

### *Nineteenth Meeting*

Date and Time: Monday, May 16, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, Downstairs Meeting Room, first floor.

Present: Natalia Smirnova, Pat Hackett, Kitty Kiefer, Chris Williams, Peggy O'Brien (remotely by telephone).

### **Minutes:**

5:33 p.m. – call to order.

1. Approval of the minutes of March 21, 2016:

Minutes approved as written unanimously.

2. Natalia reports about the Road Safety Audit done on April 11, 2016:

The State of Connecticut DOT came to Salisbury for the Road Safety Audit on Routes 44 and 41 on April 11, 2016. Pathways Committee members were all present at the event. Agenda and materials from RSA are attached. DOT will produce a report about the results of the audit and give it to the Committee. This document will be available to the public. The timeframe for this report production was set as 4-6 weeks.

Natalia followed up with the DOT, but received the following answer on May 10, 2016: "Hi Natalia - As you know, Salisbury is one of the first RSAs in the program, so we are working with CTDOT on report formats and overall content to be applied to all of the others - I will get back to you soon on timing - thanks for your inquiry. Stephen Gazillo."

We have to wait for the report. The report will give us an opportunity to substantiate our application for any grant money from the State. Meanwhile we should continue pursuing our priorities.

Discussion among the committee members followed. Overall, the consensus was that the RSA was a very positive experience. DOT representatives listened to our concerns, observed heavy traffic on Route 44/41, praised us for being very focused and organized.

3. Kitty reports on her presentation to the Salisbury Economic Development Committee:

Kitty attended the meeting of the Economic Development Committee and talked about our concern for safety of pedestrians walking around town. She pointed out that people walking around town and between villages improve commerce by walking into businesses, making impulse purchases, as well as going for lunch, walking with strollers and getting around in wheel chairs.

Kitty also said that Selectmen are very interested in improving the connectivity between villages, as well as providing opportunities to reach the town center from Lions Head and from Noble Horizons. We must continue to push the Pathways priorities to increase the visibility of our efforts.

4. Citizens Comments:

Safety of walking between the villages is the priority. People like to use Route 44/41 to walk between villages of Salisbury and Lakeville because there are lights along the road, and it is accessible through all four seasons. These two features distinguish this connection from the rail trail. Salisbury Pathways Committee is praised for making the connection between Salisbury and Lakeville villages as their first priority.

5. New business:

We have \$12,000 allocated in the approved town's budget. At the Selectmen's meeting on June 6, Kitty will inquire about how we can start using this money starting July 1. Meanwhile Pat should ask DOT if any paperwork needs to be filed for the purpose of revitalizing the path along Route 44/41 by using stone dust. After we get this cleared up, Kitty will be going to town's crew and organizing them to do the work.

Meeting adjourns at 6:15 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on May 24, 2016.*



## Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### Agenda

- Type of Meeting:** Road Safety Audit – Pedestrian Safety
- Attendees:** Invited Participants to Comprise a Multidisciplinary Team
- Please Bring:** Thoughts and Enthusiasm!!
- 1:00 PM**                      **Welcome and Introductions**
- Purpose and Goals
  - Agenda
- 1:15 PM**                      **Pre-Audit**
- Safety Procedures
  - Definition of Study Area
  - Issues
- 2:15 PM**                      **Audit**
- Visit Site
  - As a group, identify areas for improvements
- 3:30 PM**                      **Post-Audit Discussion / Completion of RSA**
- Review Site Specific Data:
    - Average Daily Traffic
    - Crash Data
    - Geometrics
  - Discussion observations and finalize findings
  - Discuss potential improvements and final recommendations
  - Next Steps
- 5:00 PM**                      **Adjourn for the Day – but the RSA has not ended**

#### Instruction for Participants:

- Before attending the RSA, participants are encouraged to observe the intersection and complete/consider elements on the RSA Prompt List with a focus on safety.
- All participants will be actively involved in the process throughout. Participants are encouraged to come with thoughts and ideas, but are reminded that the synergy that develops and respect for others' opinions are key elements to the success of the overall RSA process.
- After the RSA meeting, participants will be asked to comment and respond to the document materials to assure it is reflective of the RSA completed by the multidisciplinary team.





## Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### Audit Checklist

Pedestrians and Bicycles	Comment
<p><b>Pedestrian Crossings</b></p> <ul style="list-style-type: none"><li>• Sufficient time to cross (signal)</li><li>• Signage</li><li>• Pavement Markings</li><li>• Detectable warning devices (signal)</li><li>• Adequate sight distance</li><li>• Wheelchair accessible ramps<ul style="list-style-type: none"><li>○ Grades</li><li>○ Orientation</li><li>○ Tactile Warning Strips</li></ul></li><li>• Pedestrian refuge at islands</li><li>• Other</li></ul>	
<p><b>Pedestrian Facilities</b></p> <ul style="list-style-type: none"><li>• Sidewalk<ul style="list-style-type: none"><li>○ Width</li><li>○ Grade</li><li>○ Materials/Condition</li><li>○ Drainage</li><li>○ Buffer</li></ul></li><li>• Pedestrian lighting</li><li>• Pedestrian amenities (benches, trash receptacles)</li><li>• Other</li></ul>	

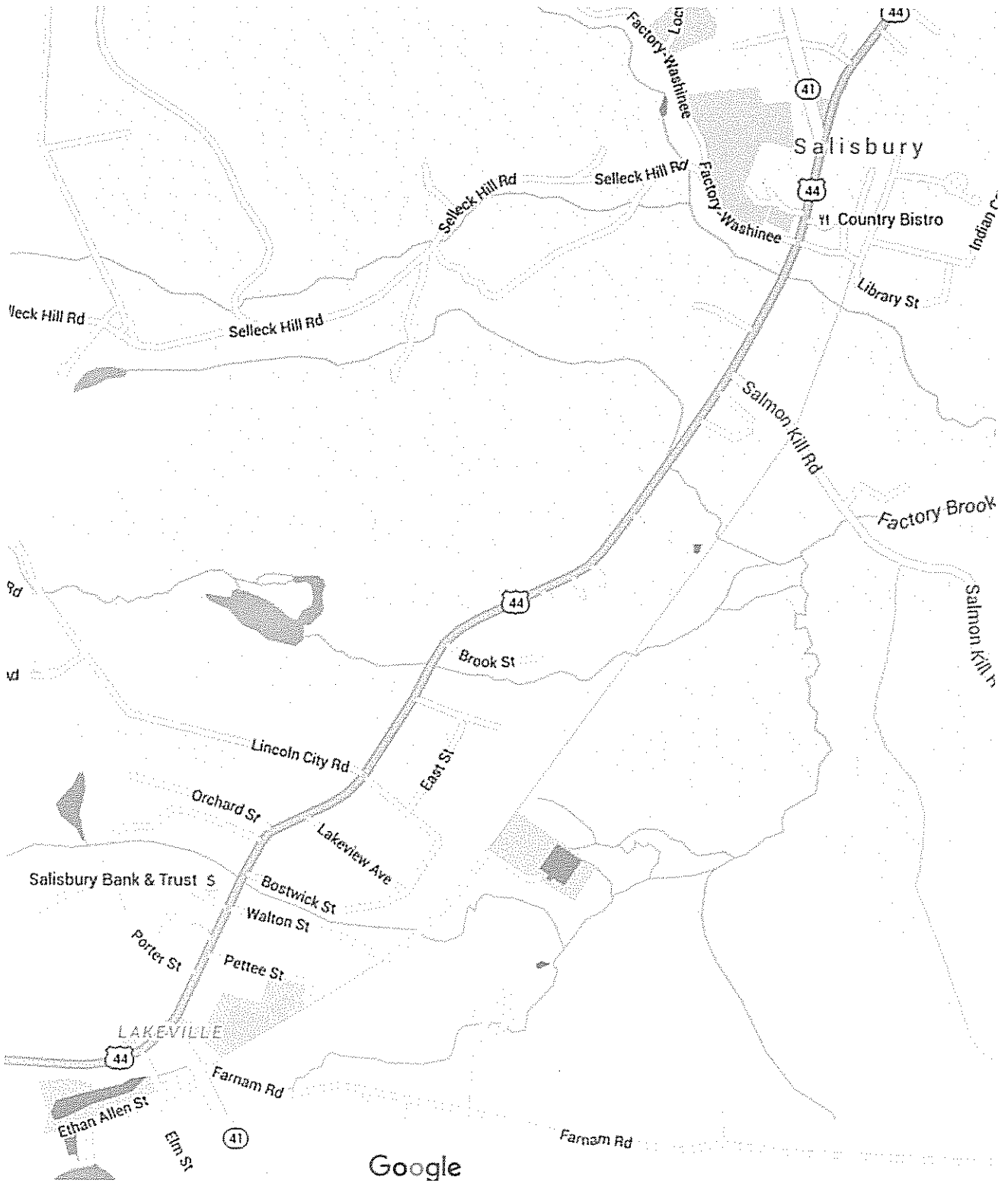


<b>Bicycles</b> <ul style="list-style-type: none"><li>• Bicycle facilities/design</li><li>• Separation from traffic</li><li>• Conflicts with on-street parking</li><li>• Pedestrian Conflicts</li><li>• Bicycle signal detection</li><li>• Visibility</li><li>• Roadway speed limit</li><li>• Bicycle signage/markings</li><li>• Shared Lane Width</li><li>• Shoulder condition/width</li><li>• Traffic volume</li><li>• Heavy vehicles</li><li>• Pavement condition</li><li>• Other</li></ul>	
--	--

<b>Roadway &amp; Vehicles</b>	
<ul style="list-style-type: none"><li>• Speed-related issues<ul style="list-style-type: none"><li>○ Alignment;</li><li>○ Driver compliance with speed limits</li><li>○ Sight distance adequacy</li><li>○ Safe passing opportunities</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Geometry<ul style="list-style-type: none"><li>○ Road width (lanes, shoulders, medians);</li><li>○ Access points;</li><li>○ Drainage</li><li>○ Tapers and lane shifts</li><li>○ Roadside clear zone /slopes</li><li>○ Guide rails / protection systems</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Intersections<ul style="list-style-type: none"><li>○ Geometrics</li><li>○ Sight Distance</li><li>○ Traffic control devices</li><li>○ Safe storage for turning vehicles</li><li>○ Capacity Issues</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Pavement<ul style="list-style-type: none"><li>○ Pavement Condition (excessive roughness or rutting, potholes, loose material)</li><li>○ Edge drop-offs</li></ul></li></ul>	



<ul style="list-style-type: none"><li>○ Drainage issues</li><li>● Lighting Adequacy</li></ul>	
<ul style="list-style-type: none"><li>● Signing<ul style="list-style-type: none"><li>○ Correct use of signing</li><li>○ Clear Message</li><li>○ Good placement for visibility</li><li>○ Adequate retroreflectivity</li></ul></li><li>● Proper support</li></ul>	
<ul style="list-style-type: none"><li>● Signals<ul style="list-style-type: none"><li>○ Proper visibility</li><li>○ Proper operation</li><li>○ Efficient operation</li><li>○ Safe placement of equipment</li><li>○ Proper sight distance</li><li>○ Adequate capacity</li></ul></li></ul>	
<ul style="list-style-type: none"><li>● Pavement Markings<ul style="list-style-type: none"><li>○ Correct and consistent with MUTCD</li><li>○ Adequate visibility</li><li>○ Condition</li><li>○ Edgelines provided</li></ul></li></ul>	
<ul style="list-style-type: none"><li>● Miscellaneous<ul style="list-style-type: none"><li>○ Weather conditions impact on design features.</li><li>○ Snow storage</li></ul></li></ul>	



Salisbury

41

44

Country Bistro

Library St

Salmon Kill Rd

Factory Brook

Salmon Kill

44

Brook St

Lincoln City Rd

East St

Orchard Sr

Lakeview Ave

Salisbury Bank & Trust S

Bostwick St

Walton St

Porter St

Pettee St

LAKEVILLE

44

Farnam Rd

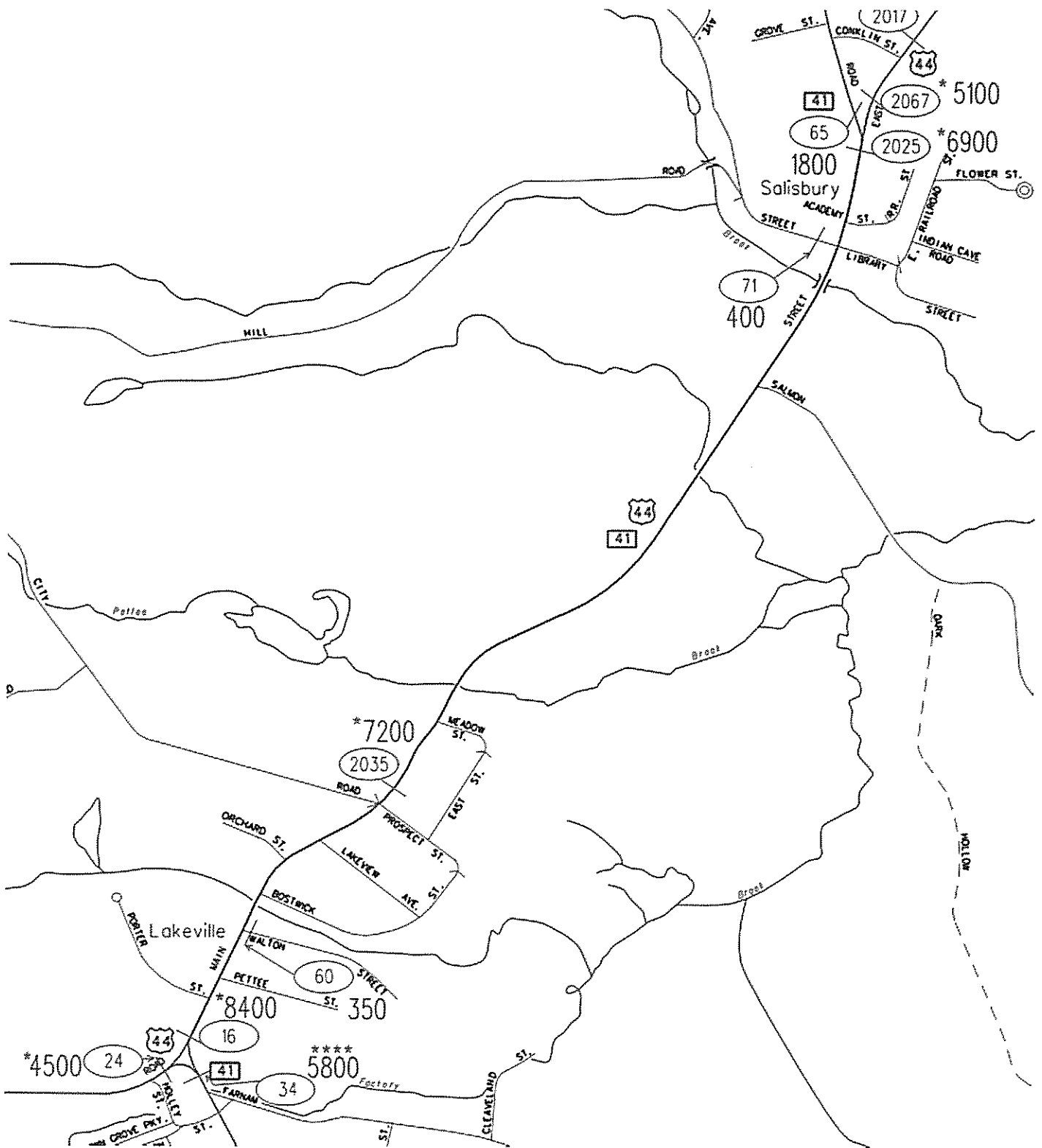
Ethan Allen St

Elm St

41

Farnam Rd

Google





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## Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### Fact Sheet

#### Functional Classification:

- Route 44 is classified as a Principal Arterial
- Route 41 is classified as a Major Collector

#### ADT

- Route 41(Sharon Rd) intersection with Route 44: **5,800**
- Route 44: spans **6,900 – 8,400**

#### Population and Employment Data (2014):

- Population: 3,708
- Employment: 2,046

#### Urbanized Area

- Routes 41 and 44 are not located within an Urbanized Area

#### Demographics

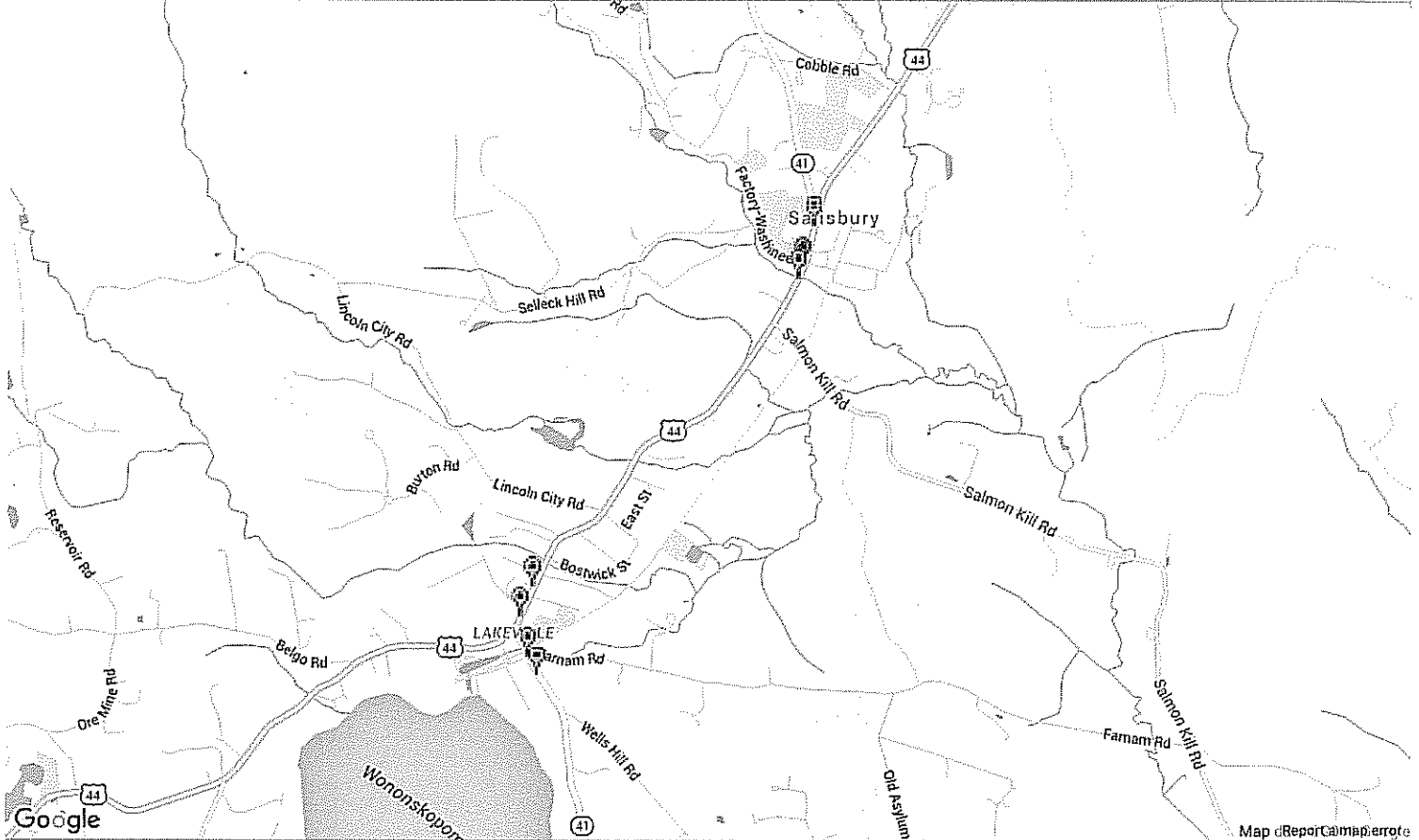
- The statewide average percentage below the poverty line is 10.31%. There are no areas in Salisbury exceeding the state's average.
- The statewide average percentage minority population is 30.53%. There are no areas in Salisbury exceeding the state's average.

#### Air Quality

- Salisbury's CIPP number 318
- Salisbury is within the Greater CT Marginal Ozone Area
- Salisbury is within a CO Attainment Area

**Search Criteria:**

**Dataset:** mmucc  
**Towns:** Salisbury  
**Town & Route:** Town:122 Route:41 Intersection:undefined Milepost:-  
**Town & Route:** Town:122 Route:44 Intersection:undefined Milepost:-  
**Crash Severity:** Injury of any type (Serious, Minor, Possible), Fatal (Kill), Property Damage Only  
**Body Type:** null, null, null  
**Condition at Time of Crash:** null, null, null  
**Driver Distracted By:** null, null, null  
**Non-motorist Distracted By:** null, null, null  
**Case Status:** Complete



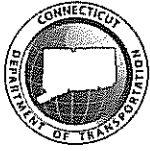
Injury of any type (Serious, Minor, Possible)
  Fatal (Kill)

Property Damage Only

This web site is exempt from discovery or admission under 23 U.S.C. 409.

[Connecticut Crash Data Repository](#)
[User Guide](#)
[Contact Us](#)





## Road Safety Audit – Salisbury

Meeting Location: Salisbury Town Hall  
Address: 27 Main Street  
Date: 4/11/2016  
Time: 1:00 PM

### Crash Summary

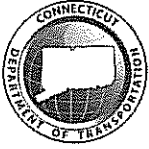
Data: 3 years (2012-2014)

2 accidents involved pedestrians, both resulted in injuries

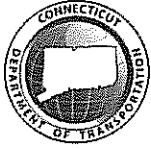
2 accidents involved bicyclists, both resulted in injuries

Severity Type	Number of Accidents	
Property Damage Only	42	79%
Injury (No fatality)	11	21%
Total	53	

Manner of Crash / Collision Impact	Number of Accidents	
Unknown	0	0%
Sideswipe-Same Direction	0	0%
Rear-end	26	49%
Turning-Intersecting Paths	9	17%
Turning-Opposite Direction	1	2%
Fixed Object	5	9%
Backing	3	6%
Angle	1	2%
Turning-Same Direction	1	2%
Moving Object	0	0%
Parking	4	8%
Pedestrian	2	4%
Overturn	0	0%
Head-on	0	0%
Sideswipe-Opposite Direction	0	0%
Miscellaneous- Non Collision	1	2%
Total	53	



Time		Number of Accidents	
0:00	0:59	0	0.0%
1:00	1:59	0	0.0%
2:00	2:59	0	0.0%
3:00	3:59	0	0.0%
4:00	4:59	1	1.9%
5:00	5:59	0	0.0%
6:00	6:59	1	1.9%
7:00	7:59	3	5.7%
8:00	8:59	1	1.9%
9:00	9:59	4	7.5%
10:00	10:59	3	5.7%
11:00	11:59	3	5.7%
12:00	12:59	4	7.5%
13:00	13:59	4	7.5%
14:00	14:59	8	15.1%
15:00	15:59	10	18.9%
16:00	16:59	4	7.5%
17:00	17:59	1	1.9%
18:00	18:59	3	5.7%
19:00	19:59	1	1.9%
20:00	20:59	2	3.8%
21:00	21:59	0	0.0%
22:00	22:59	0	0.0%
23:00	23:59	0	0.0%
<b>Total</b>		<b>53</b>	



---

## **Road Safety Audit – Salisbury**

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### **Post-Audit Discussion Guide**

#### **Safety Issues**

- Confirmation of safety issues identified during walking audit

#### **Potential Countermeasures**

- Short Term recommendations
  
  
  
  
  
  
  
  
  
  
- Medium Term recommendations
  
  
  
  
  
  
  
  
  
  
- Long Term recommendations

#### **Next Steps**

- Discussion regarding responsibilities for implementing the countermeasures (including funding)

## **Salisbury Pathways Committee**

### *Twentieth Meeting*

Date and Time: Monday, June 20, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, Downstairs Meeting Room, first floor.

Present: Natalia Smirnova, Pat Hackett, Chris Williams, Kitty Kiefer (remotely by telephone).

### **Minutes:**

5:32 p.m. – call to order.

1. Approval of the minutes of May 16, 2016;

Minutes approved unanimously as written.

2. Kitty reports on what was discussed on June 6 Selectmen’s meeting about our use of \$12,000 allocated in the approved town’s budget, and how we can start using this money starting July 1.

Kitty reported that the Selectmen are supportive of the pathways and \$12,000 can be used starting July 1.

3. Pat Hackett reports if any paperwork needs to be filed with the DOT for the purpose of revitalizing the path along Route 44/41 by using stone dust.

Pat reported that DOT Right of Way requires paperwork to be completed. Dave Clark, permit inspector of the state right of way, was contacted by Chris Williams and he said that there are regulations, which have to be followed. We need to work with the notion that we are “uncovering” the old sidewalks. We might get grandfathered in.

Pat will contact Dave again to find out about the paperwork as exploratory information just in case we need to file it.

4. Kitty reports on the plan to be going to town’s crew and organizing them to do the work on revitalizing the path along the Route 44/41.

On June 28, Kitty will go to the town garage and will talk to the crew about their schedule and if there is availability of time for them to devote to whatever work we will need to be done for the pathways.

5. Citizens Comments.

No citizens’ comments were made.

6. New business.

On June 20, 2016, Patrick Zapatka, Transportation Planner II, Intermodal Planning, Bureau of Policy and Planning, CT Department of Transportation, e-mailed the draft of the Road Safety Audit (RSA) report to Natalia Smirnova. Natalia disseminated this report to Pathways Committee members for review.

The e-mail said the following:

“Good morning Natalia,

The Connecticut Department of Transportation (CTDOT) has conducted a Road Safety Audit (RSA) on Route 44 to Lakeville in Salisbury as part of the statewide Community Connectivity Road Safety Audit Program. The draft RSA report is attached to the email.

You are the only person that the report has been distributed to, outside of the Department and our consultant. Therefore, the Department suggests that you distribute the report to any relevant attendees of the RSA for review and comment, if necessary. The Department also suggests that you contact the Local Traffic Authority (LTA) to review and comment on this document. The LTA is the first step in taking action towards all the recommendations stated in the report and their concurrence is imperative to implementing the alternatives. Once you have compiled all of the comments from the relevant parties (if any), please submit the report back to AECOM (and cc myself) so that the report can be finalized.

We ask that you review, comment, approve and return the attached RSA draft report by Wednesday, July 6, 2016.

The contact person to return all comments at AECOM is Stephen Mitchell at [Stephen.Mitchell@aecom.com](mailto:Stephen.Mitchell@aecom.com) and Kristin Hadjstylianos at [kristin.hadjstylianos@aecom.com](mailto:kristin.hadjstylianos@aecom.com)

If you have any questions, feel free to contact me.

Kind regards,  
Patrick Zapatka  
Transportation Planner II  
Intermodal Planning  
Bureau of Policy and Planning  
Department of Transportation  
Phone: (860) 594-2047  
Email: [patrick.zapatka@ct.gov](mailto:patrick.zapatka@ct.gov)  
Website: [www.ctconnectivity.com](http://www.ctconnectivity.com) ”

The report is attached to these minutes.

Only Kitty was able to read the draft before the meeting. She said that all the DOT recommendations were consistent with what we suggested to the RSA team during their visit. This was very reassuring.

The deadline for Salisbury's response to the draft with comments is July 6. We need to collect all comments, reconcile all of them, and then send to the DOT team by that date. We might ask for two weeks extension if we cannot get all the comments in or reconciled by July 6.

Kitty will e-mail the draft to the following people: Curtis Rand, Jim Dresser, Donny Read, and Officer Sorell. She will ask them to give their comments by July 1.

Kitty will get on the agenda for the Selectmen's meeting on June 27 to make this report available for the public discussion.

Meeting adjourns at 6:15 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on June 26, 2016.*



**COMMUNITY**  
connectivity program

# Salisbury

Route 44 Salisbury to Lakeville – Road Safety Audit

DRAFT



**AECOM**

Built to deliver a better world



DRAFT

Acknowledgements:

OFFICE OF INTERMODAL PLANNING  
BUREAU OF POLICY AND PLANNING  
CONNECTICUT DEPARTMENT OF TRANSPORTATION

With assistance from AECOM Transportation Planning Group

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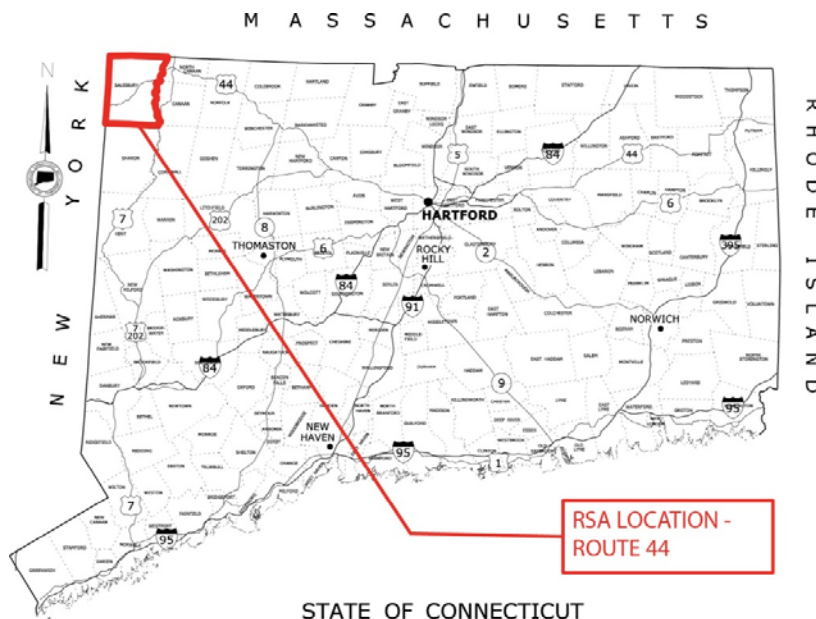
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The Connecticut Department of Transportation (CTDOT) is undertaking a Community Connectivity Program that focuses on improving the state's transportation network for all users, with an emphasis on bicyclists and pedestrians. A major component of this program is conducting Road Safety Audits (RSA's) at selected locations. An RSA is a formal safety assessment of the existing conditions of walking and biking routes and is intended to identify the issues that may discourage or prevent walking and bicycling. It is a qualitative review by an independent team experienced in traffic, pedestrian, and bicycle operations and design that considers the safety of all road users and proactively assesses mitigation measures to improve the safe operation of the facility by reducing the potential crash risk frequency or severity.

The RSA team is made up of CTDOT staff, municipal officials and staff, enforcement agents, AECOM staff, and community leaders. An RSA Team is established for each municipality based on the requirements of the individual location. They assess and review factors that can promote or obstruct safe walking and bicycling routes. These factors include traffic volumes and speeds, topography, presence or absence of bicycle lanes or sidewalks, and social influences.

Each RSA was conducted using RSA protocols published by the FHWA. For details on this program, please refer to [www.ctconnectivity.com](http://www.ctconnectivity.com). Prior to the site visit, area topography and land use characteristics are examined using available mapping and imagery. Potential sight distance issues, sidewalk locations, on-street and off-street parking, and bicycle facilities are also investigated using available resources. The site visit includes a "Pre-Audit" meeting, the "Field Audit" itself, and a "Post-Audit" meeting to discuss the field observations and formulate recommendations. This procedure is discussed in the following sections.



# 1 Introduction to Main Street, Salisbury RSA

The Town of Salisbury Pathways Committee submitted an application to complete an RSA on Main Street to improve safety for pedestrians and bicyclists travelling along the corridor between Salisbury Center and the Lakeville section of town. This corridor, which is designated as US Route 44 and State Route 41, experiences high traffic volumes and speeds, but has limited sidewalks. This has resulted in concerns for pedestrians and cyclists through this area. The Salisbury Central School is located adjacent to Main Street at Lincoln City Road. The planned emergency evacuation route for the school involves crossing Main Street and travelling easterly to the Town's fire department facility at Brook Street. This path does not currently have sidewalks for its entire length.

The Town of Salisbury's application contained information on traffic volumes, crash data, and mapping of the corridor. The application and supporting documentation are included in Appendix A.

## 1.1 Location

The RSA site is the section of Main Street (US Route 44 and State Route 41) between Salisbury Center and the Village of Lakeville (Figure 1). The Average Daily Traffic (ADT) on Main Street near the Prospect Street intersection is 7,200 vehicles per day (vpd). Main Street consists of a single lane in each direction, separated by a double yellow center line. There are striped shoulders on each side of the road, with widths that vary from less than one foot to over 10 feet.

All intersections throughout the study area are controlled by side-street stop signs, with the exception of the Lincoln City Road intersection, which is controlled by a traffic signal.

This section of roadway contains a significant number of driveways, adding complexity to walking and bicycling maneuvers through the area.

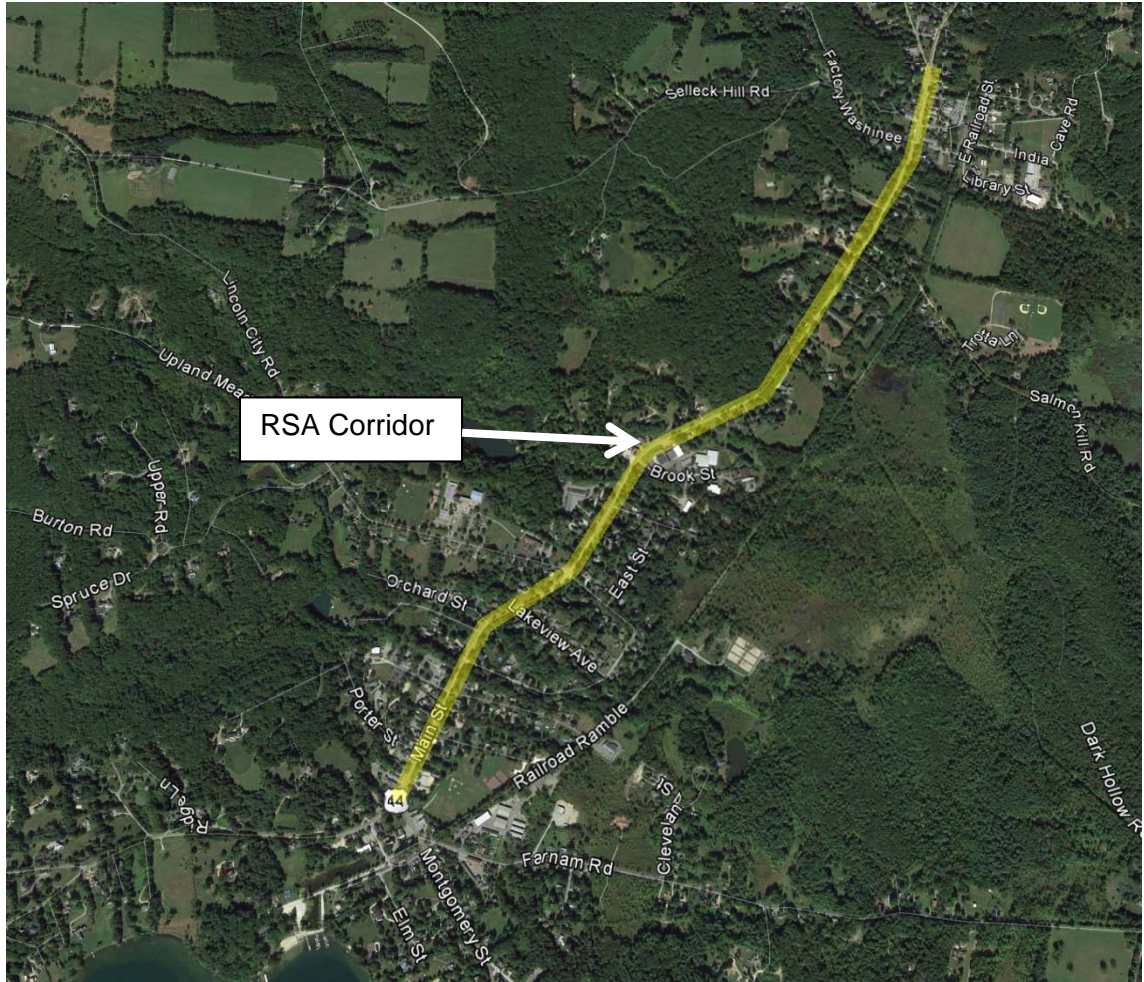


Figure 1. Main Street (US Route 44 & State Route 41), Salisbury





Figure 2. Study Area – Regional Context

## 2 Pre-audit Assessment

### 2.1 Pre-audit Information

As noted above, traffic volumes are significant along this corridor, given the rural nature of this town. This is primarily because Route 44 is the only major east/west facility in the area, and because it is coincident with Route 41, which is a major north/south route. As a result, this portion of Main Street carries traffic to and through the town from other areas in all directions.

Although the crash history in this area is relatively low, there were two accidents involving pedestrians and two involving bicyclists between 2012 and 2014. **Error! Reference source not found.**<sup>3</sup> displays crashes that occurred in this area during 2015.

Severity Type	Number of Accidents
---------------	---------------------

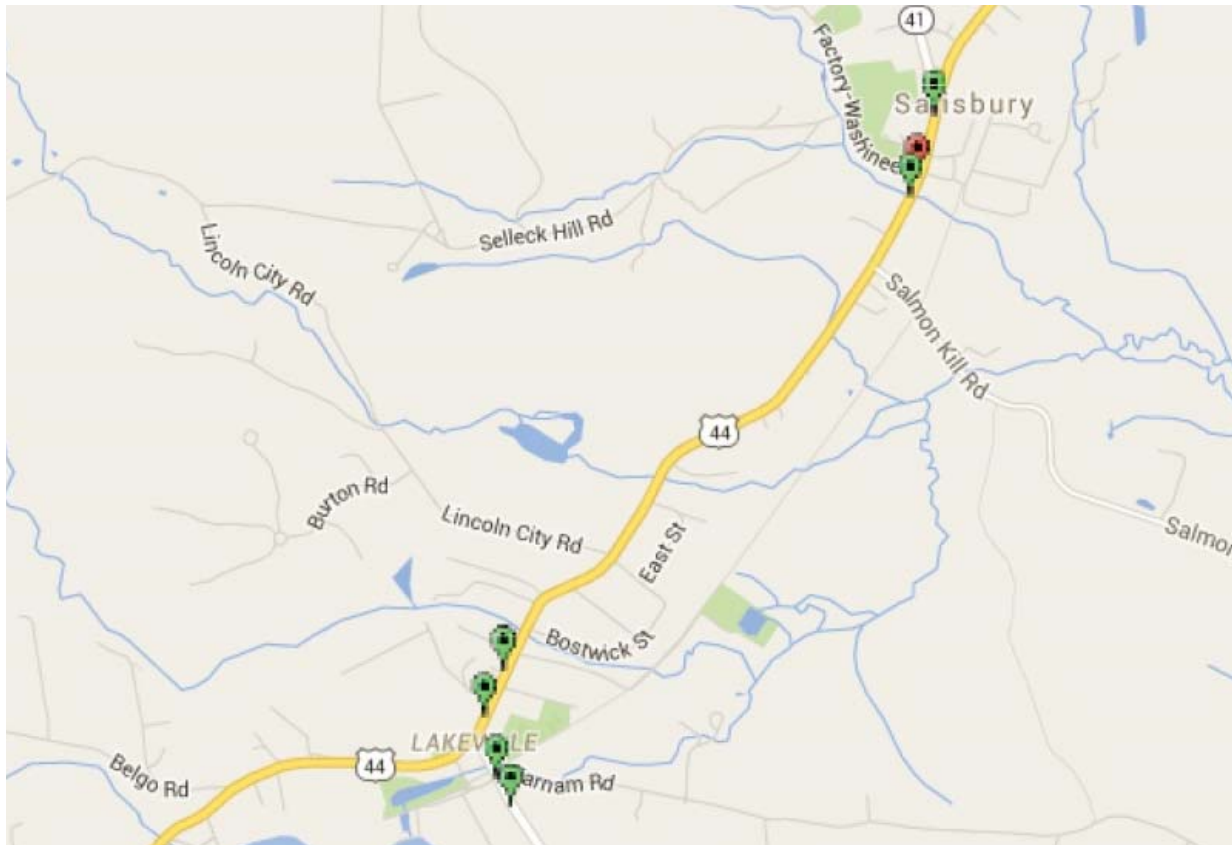
Property Damage Only	42	79%
Injury (No fatality)	11	21%
Total	538	

**Table 1. Crash Severity**

Source: UConn Connecticut Crash Data Repository

Manner of Crash / Collision Impact	Number of Accidents	
Unknown	0	0%
Sideswipe-Same Direction	0	0%
Rear-end	26	49%
Turning-Intersecting Paths	9	17%
Turning-Opposite Direction	1	2%
Fixed Object	5	9%
Backing	3	6%
Angle	1	2%
Turning-Same Direction	1	2%
Moving Object	0	0%
Parking	4	8%
Pedestrian	2	4%
Overturn	0	0%
Head-on	0	0%
Sideswipe-Opposite Direction	0	0%
Miscellaneous- Non Collision	1	2%
Total	53	

**Table 2. Crash Type**



**Figure 3. Crashes that Occurred in 2015 (Connecticut Crash Data Repository)**

To improve connectivity within the town, Salisbury created the Pathways Committee in August, 2014. The committee works to identify pedestrian and bicyclist connectivity issues and to help foster a biking and walking community. The top priority of the committee is to enhance pathways between the Village of Lakeville and Salisbury Center in order to provide a safe walking route for pedestrians. Although there is a trail, known as the “Railroad Ramble” that is roughly parallel to Main Street, its distance from Main Street and its relatively difficult accessibility do not make it a viable pedestrian option. Furthermore, the unpaved path is not maintained during winter months, making it unpassable for portions of the year.

Currently there is a 0.8 mile gap in sidewalks along the corridor connecting the communities. The sidewalk gap occurs at a crucial location between the Salisbury Central School on Lincoln City Road and the emergency shelter located in the Fire Station on Brook Street. In the event of an emergency, students would be required to walk in the roadway for approximately 500 feet between Meadow Street (where the sidewalk ends) and the fire station shelter, crossing over the Pettee Brook culvert where the road is narrow and lacks any shoulder.

A second concern is related to the nearby Appalachian Trail, which crosses Canaan Road (Route 44) in the vicinity of Cobble Road, approximately ½ mile from Salisbury Center. The trail intersects Canaan Road from the west and from the east at two locations separated by roughly 1200 feet. This requires hikers to walk along the shoulder of Canaan Road for this distance,



and to cross Canaan Road at some point in between. There are no marked crosswalks in this area. Shoulders are narrow at some locations, such as the bridge crossing Moore Brook.

In addition, hikers regularly leave the trail to come into town, and must walk in the street for approximately 2000 feet, as there are no sidewalks in this area.

DRAFT

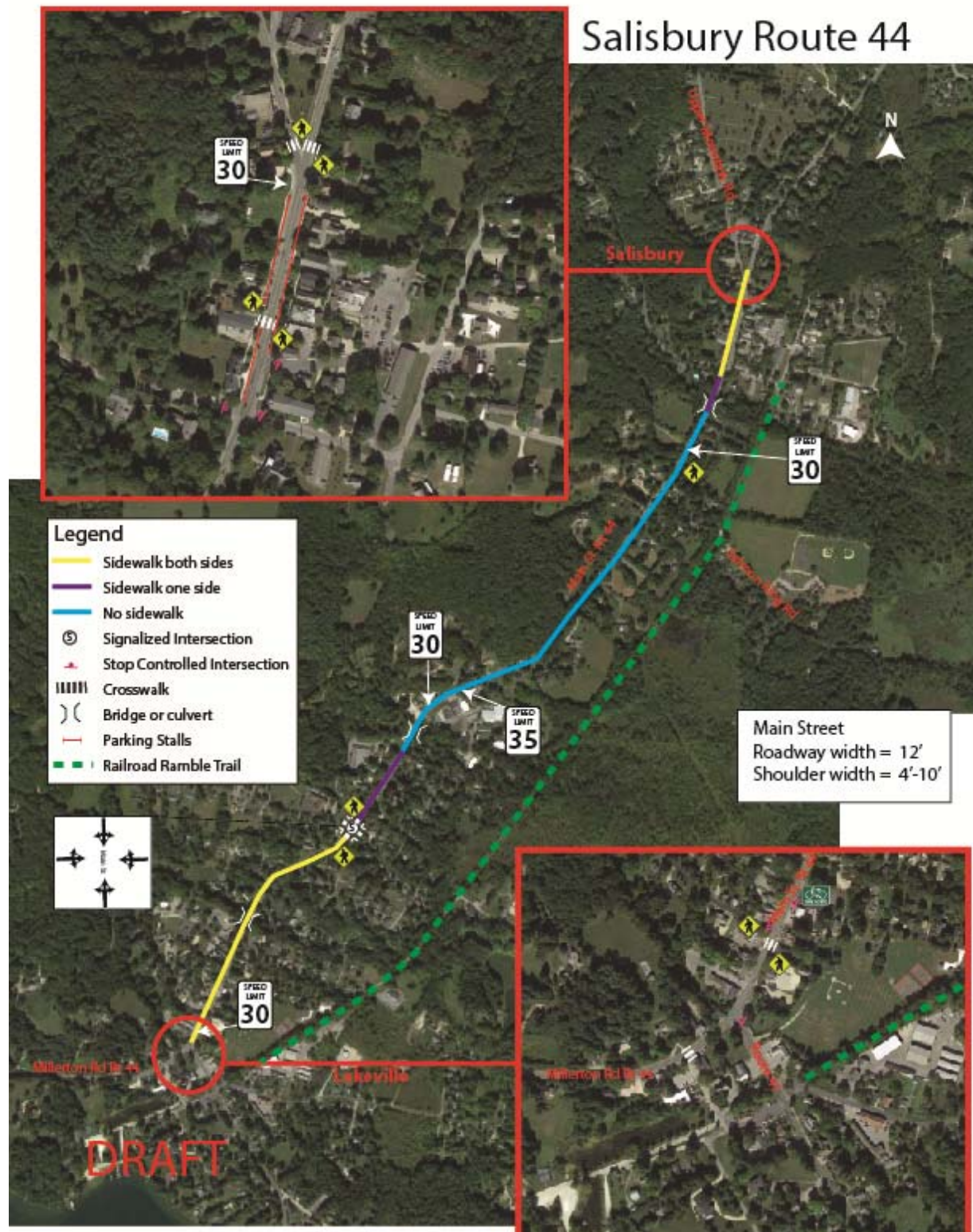


Figure 4. Main Street Road Geometrics

## Salisbury - Route 44 Street Inventory

From	To	Distance	Lane width	Sidewalk				Curb	Parking	Shoulder	Ramps	
				Side	Type	Width	Condition				Exist	Compliant
Route 41	Lincoln City Road	0.6 miles	12'	East	Concrete	5'	Good	None	No	4'	Yes	Yes
				West	Concrete	5'	Good	None	No	4'	Yes	Yes
Lincoln City Road	Meadow Street	700 ft	12'	East	Concrete	5'	Good	Asphalt	No	4'	Yes	Yes
				West	None	None	None	Asphalt	No	4'	None	None
Meadow Street	Vachocastinook Cree	0.8 miles	12'	East	None	None	None	None	No	4'	Yes	No
				West	None	None	None	None	No	4'	None	None
Vachocastinook Cree	Library Street	400 ft	12'	East	Asphalt	4'	Good	Asphalt	Yes	8'	Yes	No
				West	None	None	None	Granite	Yes	8'	None	None
Library Street	Upper Mountain Road	800 ft	12'	East	Concrete	5'	Good	None	Yes	10'	Yes	Yes
				West	Concrete	5'	Good	None	Yes	10'	Yes	Yes

\*CONDITION – “Good” is Serviceable Condition that meets current design standards. “Fair” is generally serviceable, but may need minor repairs, or may not completely align with current design standards. “Poor” is not serviceable, and generally inadequate for continued long-term use.

Table 3. Street Inventory

## 2.2 Prior Successful Effort

The “Center” of Salisbury generally has sidewalks located on both sides of Main Street (Route 44/41). Parking areas are well defined, crosswalks are well marked and signage is appropriate. “Bump-outs” are provided at the mid-block crossing just north-east of Town Hall. These sidewalks continue to the East Main Street / Under Mountain Road intersection (Route 44 and 410, and a single asphalt sidewalk continues through the triangle park, stopping just short of Conklin Street.

A paved, defined pedestrian path is available between the Salisbury Central School and Main Street (Route 44/41), and on both sides of Main Street into the Village of Lakeville. The signalized intersection of Lincoln City Road and Main Street provides an actuated, exclusive pedestrian crossing, with marked crosswalks on all four legs of the intersection. The sidewalk also extends to the north-east on the south side of Main Street, but terminates at Meadow Street, approximately 500 feet before the Brook Street intersection.

## 2.3 Pre-Audit Meeting

The RSA was conducted on April 11, 2016. The Pre-Audit meeting was held at 1:00 PM in the Town Hall located at 27 Main Street in Salisbury.

The RSA Team was comprised of staff from AECOM, staff from CTDOT, representatives from several Salisbury departments including the Board of Selectman, Pathways Committee, Board of Education, and the Resident State Trooper. The complete list of attendees can be found in Appendix B.

Several items were presented for general information prior to conducting the Audit in the field:

- CTDOT has placed new emphasis on all users of the highway facilities, not just automobiles.
- The corridor is designated a scenic road.
- A significant percentage of the residents are second home owners.
- There is high pedestrian activity in this corridor, especially in the summer. The corridor is narrow and lacks continuous sidewalks.
- The Appalachian Trail crosses Route 44 (Canaan Road) north of Salisbury center, in a dog-leg that requires hikers to use Canaan Road in an area restricted by a bridge and with generally narrow shoulders. Many hikers access the town center from the trail on Route 44.
- In the last five years bicycle traffic along the corridor has increased significantly.
- There are two private schools on opposite sides of town. Students use Main Street to travel between the schools or to get into town.
- The middle/elementary school is located on Lincoln City Road just off the corridor. The emergency shelter for the school is at the Fire Station on Brook Street but the sidewalk only extends to Meadow Street, placing the evacuation route in the roadway.
- Route 44 is scheduled to be repaved this summer; could the lanes be narrowed or lines adjusted to better accommodate bicycle traffic?
- There are several culverts that create narrow pinch points along the road.



- Historically, there were sidewalks along the corridor, but over time they were removed or neglected as the corridor was developed.
- It is preferred that pathways be made of stone dust or other porous materials that are a natural approach for the sidewalks. It must also be ADA compliant and not a maintenance problem.
- Cyclists must go with the flow of traffic, unless it is a separate multi use path.
- The impact of widening the shoulders should be investigated.

### 3 RSA Assessment

#### 3.1 Field Audit Observations

The team visited the Culvert by Brook Street as it is a representative section of the road, and demonstrates a critical pinch-point in the sidewalk system. The following items were noted:

- A cyclist was observed on the road.
- The pavement is deteriorating in many places along the corridor. It is heavily cracked. (Figure 5).
- Drainage is a concern, particularly on the south/east side of the culvert. The home owner installed a swale to channel water from the road away from his property and toward the stream (Figure 6).
- The road by the culvert is eroding in places (Figure 7). This is most likely from water draining off of the road into the stream without a positive drainage system.
- The guide rail for the culvert is an old wire rope rail. It appears to not meet current standards (Figure 8).
- Lanes appear to be 12' in width, and shoulders are generally 4' in width, except at the culvert crossing where the shoulders are narrower.
- The sidewalk ends on the south side of the road a few hundred feet south of the culvert.
- When a fire truck leaves the station, someone must stand out at the Brook Street intersection to direct traffic.
- The headwall of



Figure 5. Deteriorating Pavement



Figure 6. Drainage Issues



Figure 7. Eroding Roadway at



the culvert and crib walls are old and falling apart.

- The culvert is in better condition on the north/west side.
- In order for the school to access the emergency shelter, students must walk in the road between the end of the sidewalk and Brook Street, the shoulder narrows over the culvert requiring individuals to walk in the roadway. This also places students walking toward the shelter on the wrong side of the road (walking with traffic).
- Is it possible to place an emergency-vehicle signal at Brook Street with pedestrian crossing phases?

Other findings along the corridor

- The roadway is not always centered in the right-of-way.
- East of the fire station there are large protected Elm trees near the road edge (Figure 9).
- The "Railroad Ramble" rail trail is owned by the town, and parallels this route. It is grass (not paved) and is not maintained in the winter.
- There is access off Brook Street for the rail trail but it is poorly marked. The town recently converted Brook Street to a public way and will soon be designating parking.
- There are places along the corridor where old sidewalk beds are visible.
- The Appalachian Trail from the west intersects Cobble Street west of Route 44, and from the east, it intersects Route 44 north of Lions Head. As a result, trail users must use Route 44 between these segments, and must cross the narrow bridge over Moore Brook (Figure 10).

Figure 8. Inadequate Guide Rails



Figure 9. Protected Elm Trees



Figure 10. Narrow Bridge Crossing

### 3.2 Post Audit Workshop - Key Issues

- All crossings and sidewalks must meet DOT requirements and be ADA compliant. Sidewalks must be 5' wide with no more than 2% cross-slope. Longitudinally, they can follow the existing grade of the roadway.

- Given the traffic volume, crash rates are low; this indicates that the road users are generally familiar with the road.
- There were two incidents involving pedestrians within the last year; one was a jay-walker.
- Half of all crashes are rear-ends, indicative of the large number of driveways and turning movements.
- If the sidewalk is extended over the Brook Street culvert on the south side, pedestrians could cross Main Street at the existing traffic signal. However, this would entail a large culvert reconstruction project. Placing the sidewalk on the north side would be easier but would require a pedestrian crossing at Brook Street. Sight lines appear to be adequate at this location.
- There is very little positive drainage along the road. This must be addressed if curbing and sidewalk are added.
- Sidewalks can be built in sections; it does not have to be all at once. The same material is not required everywhere. For example, it would not be recommended that stone dust be used by the school.
- The DOT is resurfacing this road this summer and it is now a common practice for DOT to narrow road widths to 11 feet to have wider shoulders and accommodate bicycles.

## 4 Recommendations

From the discussions during the Post-Audit meeting, the RSA team compiled a set of recommendations that are divided into short-term, mid-term, and long-term categories. For the purposes of the RSA, **Short-term** is understood to mean modifications that can be expected to be completed very quickly, perhaps within six months, and certainly in less than a year if funding is available. These include relatively low-cost alternatives, such as striping and signing, and items that do not require additional study, design, or investigation (such as right-of way acquisition.) **Mid-term** recommendations may be more costly and require establishment of a funding source, or they may need some additional study or design in order to be accomplished. Nonetheless, they are relatively quick turn-around items, and should not require significant lengths of time before they can be implemented. Generally, they should be completed within a window of eighteen months to two years if funding is available. **Long-term** improvements are those that require substantial study and engineering, and may require significant funding mechanisms and/or right-of-way acquisition. These projects generally fall into a horizon of two or more when funding is available.

### 4.1 Short Term

1. The locations of existing buried sidewalk should be investigated, and sidewalk should be uncovered for use until more permanent solutions can be realized. In some cases, sidewalk may not be suitable due to its condition, grading or drainage issues. It is recognized that this will create a discontinuous



Figure 11. Typical Bicycle Lane

system, but it will define locations where sidewalk may be useable, and locations where it is missing or unusable. This information can lead to a definitive plan for constructing a continuous sidewalk.

2. When CTDOT resurfaces the road this summer, it will provide an opportunity to restripe to maximize the shoulder width. Consideration should be given to stripe the shoulders as bicycle lanes ().
3. Clear brush to create a pathway connection between Brook Street and the Railroad Ramble.
4. Improve Wayfinding signage related to the town center, nearby landmarks, the Appalachian Trail, the Railroad Ramble, Lakeville, educational facilities, etc.
5. Conduct the necessary study to determine the feasibility of installing a joint emergency-vehicle signal and pedestrian crossing signal at Brook Street.

Figure 13 depicts these recommendations.

Figure 12. Typical Wayfinding Sign



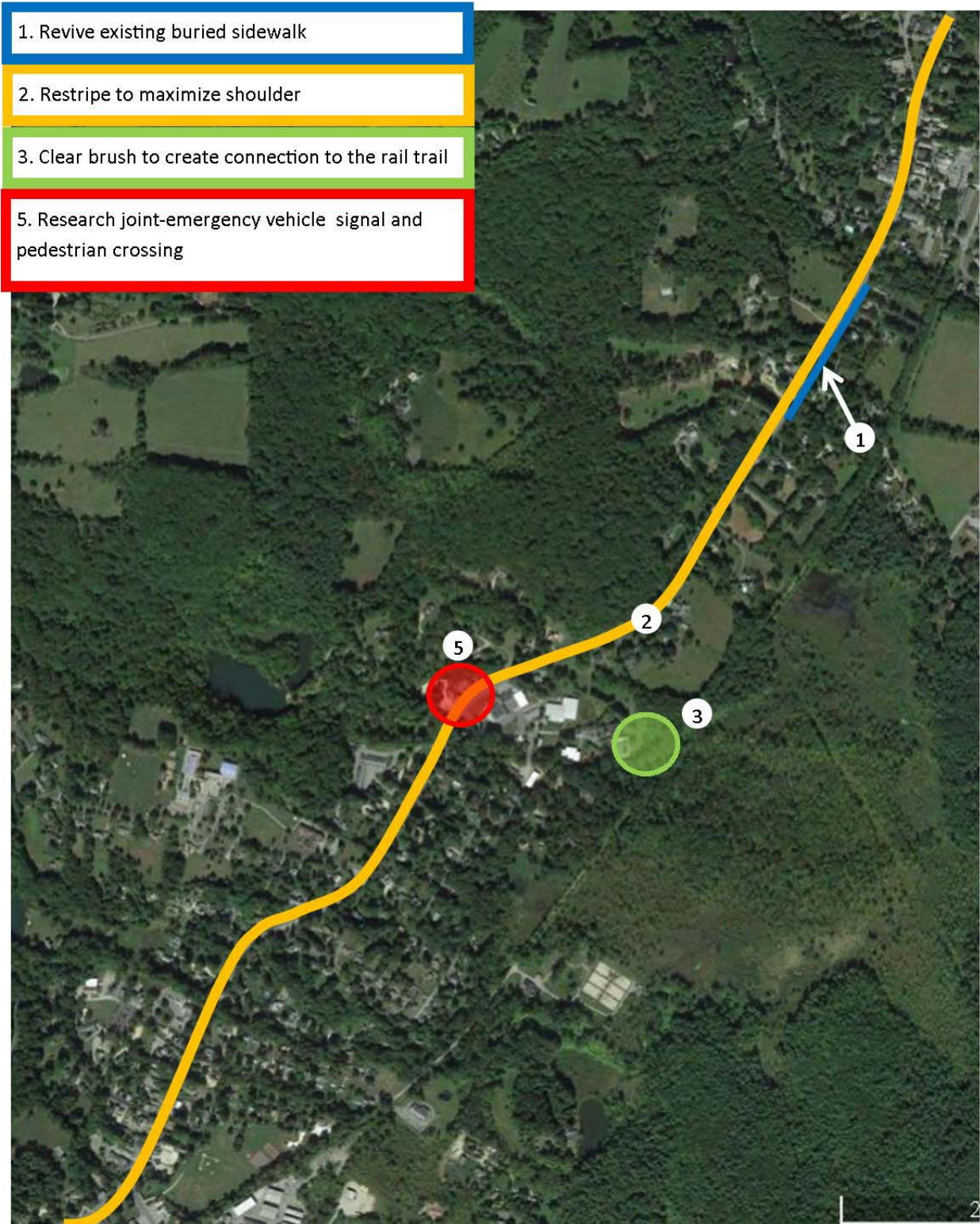


Figure 13. Short Term Recommendations

## 4.2 Medium Term

1. Connect the school and emergency shelter with a sidewalk on the North side of the road if research shows a signal is possible.
  - a. Add pedestrian bridge over the brook.
  - b. Install actuated pedestrian signal and crosswalk in conjunction with emergency vehicle signal.
2. Improve Rail Trail crossing on Salmon Kill Road (signing, striping, some grading and clearing).

Figure 14 depicts some of the recommendations along Main Street.

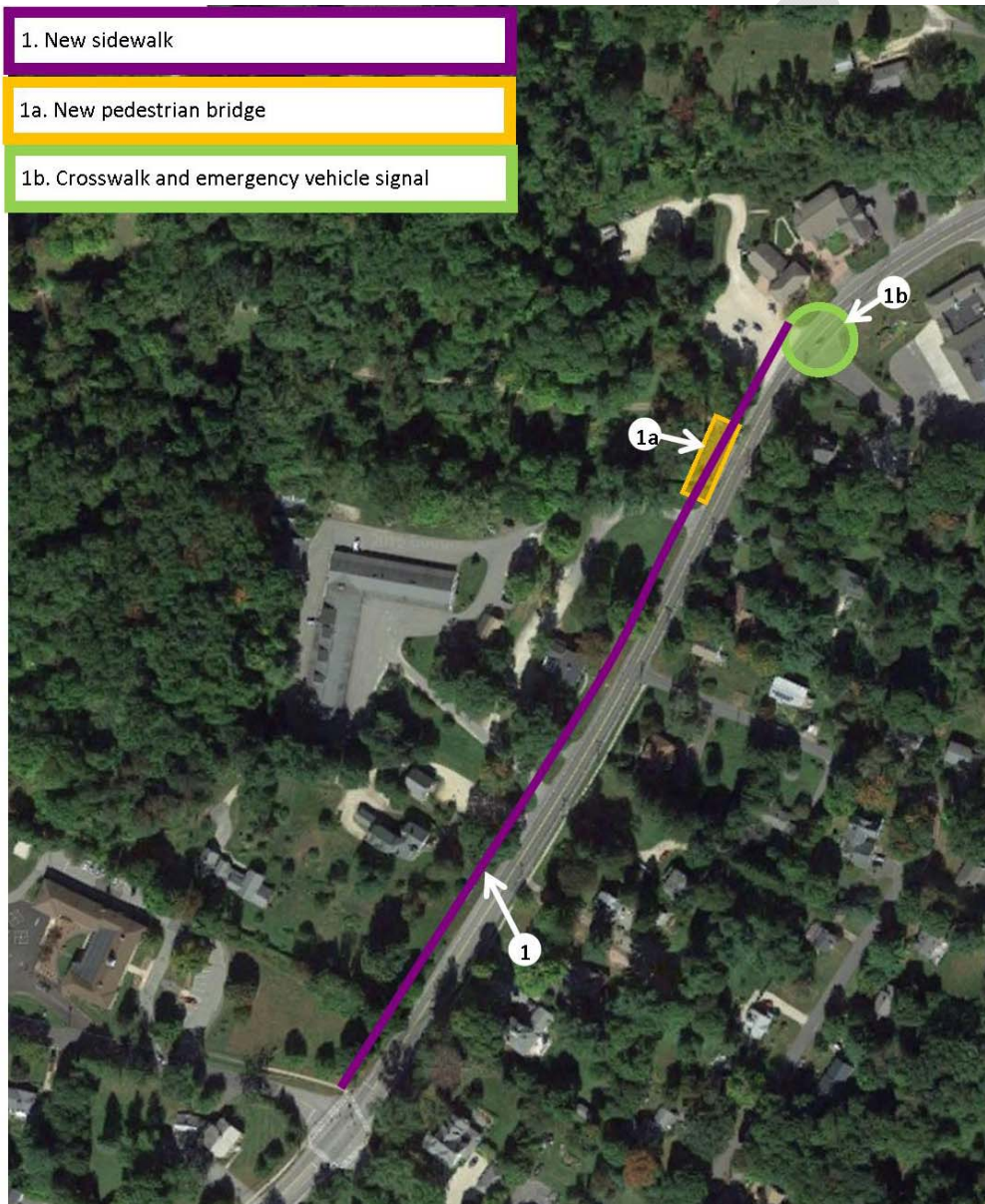


Figure 14. Medium Term Recommendations



### 4.3 Long Term

1. Install missing sidewalk between Salisbury center and Brook Street.
2. Install missing sidewalk between Meadow Street and Brook Street, including the reconstruction of the culvert over Pettee Brook.
3. Construct the missing portion of the Appalachian Trail along Canaan Road (Route 44) between Cobble Road and the easterly trail head, and pedestrian crossing of Canaan Road. This will require the crossing of Moore Brook, either by widening the existing Route 44 structure or building an additional structure adjacent to the roadway.
4. In conjunction with the construction of the sidewalks and trail, a number of factors must be considered, including:
  - a. Proper signing, striping, traffic controls, and wayfinding,
  - b. Drainage issues and considerations, including environmental impact,
  - c. Choice of materials that consider runoff, maintenance, projected usage, and aesthetics.
  - d. Impact on grading, wetlands and significant vegetation.

Figure 16 depicts some of these recommendations.



Figure 15. Typical Trail Crossing

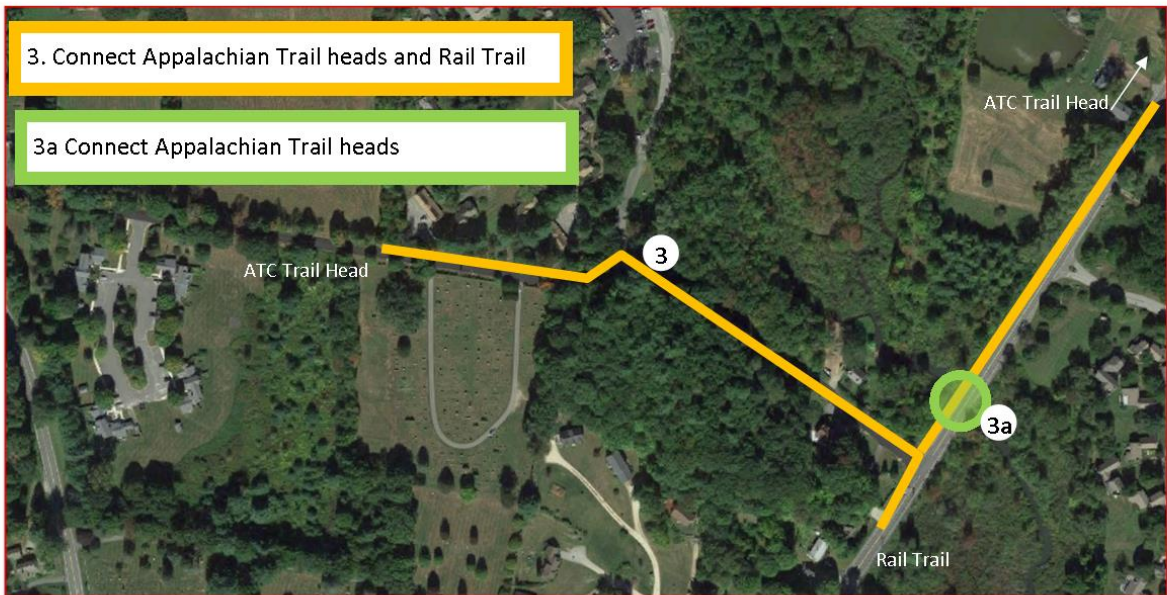
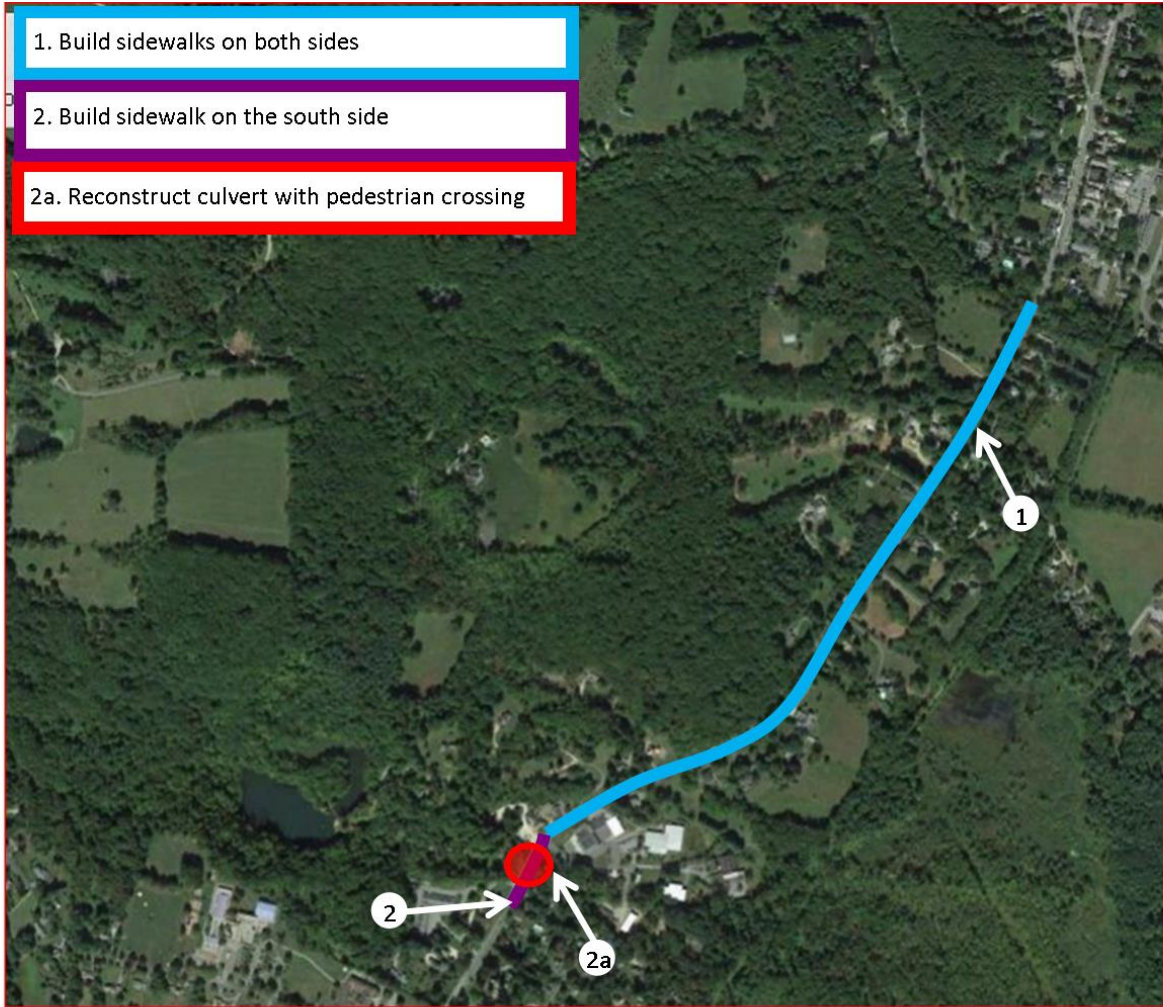


Figure 16. Long Term Recommendations

#### 4.4 Summary

This report documents the observations, discussions and recommendations developed during the successful completion of the Town of Salisbury RSA. It provides Salisbury with an outlined strategy to improve the transportation network for all road users between Lakeville and Salisbury, particularly focusing on pedestrians and cyclists. Moving forward, Salisbury may use this report to prepare strategies for funding and implementing the improvements, and as a tool to plan for including these recommendations into future development along Route 44.

DRAFT

## ***Salisbury Pathways Committee***

### *Twenty Second Meeting*

Date and Time: Monday, October 17, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, in front of town hall – on the steps.

Present: Natalia Smirnova, Pat Hackett, Chris Williams, Kitty Kiefer.

### **Minutes:**

5:30 p.m. – call to order.

1. Approval of the minutes of July 18, 2016.

Minutes approved unanimously.

2. Kitty reports on the memo from DOT to selectmen about the Master Municipal Agreement for Preliminary Engineering Projects from August 15, 2016.

Kitty reported that the memo says that everything we do that involved DOT should be signed by Curtis Rand within the Master Municipal Agreement for Preliminary Engineering Projects (MMAPE).

Memo is attached to these minutes.

3. Pat Hackett reports if he talked to the Town to see if we can be covered by the Town's liability insurance. If we can be covered, then Pat and Chris Williams will volunteer to "probe" the situation with the old sidewalk along the 41/44.

Pat reported that Curtis Rand said that Committee members are covered under the Town's liability insurance. This means that Pat and Chris may start "probing" the old sidewalks connecting Salisbury and Lakeville villages. The deadline for Pat and Chris to do the probing is the next meeting of the Committee. Pat is to obtain the permit to do the probing.

4. Discussion of a plan to utilize \$12,000 allocated to Salisbury Pathways Committee in Town's budget.

If we do not use the \$12,000 this fiscal year, the sum rolls over to the next year. In order to accumulate funding for our projects, we should request another \$12,000 to be allocated to the Committee in the next year's budget.

5. Review the progress of Committee's work through the last 6 months.

Kitty expressed special thanks to Peggy O'Brien for bringing up the CT Safety Audit program to the Committee's attention. Kitty expressed special thanks to Natalia Smirnova for successfully applying for the safety audit. When we finally have the final report from DOT, this document will be helpful to us to organize the public, obtain funding, and continue our progress towards achieving our priorities.

Natalia is to inquire at DOT about the status of the final report.

6. Plan Committee's work for the next 6 months.

1) Approach Fire Commission to schedule an informational presentation to them about our priority#1 – evacuation route from SCS to the Fire House. The goal is to make them aware of our work and encourage them to continue working towards making the Fire House a compliant emergency shelter for SCS faculty, staff and students.

■ Responsibility: Chris Williams;

2) Obtain the final RSA report from CT DOT.

■ Responsibility: Natalia Smirnova;

3) Probing the old sidewalk along route 44 to revitalize it for use.

■ Responsibility: Pat Hackett and Chris Williams;

4) Petition the Town at the appropriate time to allocate another \$12,000 to Salisbury Pathways Committee for the next fiscal year.

■ Responsibility: Kitty Kiefer.

7. Citizens Comments.

No citizens' comments were made.

8. New business.

No new business was discussed.

Meeting adjourns at 5:50 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on October 20, 2016.*



**STATE OF CONNECTICUT**  
**DEPARTMENT OF TRANSPORTATION**



2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546

Phone:

August 15, 2016

The Honorable Curtis Rand  
First Selectman  
Town of Salisbury  
27 Main Street  
Salisbury, CT 06068

Dear First Selectman Rand:

**Subject: Master Municipal Agreement for Preliminary Engineering Projects**

The Connecticut Department of Transportation (Department) is pleased to introduce a new way of doing business with the municipalities of Connecticut. The enclosed Master Municipal Agreement for Preliminary Engineering Projects (MMAPE) is the third in a series of agreements that will fundamentally improve how the Department conducts business with its municipal partners by dramatically streamlining the agreement process.

It is anticipated that once an MMAPE is executed with your municipality, project specific information and monetary terms will be set forth in a Project Authorization Letter (PAL) issued by the Department to the municipality for individual preliminary engineering projects. PALs are expected to take only days to execute, as opposed to the numerous months that were previously required to execute individual project agreements.

This ten-year term MMAPE covers municipally administered design projects. The MMAPE includes standard terms, conditions and contracting "boiler plate" language that should govern all municipal design projects involving the Department which are undertaken throughout the ten-year term.

Please sign the enclosed agreement and join the Department in this new and innovative way of doing business that will improve delivery of Department services to its customers.



Approved today  
@ Selectman's m.  
KK

RESOLUTION

RESOLVED, that The Honorable Curtis Rand, First Selectman, is hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Preliminary Engineering Projects."

ADOPTED BY THE \_\_\_\_\_ OF THE TOWN OF \_\_\_\_\_,

CONNECTICUT, THIS 12 DAY OF Sept, 2016

\_\_\_\_\_  
Clerk

(seal)

\_\_\_\_\_  
Date

## ***Salisbury Pathways Committee***

### *Twenty First Meeting*

Date and Time: Monday, July 18, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, Downstairs Meeting Room, first floor.

Present: Natalia Smirnova, Pat Hackett, Chris Williams, Kitty Kiefer (remotely by telephone).

### **Minutes:**

5:30 p.m. – call to order.

1. Approval of the minutes of June 20, 2016;

Minutes approved unanimously.

2. Kitty reports on the status of RSA audit and our feedback to the State.

Kitty reported that on Monday, July 27, 2016, at the Special Meeting of the Salisbury Board of Selectmen and Finance, the motion to approve the first draft of the Rt 44 Road Safety Audit (RSA) so it can be released in final form.

On June 27, 2016 at 11:27 a.m., Kitty sent the e-mail to the DOT RSA Committee “approving” the draft and suggesting minor editorial changes. A copy of this e-mail is attached.

At the time of completion of these minutes, the DOT responded to Kitty’s e-mail with the agreement to our changes. Those comments are shown in red in the attached e-mail.

3. Pat Hackett reports if any paperwork needs to be filed with the DOT for the purpose of revitalizing the path along Route 44/41.

Pat reported that he talked to DOT and we will need \$2 million liability insurance if we were to explore the revitalization of the sidewalk. He said that he will talk to the Town to see if we can be covered by the Town’s liability insurance. If we can be covered, then Pat and Chris Williams will volunteer to “probe” the situation with the old sidewalk along the 41/44.

4. Discussion of the plan to utilize \$12,000 allocated to Salisbury Pathways Committee in Town's budget.

The fiscal year just started on July 1, so we have the whole year to use the \$12,000 allocation. If we do not use it – it will roll over to the next year.

5. Citizens Comments.

There were two citizens present at the meeting. They are property owners along RT. 41/44 at the section of Pathways Committee first priority – Meadow Street to the Fire House.

The concern was raised about the lack of communication about the exploratory work done by the Pathways Committee. They did not know anything about the Road Safety Audit and now are concerned. They wanted to make sure that the bigger picture of overall community safety is considered. They want to make sure that alternatives to any proposal re considered.

The Committee members reassured the audience that the minutes of the Pathways Committee meetings is always available on the Town's web site, and no specific actions were taken so far. The DOT RSA final draft will be available for the public to read.

However, the draft of that audit is available currently as part of the minutes of May 16, 2016, meeting.

6. New business.

Next meeting is August 15, 2016. If we have no agenda – we will cancel the meeting.

Meeting adjourns at 6:10 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on July 20, 2016.*

**Attachment: communication with DOT regarding the Road Safety Audit (RSA).**

**From:** "Zapatka, Patrick J" <[Patrick.Zapatka@ct.gov](mailto:Patrick.Zapatka@ct.gov)>  
**Date:** July 19, 2016 at 3:14:45 PM EDT  
**To:** 'Katherine Kiefer' <[katherine.kiefer.esq@gmail.com](mailto:katherine.kiefer.esq@gmail.com)>  
**Cc:** "Carlino, Mark F." <[Mark.Carlino@ct.gov](mailto:Mark.Carlino@ct.gov)>, "Kissane, Colleen A" <[Colleen.Kissane@ct.gov](mailto:Colleen.Kissane@ct.gov)>, "Zimyeski, Melanie S" <[Melanie.Zimyeski@ct.gov](mailto:Melanie.Zimyeski@ct.gov)>, "Mitchell, Stephen" ([stephen.mitchell@aecom.com](mailto:stephen.mitchell@aecom.com))" <[stephen.mitchell@aecom.com](mailto:stephen.mitchell@aecom.com)>, "[kristin.hadjstylianos@aecom.com](mailto:kristin.hadjstylianos@aecom.com)" <[kristin.hadjstylianos@aecom.com](mailto:kristin.hadjstylianos@aecom.com)>  
**Subject: RE: Salisbury RSA Draft Report**

Good afternoon Katherine,

Thank you for taking my phone call and taking the time to go over some changes to the document. As discussed via conversation:

We have 2 minor changes to the document.

- a. Section 4.1 Short Term  
Page 18 Number 2  
The last sentence will be written to state. "Consideration could be given to stripe the shoulders as bicycle lanes in the future"
  
- b. Section 4.3 Long Term  
Page 21 Number 3  
The first sentence will be written to state. "Complete the portion of the Appalachian Trail along Canaan Road (Route 44) between Cobble Road and the easterly trail head, and pedestrian crossing of Canaan Road."

I have reviewed the questions/comments and written our response in red (**below.**)  
I will proceed forward and have our consultant incorporate these changes and finalize the document.  
We will notify you when the document is finalized.

Kind regards,

Patrick Zapatka  
Transportation Planner II  
Intermodal Planning  
Bureau of Policy and Planning  
Department of Transportation  
Phone: (860) 594-2047  
Email: [patrick.zapatka@ct.gov](mailto:patrick.zapatka@ct.gov)  
Website: [www.ctconnectivity.com](http://www.ctconnectivity.com)



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message or any information contained in the message. If you have received this message in error, please immediately advise the sender by reply email and delete the message.

**From:** Katherine Kiefer [<mailto:katherine.kiefer.esq@gmail.com>]  
**Sent:** Thursday, June 30, 2016 11:27 AM  
**To:** Zapatka, Patrick J; Kissane, Colleen A; Zimyieski, Melanie S; Stephen Mitchell; [kristin.hadjstylianos@aecom.com](mailto:kristin.hadjstylianos@aecom.com)  
**Cc:** Pat Hackett; Chris Williams; Peggy O'Brien; Carlino, Mark F.; Natalia Smirnova; Curtis Rand; Jim Dresser; Sorrell, Christopher  
**Subject:** Re: Salisbury RSA Draft Report

Hello All — the Salisbury Board of Selectmen met on the evening of June 27th, having read the draft of the RSA for Salisbury.

We, the Board, voted to approve the Draft as relevant, accurate and timely. I have cut and pasted the relevant section of the Draft Minutes for that Meeting.

## SPECIAL MEETING SALISBURY BOARDS OF SELECTMEN AND FINANCE

### DRAFT MINUTES

Monday, July 27th, 2016

Salisbury Town Hall

5:30 pm

*[I have not included all the Board of Finance items of discussion KK]*

Katherine Kiefer made the following motion: “The Salisbury Board of Selectmen approves this first draft of the Rt 44 Road Safety Audit so that it can be released in final form”. Jim Dresser seconded the motion and it was approved unanimously.

the only corrections are below — from the Pathways thorough reading of the report.

Page 7 – database (DB) retrieval error in last sentence of last paragraph, and orphaned title block from DB insert. **We will incorporate in the document**

Page 8 – What is the timespan on the send table? Are there are 53 incidences in 2 years, or more than that? **We will incorporate in the document**

Page 12 – Last line in Street Inventory – No Upper Mountain Road – change to Under Mountain Road **We will incorporate in the document**

Page 14 – 3.1 4<sup>th</sup> bullet – change steam to stream **We will incorporate in the document**

Page 15 – In last bullet – change Street to Road (Cobble Road) **We will incorporate in the document**

Page 16 – ? last sentence at end of paragraph in 4 Recommendations – add word “years” after “or more” **We will incorporate in the document**

Page 18 figure 13 – under 1 – add north side of 44/41 b/t Lincoln City and Pettee Brook. There is a sidewalk shown there on old DOT maps **We will incorporate in the document**

These are the obvious minor corrections/tweaks....

Given how the culvert at the downside of Pettee Brook never got moved to the side to accommodate a culvert extension there (remember the talk of moving it toward the ROW line so it wouldn't have to be dealt with later...) We can't stress how important it is that the soon-to-be line striping be done to maximize the shoulder width. We would be more than happy to talk to the person in charge if we could get a name and number to make absolutely sure this is considered as the paving looms. The person on our committee most able to meet with anyone is Pat Hackett — an engineer who lives and works close to same. **The travel lanes will be restriped at 11 feet, therefore maximizing the most amount of shoulder width our CTDOT guidelines require us too.**

Thank you for this draft report,  
Katherine Kiefer, a Selectman in Salisbury and current Chair of the Pathways Committee

Katherine Kiefer

[katherine.kiefer.esq@gmail.com](mailto:katherine.kiefer.esq@gmail.com)

[www.katherinekiefer.com](http://www.katherinekiefer.com)

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## **Salisbury Pathways Committee**

*Twenty Third Meeting – SPECIAL MEETING*

Date and Time: Monday, December 12, 2016, at 5:30 p.m.

Location: Salisbury Town Hall, Downstairs Meeting Room, first floor.

Present: Natalia Smirnova, Pat Hackett, Kitty Kiefer.

### **Minutes:**

5:30 p.m. – call to order.

1. Approval of the minutes of October 17, 2016.

Minutes approved unanimously.

2. Pat and Chris report on the status of “probing” along Route 41/44 for the purpose of uncovering and revitalizing the old sidewalks connecting the villages of Lakeville and Salisbury.

- Pat and Chris investigated by “probing” the area along route 41/44 connecting the villages of Lakeville and Salisbury. They found the “evidence of pathways along the south-east side of Main Street in Salisbury at the same locations as seen on the 1930’s DOT RT44 corridor maps. No bituminous material was encountered or any base material. However, an inch to two inches of rounded quartzite with Stockbridge Marble fragments, not found in this locale, were identified. The natural stone gravel (i.e., not crushed) was clearly evident the further north samples were observed.” This is the evidence that the pathways connecting two villages existed in the past. Complete report is attached.
- Pat presented an aerial map from 1934 clearly showing that the sidewalk existed along route 41/44 at that time. This map can be seen [here](#).
- Natalia is to send the “probing” report and the link to the 1934 map to the CT DOT Road Safety Audit (RSA) team.
- Pat is to approach Salisbury Town Clerk and investigate the maps on file to find more evidence of what pathways existed previously and how those relate to the current CT Right of Way (ROW).



3. Natalia reports on the status of the Road Safety Audit (RSA) from CT DOT.

Natalia reported that RSA is now finished and is posted on the CT DOT web site. A copy of the report is attached. Committee gratefully accepted the RSA report and will share it with Selectmen and with the public.

Resolution: a copy of the RSA report should be posted on the "Reports" page of the Salisbury Town's web site, in addition to being attached to these minutes.

4. Setting up dates for the Committee meetings in 2017.

The Committee dates for 2017 are set on the **first** Monday of the month, at the same Monday of the Selectmen's meeting. Notice the change from the third Monday of the month to the first Monday of the month. The time is 5:30 p.m. No change in the meeting time. The document with all meeting dates is attached.

5. Citizens Comments.

There were no comments.

6. New business.

Kitty reported that at the Selectmen's meeting on 12/12/16, they discussed the selection of a contractor for the handicap access to the Town Hall and for the intersection 41/44 in Lakeville. Kitty suggested to approach the selected contractor to find out (1) the unit cost of the revitalizing the old pathways along route 41/44, and (2) the opportunity for the revitalizing work to be on the tail of the other two jobs.

Committee supported this idea. We will now wait for the selection of the contractor to be determined.

Meeting adjourns at 5:58 p.m.

*Minutes respectfully submitted by Natalia V. Smirnova, Secretary, on December 16, 2016.*

## Old Pathways – south-east side of Main Street Salisbury, Connecticut

*Summary:* Evidence of pathways along the south-east side of Main Street in Salisbury are found at the same locations as seen on the 1930's DOT RT44 corridor maps. No bituminous material was encountered or any base material. However, an inch to two inches of rounded quartzite with Stockbridge Marble fragments, not found in this locale, were identified. The natural stone gravel (ie, not crushed) was clearly evident the further north samples were observed.

*Background:* Connecticut DOT Right-of-Way (ROW) maps of Main Street, Town of Salisbury show a contiguous walking path from the Scoville Memorial Library on the north end to at least 134 Main Street, 2,500 feet south-west. There were some trace amounts of non-native stone to the south. The earlier ConnDOT ROW. Maps south of the 1930s maps does not show and pathways. The 1934 aerial survey of Salisbury show the sidewalk contiguous from the Scoville Memorial Library south to 166 Main Street where there is a pedestrian crossing to the north side of RT44.

*Findings:* On Saturday, November 19<sup>th</sup> Salisbury Pathway Committee members Chris Williams and Pat Hackett probed the area shown as having been a path or sidewalk on the old DOT maps. There appears to some cross-sectional shape of a sidewalk at the far south part of the 1936 DOT map while the map just to the south done in 1927 does not show the walkway. It is noted that portions of the sidewalk shown on the maps are outside of the ConnDOT ROW as shown on the maps. The table on the next page lists all the properties where the sidewalk is seen on the south side of RT44 on the 1934 aerial survey. Evidence of stone and/or indications of grading for a sidewalk were found from the Wachocastinook Creek west to 140 Main Street.

*Recommendations:* The maps on record at the Town Clerks office should be reviewed to see if there are any properties with a detailed higher precision survey on file.

List of properties where sidewalk was on south side of RT 44

Address	Name on ConnDOT ROW map	Frontage on Main St	Current Owner
38 Main Street (SML)	The Scoville Memorial Library Association	110	
50 Main Street	I Kent Fulton	115	Jonathan Newcomb et al
54 Main Street	Grace, Adele, Lois Warner	100	William & Nancy Kellett
58 Main Street	Catherine A Ashman	105	James Jaffe
62 Main Street	John Calvin Goddard	195	Barbara Ardizone
72 Main Street	The Protestant Episcopal Society	220	William & Eugenia Downey
3 Salmon Kill Road	The Congregational Society	145	Congregational Church Rectory
78 Main Street	(no name on map)	40	Eileen Epperson
80 Main Street	Mary, Lois Warner, Jeanette Smithers	255	Joseph Brennan
82 Main Street	Mary, Lois Warner, Jeanette Smithers	-	George & Lorraine Faison
84 Main Street	Donald, Philip Warner, I Kent Fulton	320	Donald & Gloria Buckley
100 Main Street	Mary, Lois Warner, Jeanette Smithers	305	Salisbury Association
124 Main Street	Donald, Philip Warner, I Kent Fulton, trustees for J Smithers	50	Swiss Ranch LLC
128 Main Street	Donald, Philip Warner, I Kent Fulton, trustees for J Smithers	215	Trust Trustee, Salisbury Bank
134 Main Street	Mary V Warner, Lois C Warner, Jeannette Smithers	100	Meredith Tiedman
140 Main Street	Donald T Warner, Estate	300	Jonathon Ezrow
148 Main Street	Donald T Warner, Estate	165	Leslie Goldmann & Angel Franco
158 Main Street	Helen Hotchkiss	150	Peter & Susan Restler



**COMMUNITY**  
connectivity program

# Salisbury

Route 44 Salisbury to Lakeville – Road Safety Audit



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Acknowledgements:

OFFICE OF INTERMODAL PLANNING  
BUREAU OF POLICY AND PLANNING  
CONNECTICUT DEPARTMENT OF TRANSPORTATION

With assistance from AECOM Transportation Planning Group

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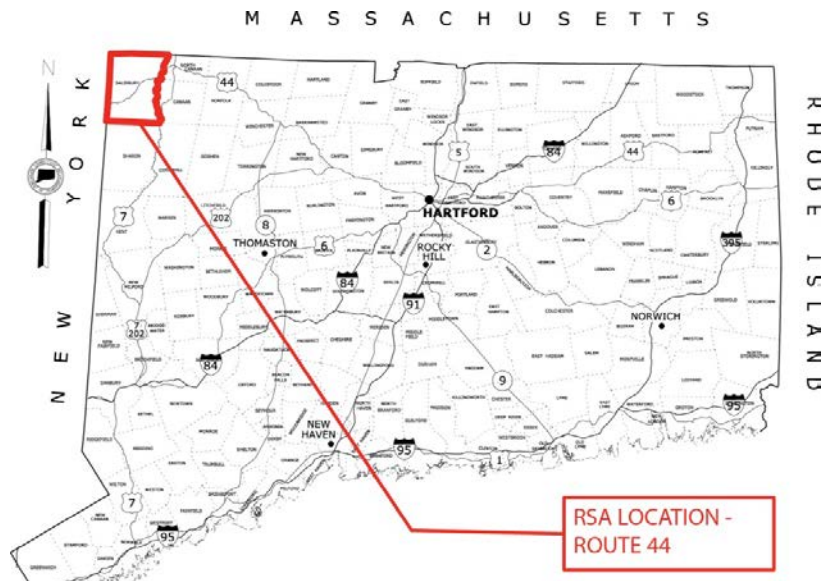
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The Connecticut Department of Transportation (CTDOT) is undertaking a Community Connectivity Program that focuses on improving the state's transportation network for all users, with an emphasis on bicyclists and pedestrians. A major component of this program is conducting Road Safety Audits (RSA's) at selected locations. An RSA is a formal safety assessment of the existing conditions of walking and biking routes and is intended to identify the issues that may discourage or prevent walking and bicycling. It is a qualitative review by an independent team experienced in traffic, pedestrian, and bicycle operations and design that considers the safety of all road users and proactively assesses mitigation measures to improve the safe operation of the facility by reducing the potential crash risk frequency or severity.

The RSA team is made up of CTDOT staff, municipal officials and staff, enforcement agents, AECOM staff, and community leaders. An RSA Team is established for each municipality based on the requirements of the individual location. They assess and review factors that can promote or obstruct safe walking and bicycling routes. These factors include traffic volumes and speeds, topography, presence or absence of bicycle lanes or sidewalks, and social influences.

Each RSA was conducted using RSA protocols published by the FHWA. For details on this program, please refer to [www.ctconnectivity.com](http://www.ctconnectivity.com). Prior to the site visit, area topography and land use characteristics are examined using available mapping and imagery. Potential sight distance issues, sidewalk locations, on-street and off-street parking, and bicycle facilities are also investigated using available resources. The site visit includes a "Pre-Audit" meeting, the "Field Audit" itself, and a "Post-Audit" meeting to discuss the field observations and formulate recommendations. This procedure is discussed in the following sections.





# 1 Introduction to Main Street, Salisbury RSA

The Town of Salisbury Pathways Committee submitted an application to complete an RSA on Main Street to improve safety for pedestrians and bicyclists travelling along the corridor between Salisbury Center and the Lakeville section of town. This corridor, which is designated as US Route 44 and State Route 41, experiences high traffic volumes and speeds, but has limited sidewalks. This has resulted in concerns for pedestrians and cyclists through this area. The Salisbury Central School is located adjacent to Main Street at Lincoln City Road. The planned emergency evacuation route for the school involves crossing Main Street and travelling easterly to the Town's fire department facility at Brook Street. This path does not currently have sidewalks for its entire length.

The Town of Salisbury's application contained information on traffic volumes, crash data, and mapping of the corridor. The application and supporting documentation are included in Appendix A.

## 1.1 Location

The RSA site is the section of Main Street (US Route 44 and State Route 41) between Salisbury Center and the Village of Lakeville (Figure 1). The Average Daily Traffic (ADT) on Main Street near the Prospect Street intersection is 7,200 vehicles per day (vpd). Main Street consists of a single lane in each direction, separated by a double yellow center line. There are striped shoulders on each side of the road, with widths that vary from less than one foot to over 10 feet.

All intersections throughout the study area are controlled by side-street stop signs, with the exception of the Lincoln City Road intersection, which is controlled by a traffic signal.

This section of roadway contains a significant number of driveways, adding complexity to walking and bicycling maneuvers through the area.

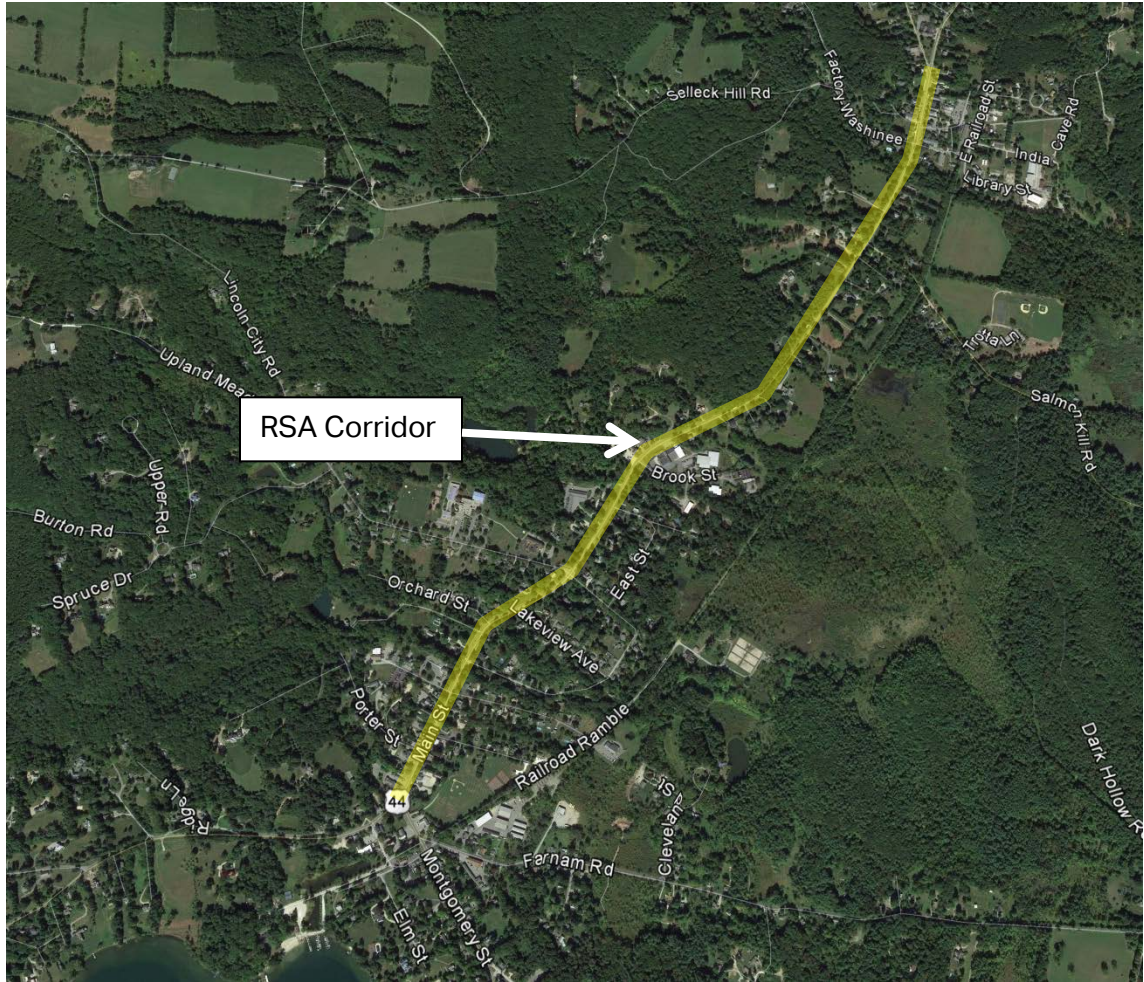


Figure 1. Main Street (US Route 44 & State Route 41), Salisbury



Figure 2. Study Area – Regional Context

## 2 Pre-audit Assessment

### 2.1 Pre-audit Information

As noted above, traffic volumes are significant along this corridor, given the rural nature of this town. This is primarily because Route 44 is the only major east/west facility in the area, and because it is coincident with Route 41, which is a major north/south route. As a result, this portion of Main Street carries traffic to and through the town from other areas in all directions.

Although the crash history in this area is relatively low, there were two accidents involving pedestrians and two involving bicyclists between 2012 and 2014. **Error! Reference source not found.** Figure 3 displays crashes that occurred in this area during 2015.

Severity Type	Number of Accidents	
Property Damage Only	42	79%
Injury (No fatality)	11	21%
Total	53	

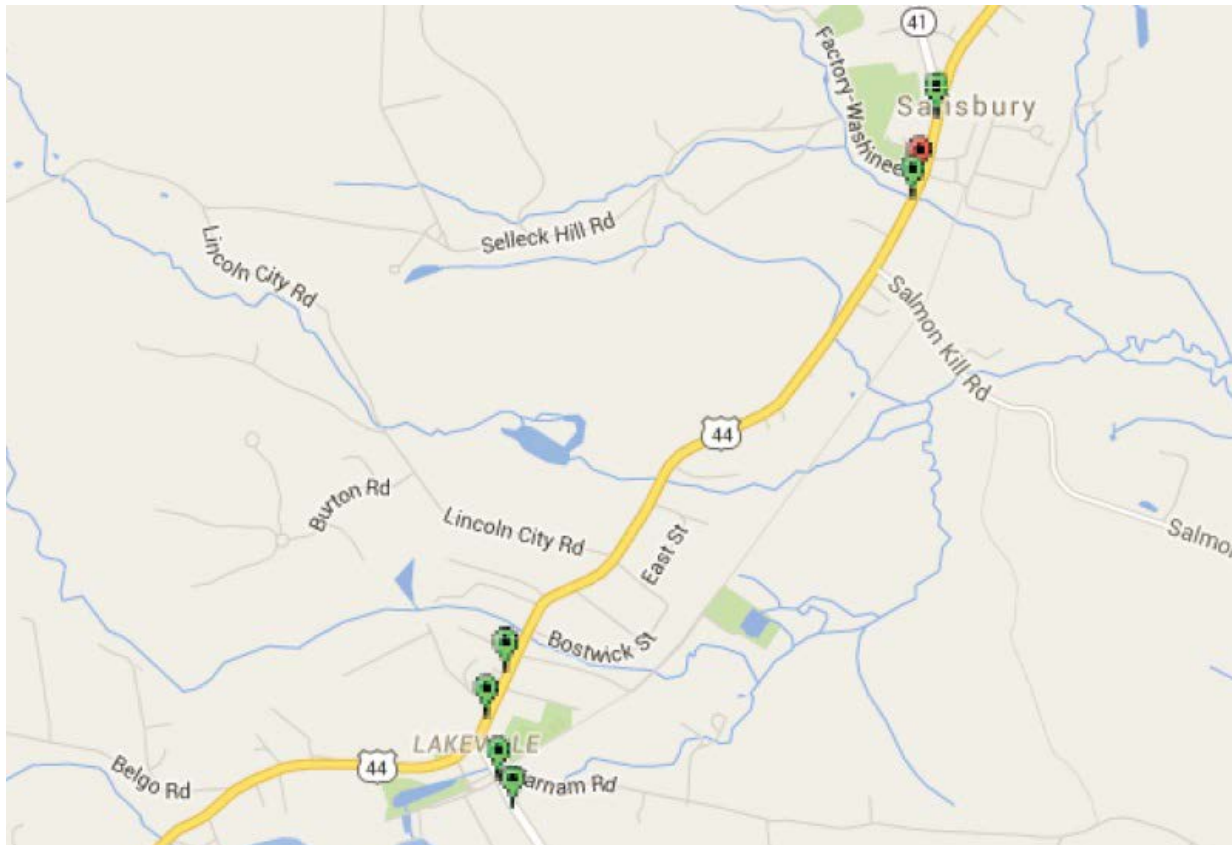
**Table 1. Crash Severity 2012-2014**

Source: UConn Connecticut Crash Data Repository

Manner of Crash / Collision Impact	Number of Accidents	
Unknown	0	0%
Sideswipe-Same Direction	0	0%
Rear-end	26	49%
Turning-Intersecting Paths	9	17%
Turning-Opposite Direction	1	2%
Fixed Object	5	9%
Backing	3	6%
Angle	1	2%
Turning-Same Direction	1	2%
Moving Object	0	0%
Parking	4	8%
Pedestrian	2	4%
Overturn	0	0%
Head-on	0	0%
Sideswipe-Opposite Direction	0	0%
Miscellaneous- Non Collision	1	2%
Total	53	

**Table 2. Crash Type 2012-2014**





**Figure 3. Crashes that Occurred in 2015 (Connecticut Crash Data Repository)**

To improve connectivity within the town, Salisbury created the Pathways Committee in August, 2014. The committee works to identify pedestrian and bicyclist connectivity issues and to help foster a biking and walking community. The top priority of the committee is to enhance pathways between the Village of Lakeville and Salisbury Center in order to provide a safe walking route for pedestrians. Although there is a trail, known as the “Railroad Ramble” that is roughly parallel to Main Street, its distance from Main Street and its relatively difficult accessibility do not make it a viable pedestrian option. Furthermore, the unpaved path is not maintained during winter months, making it unpassable for portions of the year.

Currently there is a 0.8 mile gap in sidewalks along the corridor connecting the communities. The sidewalk gap occurs at a crucial location between the Salisbury Central School on Lincoln City Road and the emergency shelter located in the Fire Station on Brook Street. In the event of an emergency, students would be required to walk in the roadway for approximately 500 feet between Meadow Street (where the sidewalk ends) and the fire station shelter, crossing over the Pettee Brook culvert where the road is narrow and lacks any shoulder.

A second concern is related to the nearby Appalachian Trail, which crosses Canaan Road (Route 44) in the vicinity of Cobble Road, approximately ½ mile from Salisbury Center. The trail intersects Canaan Road from the west and from the east at two locations separated by

roughly 1200 feet. This requires hikers to walk along the shoulder of Canaan Road for this distance, and to cross Canaan Road at some point in between. There are no marked crosswalks in this area. Shoulders are narrow at some locations, such as the bridge crossing Moore Brook.

In addition, hikers regularly leave the trail to come into town, and must walk in the street for approximately 2000 feet, as there are no sidewalks in this area.

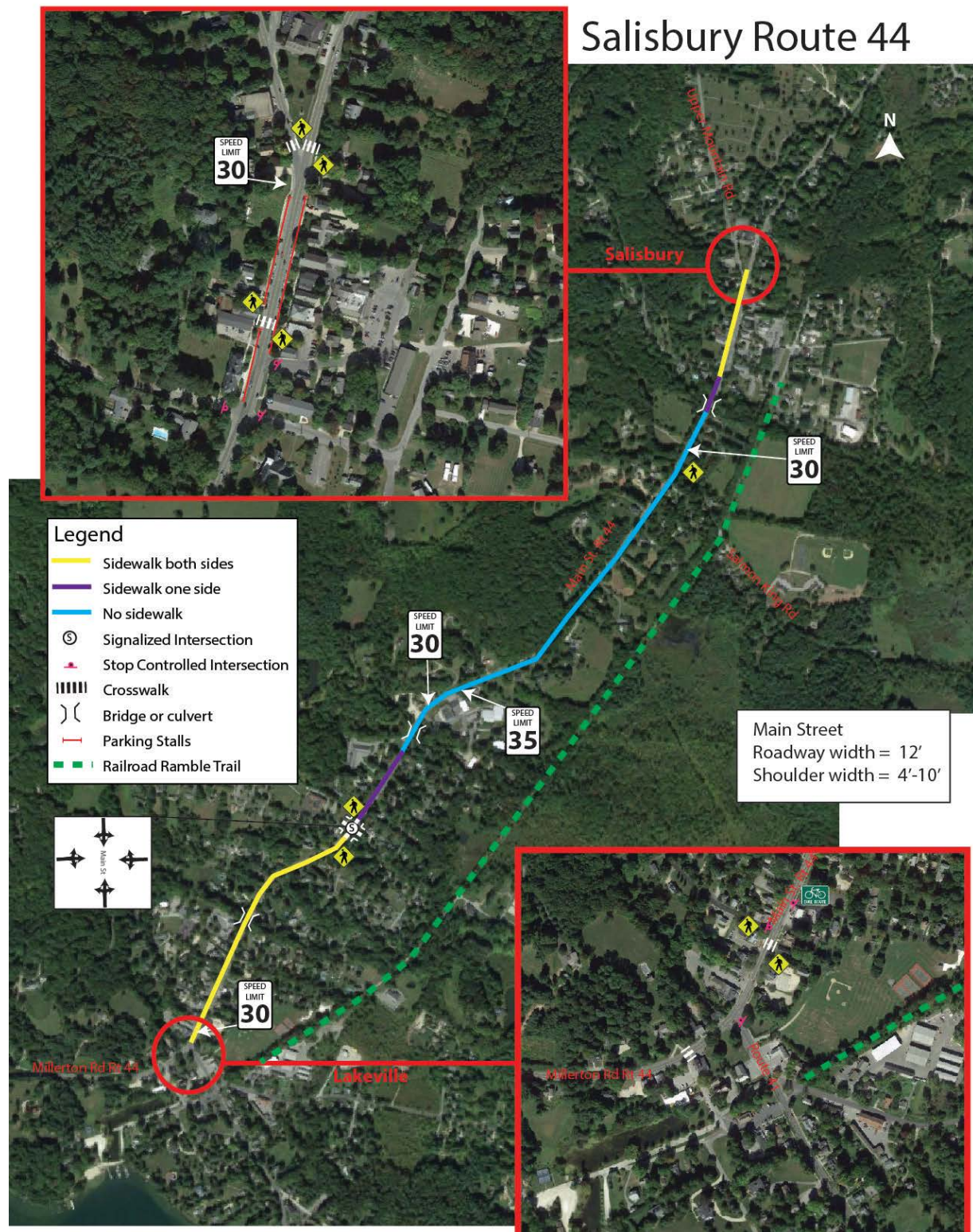


Figure 4. Main Street Road Geometrics

## Salisbury - Route 44 Street Inventory

From	To	Distance	Lane width	Sidewalk				Curb	Parking	Shoulder	Ramps	
				Side	Type	Width	Condition				Exist	Compliant
Route 41	Lincoln City Road	0.6 miles	12'	East	Concrete	5'	Good	None	No	4'	Yes	Yes
				West	Concrete	5'	Good	None	No	4'	Yes	Yes
Lincoln City Road	Meadow Street	700 ft	12'	East	Concrete	5'	Good	Asphalt	No	4'	Yes	Yes
				West	None	None	None	Asphalt	No	4'	None	None
Meadow Street	Vachocastinook Cree	0.8 miles	12'	East	None	None	None	None	No	4'	Yes	No
				West	None	None	None	None	No	4'	None	None
Vachocastinook Cree	Library Street	400 ft	12'	East	Asphalt	4'	Good	Asphalt	Yes	8'	Yes	No
				West	None	None	None	Granite	Yes	8'	None	None
Library Street	Under Mountain Road	800 ft	12'	East	Concrete	5'	Good	None	Yes	10'	Yes	Yes
				West	Concrete	5'	Good	None	Yes	10'	Yes	Yes

**\*CONDITION – “Good” is Serviceable Condition that meets current design standards. “Fair” is generally serviceable, but may need minor repairs, or may not completely align with current design standards. “Poor” is not serviceable, and generally inadequate for continued long-term use.**

Table 3. Street Inventory



## 2.2 Prior Successful Effort

The "Center" of Salisbury generally has sidewalks located on both sides of Main Street (Route 44/41). Parking areas are well defined, crosswalks are well marked and signage is appropriate. "Bump-outs" are provided at the mid-block crossing just north-east of Town Hall. These sidewalks continue to the East Main Street / Under Mountain Road intersection (Route 44 and 410, and a single asphalt sidewalk continues through the triangle park, stopping just short of Conklin Street.

A paved, defined pedestrian path is available between the Salisbury Central School and Main Street (Route 44/41), and on both sides of Main Street into the Village of Lakeville. The signalized intersection of Lincoln City Road and Main Street provides an actuated, exclusive pedestrian crossing, with marked crosswalks on all four legs of the intersection. The sidewalk also extends to the north-east on the south side of Main Street, but terminates at Meadow Street, approximately 500 feet before the Brook Street intersection.

## 2.3 Pre-Audit Meeting

The RSA was conducted on April 11, 2016. The Pre-Audit meeting was held at 1:00 PM in the Town Hall located at 27 Main Street in Salisbury.

The RSA Team was comprised of staff from AECOM, staff from CTDOT, representatives from several Salisbury departments including the Board of Selectman, Pathways Committee, Board of Education, and the Resident State Trooper. The complete list of attendees can be found in Appendix B.

Several items were presented for general information prior to conducting the Audit in the field:

- CTDOT has placed new emphasis on all users of the highway facilities, not just automobiles.
- The corridor is designated a scenic road.
- A significant percentage of the residents are second home owners.
- There is high pedestrian activity in this corridor, especially in the summer. The corridor is narrow and lacks continuous sidewalks.
- The Appalachian Trail crosses Route 44 (Canaan Road) north of Salisbury center, in a dog-leg that requires hikers to use Canaan Road in an area restricted by a bridge and with generally narrow shoulders. Many hikers access the town center from the trail on Route 44.
- In the last five years bicycle traffic along the corridor has increased significantly.
- There are two private schools on opposite sides of town. Students use Main Street to travel between the schools or to get into town.

- The middle/elementary school is located on Lincoln City Road just off the corridor. The emergency shelter for the school is at the Fire Station on Brook Street but the sidewalk only extends to Meadow Street, placing the evacuation route in the roadway.
- Route 44 is scheduled to be repaved this summer; could the lanes be narrowed or lines adjusted to better accommodate bicycle traffic?
- There are several culverts that create narrow pinch points along the road.
- Historically, there were sidewalks along the corridor, but over time they were removed or neglected as the corridor was developed.
- It is preferred that pathways be made of stone dust or other porous materials that are a natural approach for the sidewalks. It must also be ADA compliant and not a maintenance problem.
- Cyclists must go with the flow of traffic, unless it is a separate multi use path.
- The impact of widening the shoulders should be investigated.

### 3 RSA Assessment

#### 3.1 Field Audit Observations

The team visited the Culvert by Brook Street as it is a representative section of the road, and demonstrates a critical pinch-point in the sidewalk system. The following items were noted:

- A cyclist was observed on the road.
- The pavement is deteriorating in many places along the corridor. It is heavily cracked. (Figure 5).
- Drainage is a concern, particularly on the south/east side of the culvert. The home owner installed a swale to channel water from the road away from his property and toward the stream (Figure 6).
- The road by the culvert is eroding in places (Figure 7). This is most likely from water draining off of the road into the stream without a positive drainage system.
- The guide rail for the culvert is an old wire rope rail. It appears to not meet current standards (Figure 8).



Figure 5. Deteriorating Pavement



Figure 6. Drainage Issues

- Lanes appear to be 12' in width, and shoulders are generally 4' in width, except at the culvert crossing where the shoulders are narrower.
- The sidewalk ends on the south side of the road a few hundred feet south of the culvert.
- When a fire truck leaves the station, someone must stand out at the Brook Street intersection to direct traffic.
- The headwall of the culvert and crib walls are old and falling apart.
- The culvert is in better condition on the north/west side.
- In order for the school to access the emergency shelter, students must walk in the road between the end of the sidewalk and Brook Street, the shoulder narrows over the culvert requiring individuals to walk in the roadway. This also places students walking toward the shelter on the wrong side of the road (walking with traffic).
- Is it possible to place an emergency-vehicle signal at Brook Street with pedestrian crossing phases?

Other findings along the corridor

- The roadway is not always centered in the right-of-way.
- East of the fire station there are large protected Elm trees near the road edge (Figure 9).
- The "Railroad Ramble" rail trail is owned by the town, and parallels this route. It is grass (not paved) and is not maintained in the winter.
- There is access off Brook Street for the rail trail but it is poorly marked. The town recently converted Brook Street to a public way and will soon be designating parking.



Figure 7. Eroding Roadway at Culvert



Figure 8. Inadequate Guide Rails



Figure 9. Protected Elm Trees

- There are places along the corridor where old sidewalk beds are visible.
- The Appalachian Trail from the west intersects Cobble Road west of Route 44, and from the east, it intersects Route 44 north of Lions Head. As a result, trail users must use Route 44 between these segments, and must cross the narrow bridge over Moore Brook (Figure 10).



Figure 10. Narrow Bridge Crossing

### 3.2 Post Audit Workshop - Key Issues

- All crossings and sidewalks must meet DOT requirements and be ADA compliant. Sidewalks must be 5' wide with no more than 2% cross-slope. Longitudinally, they can follow the existing grade of the roadway.
- Given the traffic volume, crash rates are low; this indicates that the road users are generally familiar with the road.
- There were two incidents involving pedestrians within the last year; one was a jay-walker.
- Half of all crashes are rear-ends, indicative of the large number of driveways and turning movements.
- If the sidewalk is extended over the Brook Street culvert on the south side, pedestrians could cross Main Street at the existing traffic signal. However, this would entail a large culvert reconstruction project. Placing the sidewalk on the north side would be easier but would require a pedestrian crossing at Brook Street. Sight lines appear to be adequate at this location.
- There is very little positive drainage along the road. This must be addressed if curbing and sidewalk are added.
- Sidewalks can be built in sections; it does not have to be all at once. The same material is not required everywhere. For example, it would not be recommended that stone dust be used by the school.
- The DOT is resurfacing this road this summer and it is now a common practice for DOT to narrow road widths to 11 feet to have wider shoulders and accommodate bicycles.

## 4 Recommendations

From the discussions during the Post-Audit meeting, the RSA team compiled a set of recommendations that are divided into short-term, mid-term, and long-term categories. For the purposes of the RSA, **Short-term** is understood to mean modifications that can be expected to be completed very quickly, perhaps within six months, and certainly in less than a year if funding is available. These include relatively low-cost alternatives, such as striping and signing, and items that do not require additional study, design, or investigation (such as right-

of way acquisition.) **Mid-term** recommendations may be more costly and require establishment of a funding source, or they may need some additional study or design in order to be accomplished. Nonetheless, they are relatively quick turn-around items, and should not require significant lengths of time before they can be implemented. Generally, they should be completed within a window of eighteen months to two years if funding is available. **Long-term** improvements are those that require substantial study and engineering, and may require significant funding mechanisms and/or right-of-way acquisition. These projects generally fall into a horizon of two or more years when funding is available.

#### 4.1 Short Term

1. The locations of existing buried sidewalk should be investigated, and sidewalk should be uncovered for use until more permanent solutions can be realized. In some cases, sidewalk may not be suitable due to its condition, grading or drainage issues. It is recognized that this will create a discontinuous system, but it will define locations where sidewalk may be useable, and locations where it is missing or unusable. This information can lead to a definitive plan for constructing a continuous sidewalk.
2. When CTDOT resurfaces the road this summer, it will provide an opportunity to restripe to maximize the shoulder width. Consideration could be given to stripe the shoulders as bicycle lanes in the future (Figure 11).
3. Clear brush to create a pathway connection between Brook Street and the Railroad Ramble.
4. Improve Wayfinding signage related to the town center, nearby landmarks, the Appalachian Trail, the Railroad Ramble, Lakeville, educational facilities, etc (Figure 12).
5. Conduct the necessary study to determine the feasibility of installing a joint emergency-vehicle signal and pedestrian crossing signal at Brook Street.



Figure 11. Typical Bicycle Lane



Figure 12. Typical Wayfinding Sign

Figure 13 depicts these recommendations.



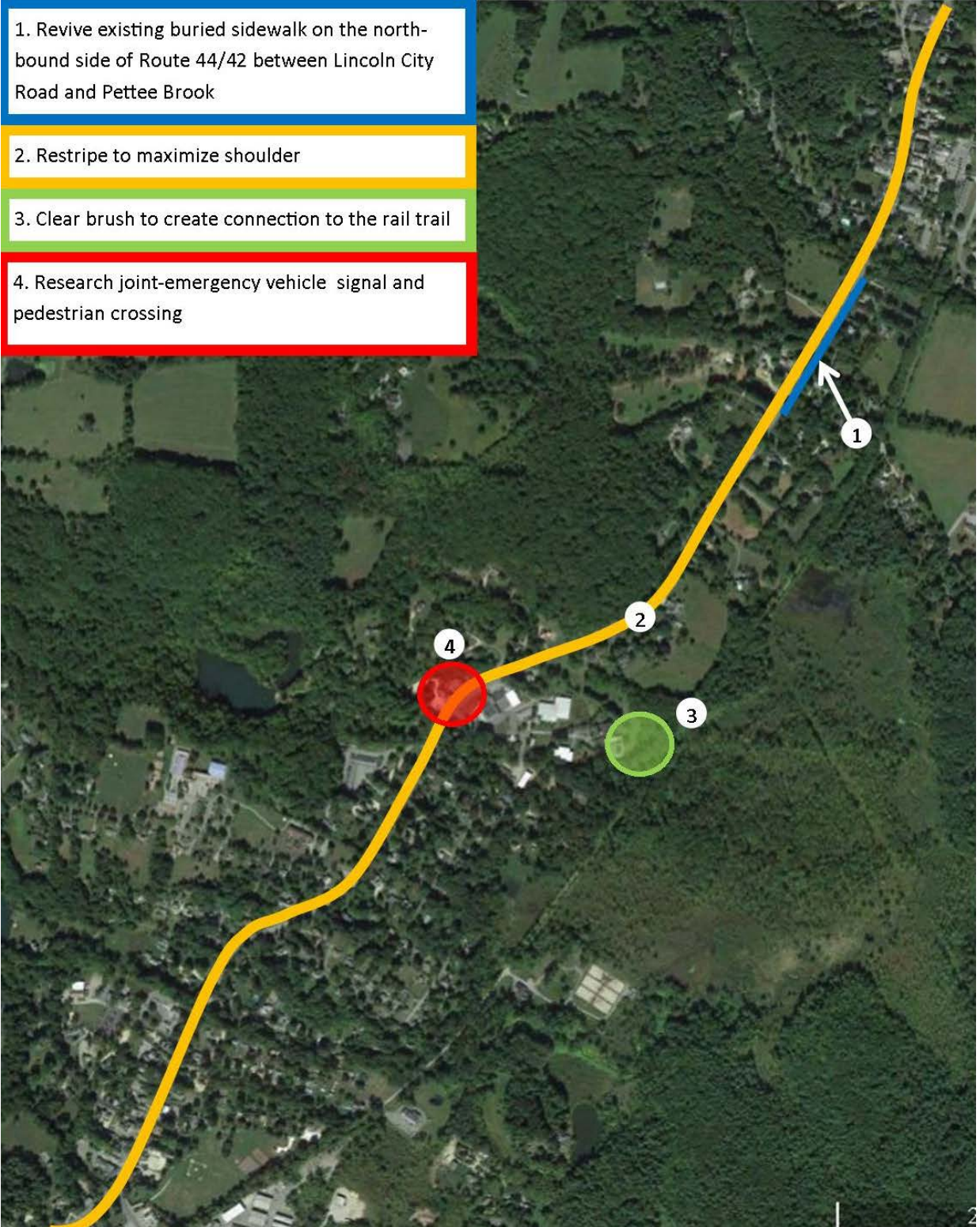


Figure 13. Short Term Recommendations

## 4.2 Medium Term

1. Connect the school and emergency shelter with a sidewalk on the North side of the road if research shows a signal is possible.
  - a. Add pedestrian bridge over the brook.
  - b. Install actuated pedestrian signal and crosswalk in conjunction with emergency vehicle signal.
2. Improve Rail Trail crossing on Salmon Kill Road (signing, striping, some grading and clearing).

Figure 14 depicts some of the recommendations along Main Street.

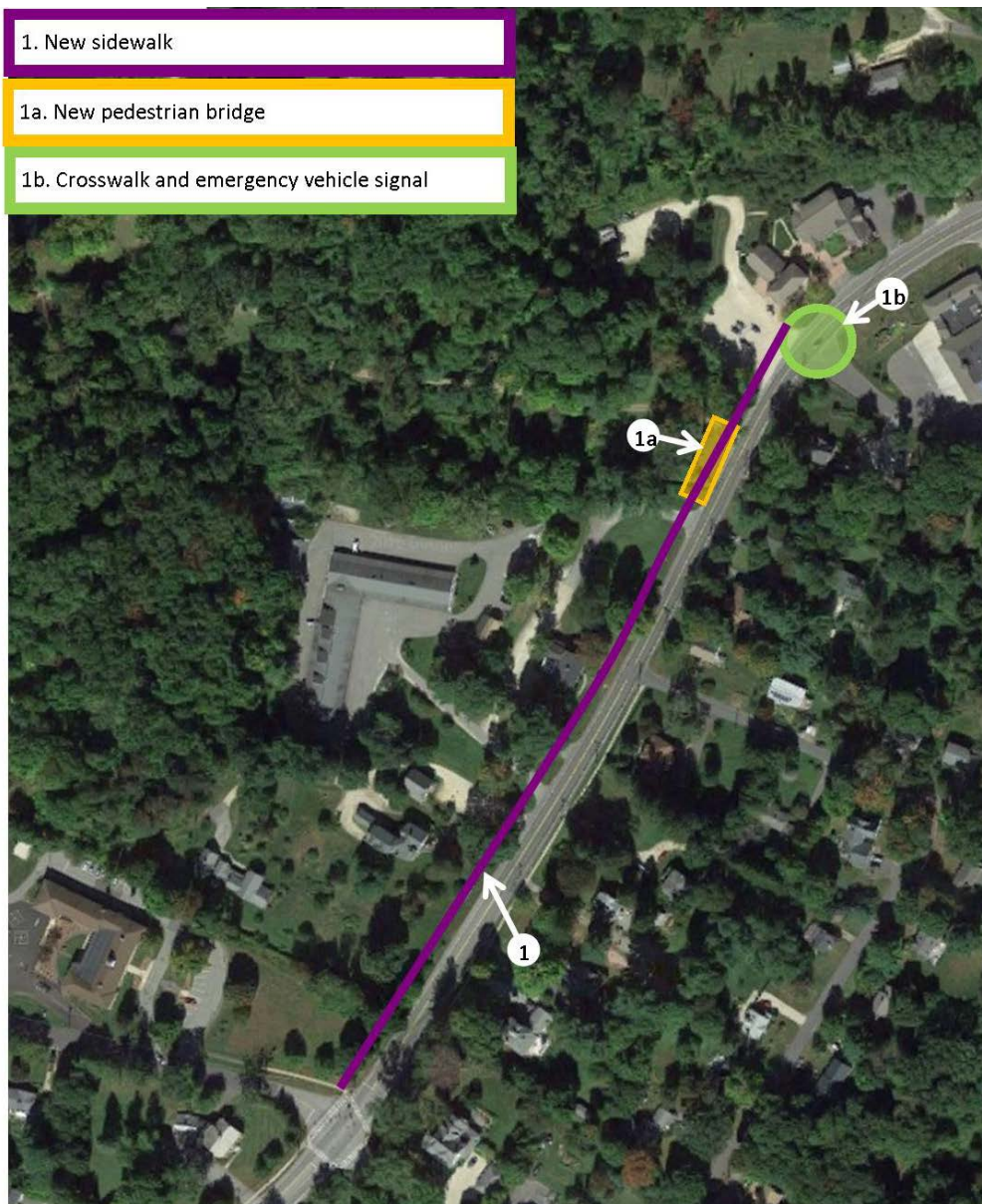


Figure 14. Medium Term Recommendations



### 4.3 Long Term

1. Install missing sidewalk between Salisbury center and Brook Street.
2. Install missing sidewalk between Meadow Street and Brook Street, including the reconstruction of the culvert over Pettee Brook.
3. Complete the portion of the Appalachian Trail along Canaan Road (Route 44) between Cobble Road and the easterly trail head, and pedestrian crossing of Canaan Road. This will require the crossing of Moore Brook, either by widening the existing Route 44 structure or building an additional structure adjacent to the roadway.
4. In conjunction with the construction of the sidewalks and trail, a number of factors must be considered, including:
  - a. Proper signing, striping, traffic controls, and wayfinding,
  - b. Drainage issues and considerations, including environmental impact,
  - c. Choice of materials that consider runoff, maintenance, projected usage, and aesthetics.
  - d. Impact on grading, wetlands and significant vegetation.

Figure 16 depicts some of these recommendations.



Figure 15. Typical Trail Crossing

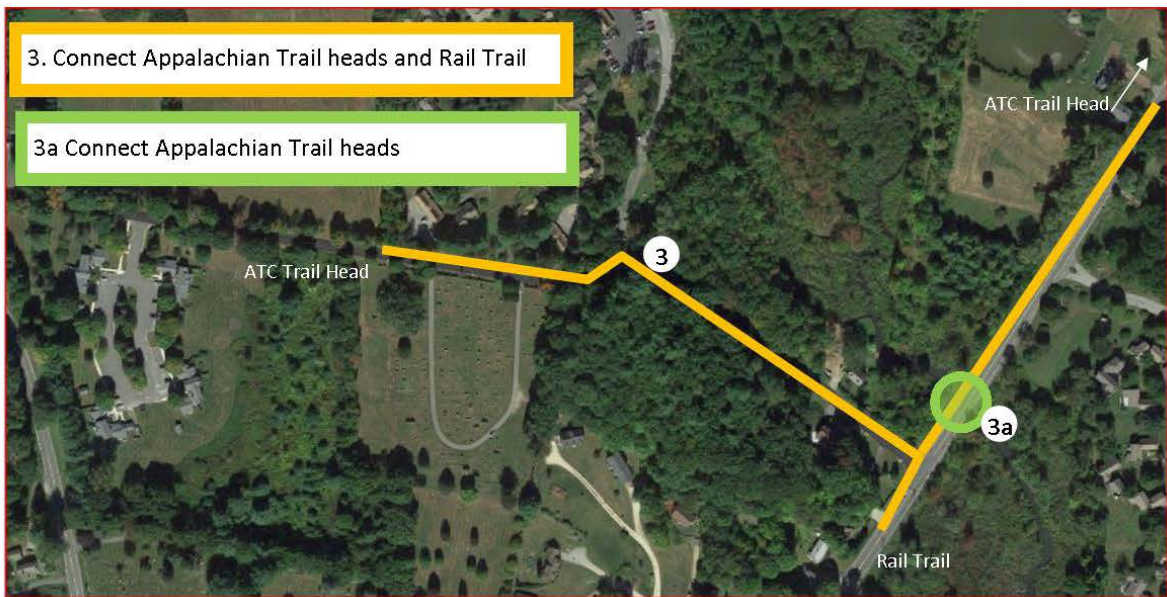
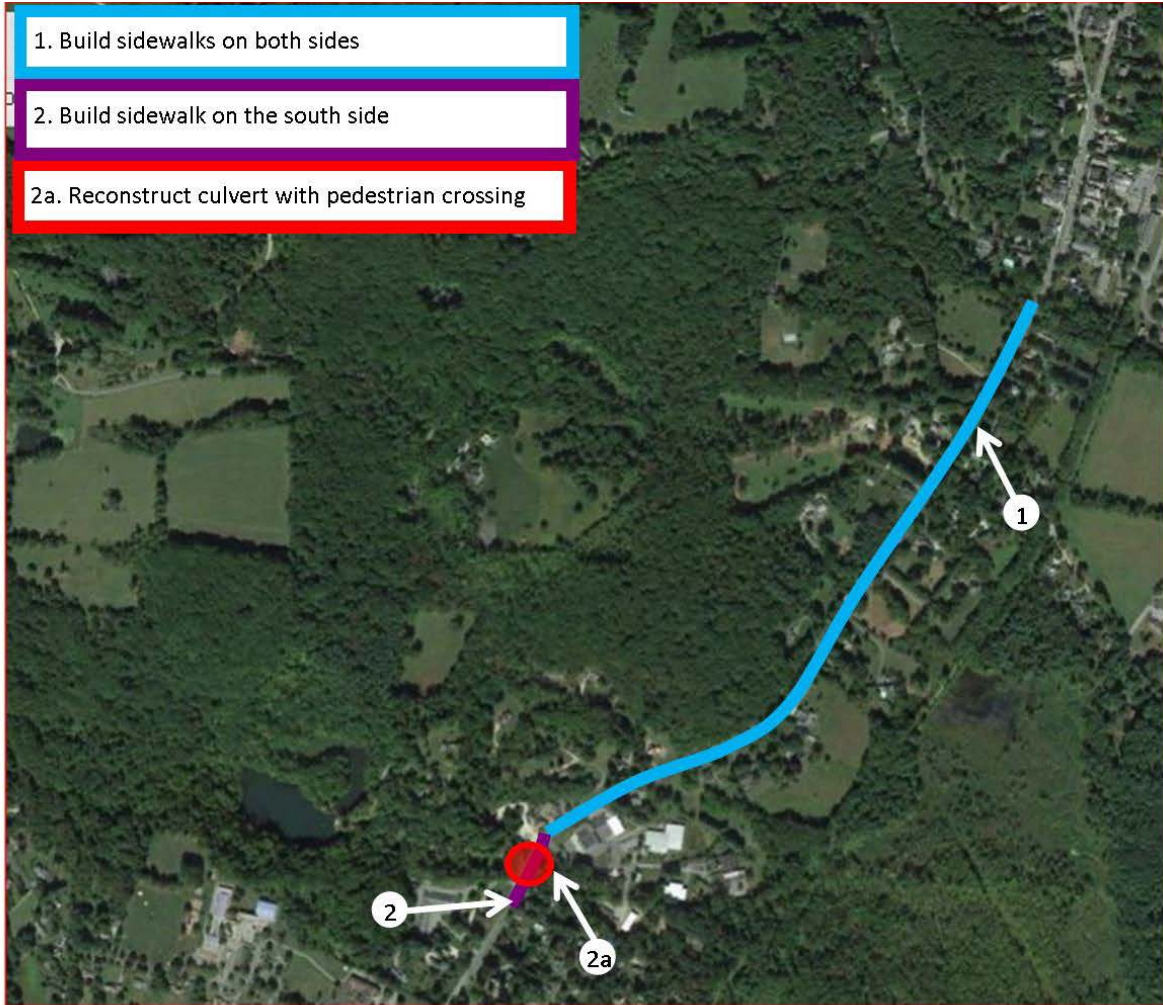


Figure 16. Long Term Recommendations

#### 4.4 Summary

This report documents the observations, discussions and recommendations developed during the successful completion of the Town of Salisbury RSA. It provides Salisbury with an outlined strategy to improve the transportation network for all road users between Lakeville and Salisbury, particularly focusing on pedestrians and cyclists. Moving forward, Salisbury may use this report to prepare strategies for funding and implementing the improvements, and as a tool to plan for including these recommendations into future development along Route 44.



**COMMUNITY**  
connectivity program

# Appendix A



**AECOM**  
Built to deliver a better world

# Welcome to the Community Connectivity Program Application



Please fill in the following information to provide the Audit team leaders with a comprehensive description of the area contained in this application.

## 1. Applicant contact information

<b>Name</b>	<input type="text"/>
<b>Title</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Telephone Number</b>	<input type="text"/>

## 2. Location information

<b>Address</b>	<input type="text"/>
<b>Description</b>	<input type="text"/>
<b>City / Town</b>	<input type="text"/>

**3. Roadway type**  
**(Please select all that apply)**

State road

Local road

Private Road

Other (please specify)

**4. Zoning**  
**(Please select all that apply)**

Industrial

Residential

Commercial

Mixed Use

Retail

N/A (not applicable)

Other (please specify)

**5. Approximate mile radius around the location**

Other (Please Specify)

**6. Community Sites**  
**(Please select all that apply)**

Community Centers

Business Districts

Restaurant/Bar Districts

Churches

Housing Complexes

Proximity to Schools

Tourist Locations (examples – Casino, Malls, Parks, Aquarium, etc...)

N/A (not applicable)

Other (please specify)

**7. Employment Facilities**  
**(Retail, Industrial, etc...)**

Yes

No

**If Yes please describe (please specify)**



**8. Educational facilities**

**(Please select all that apply)**

Public, Parochial, Private Schools (more than 1 school within a ½ mile)

University / Community Colleges

N/A (not applicable)

Other (please specify)

**9. Transit facilities**

**(Please select all that apply)**

Bus

Rail

Ferry

Airport

Park and Ride Lot

N/A (not applicable)

Other (please specify)

**10. Safety Concerns**  
**(Please select all that apply)**

Traffic (volumes & speed)

Collisions

Sidewalks

Traffic Signals

Traffic Signs

Parking Restrictions / Additions

Drainage

ADA Accommodations

Agricultural & Live Stock crossing

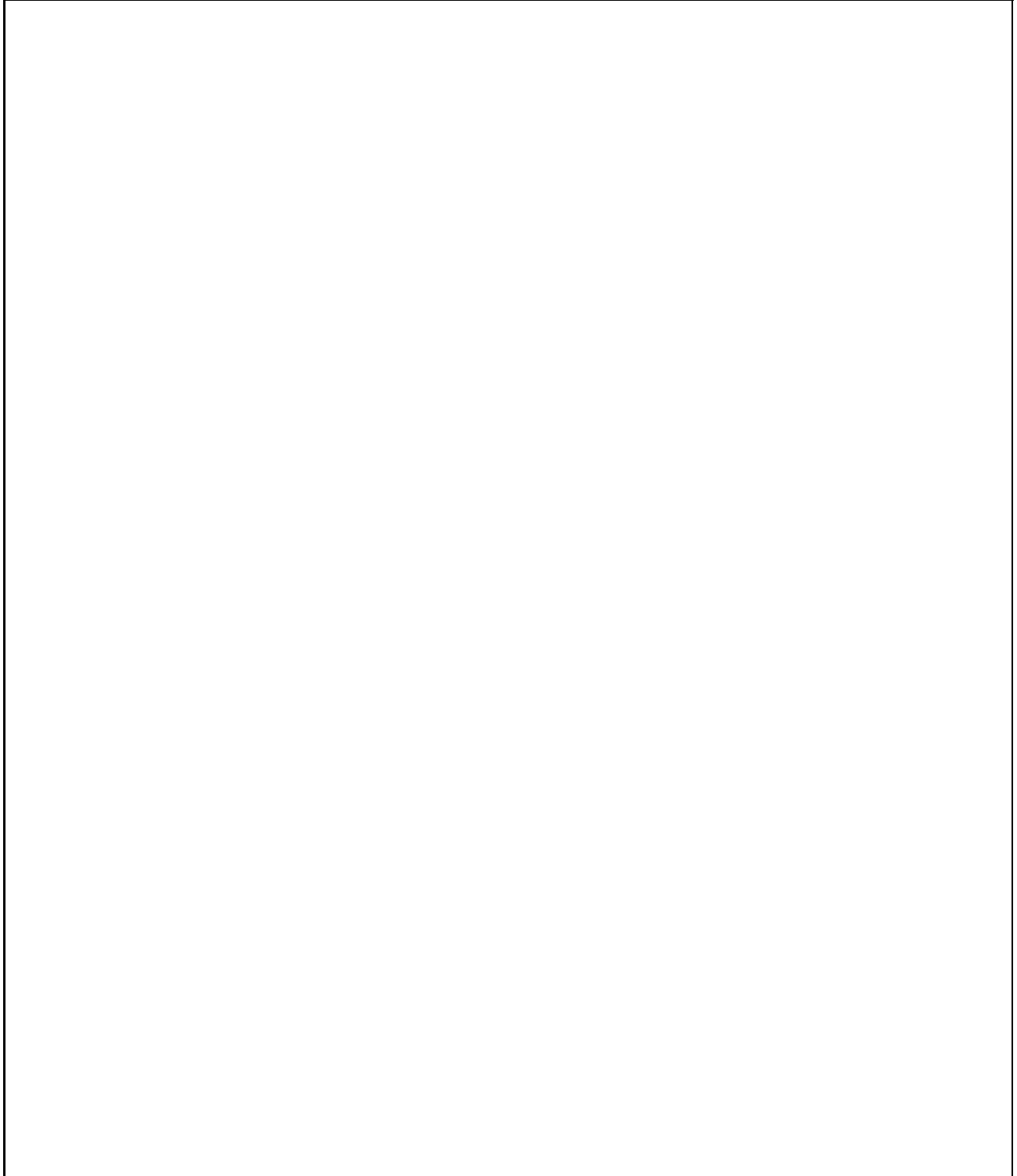
Maintenance issues (cutting grass, leaves, snow removal)

N/A (not applicable)

Other (please specify)

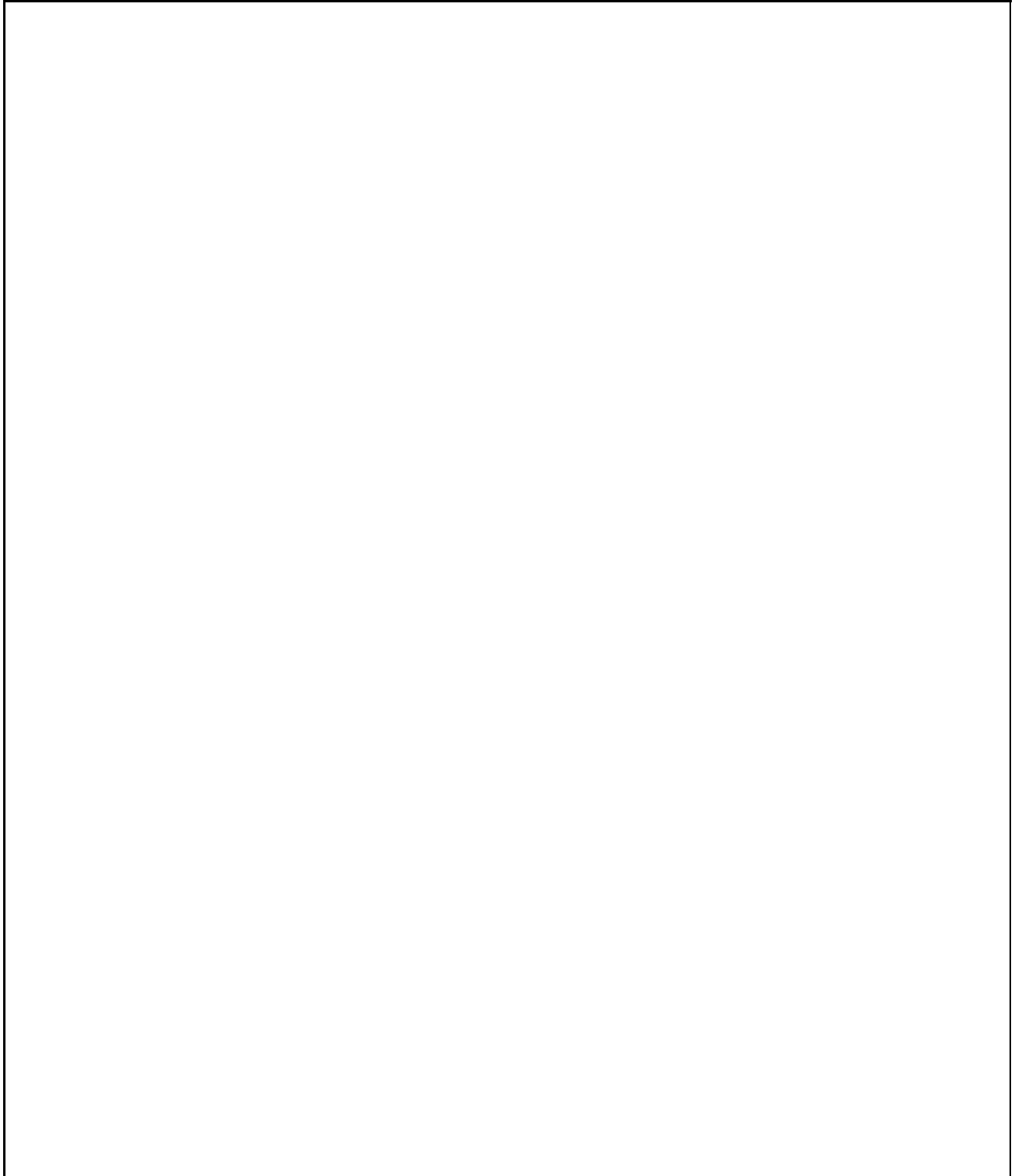
**11. Are there any past, current or future transportation/economic development projects near this location (i.e. Federal, State or local projects)?**

**If Yes please describe and list all projects.**

A large, empty rectangular box with a thin black border, intended for the user to describe and list any past, current, or future transportation or economic development projects near the location. The box is currently blank.

**12. Environmental Concerns:**

**If Yes please describe and list.**

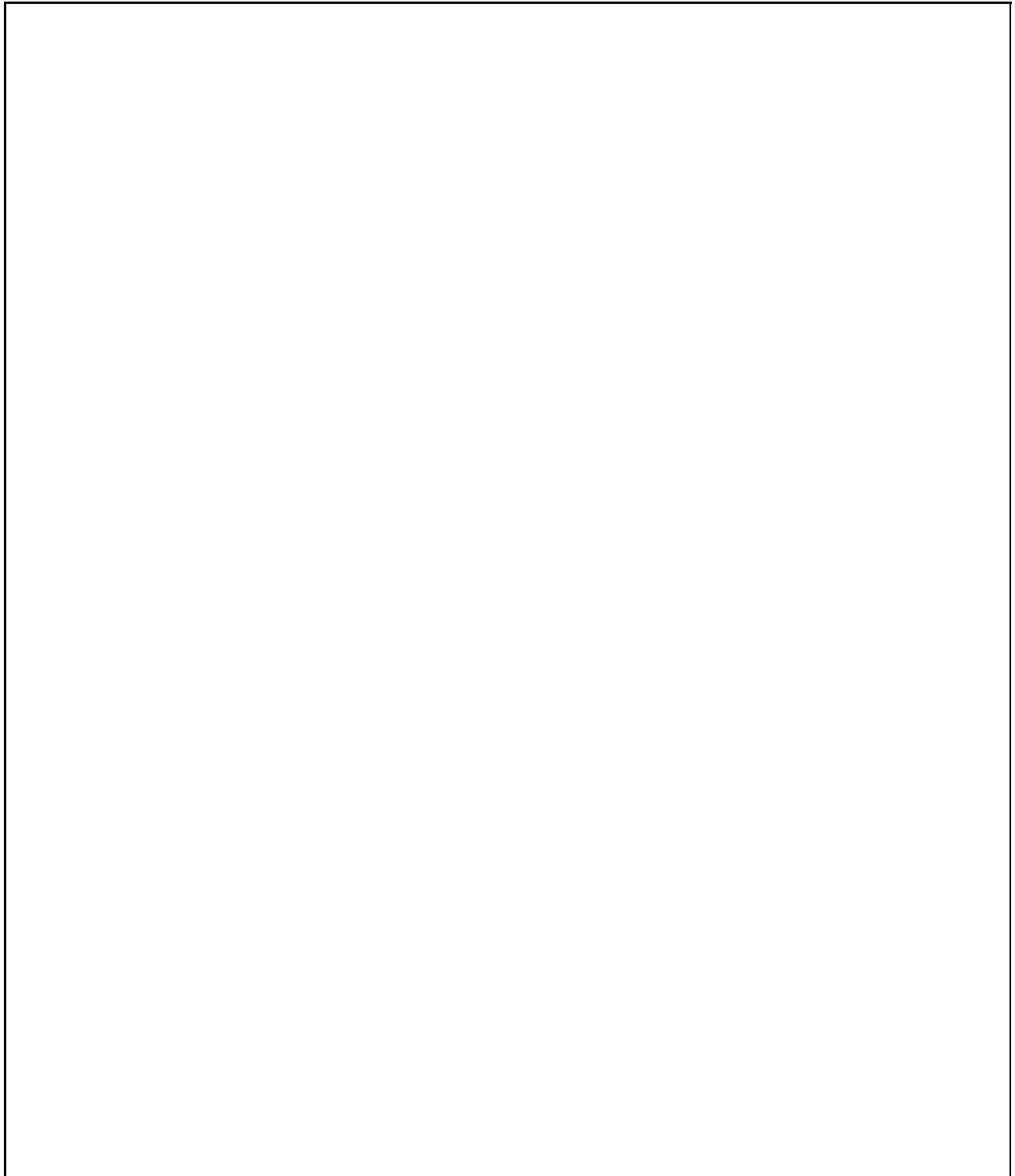
A large, empty rectangular box with a thin black border, intended for the user to describe and list any environmental concerns. The box occupies most of the page's vertical space below the instruction.

**13. Please explain why this location should be considered for an RSA**

A large, empty rectangular box with a thin black border, intended for the user to provide an explanation for why a location should be considered for an RSA. The box occupies most of the page's vertical space below the question.

**14. Are there plans to expand the area?**

(Transportation Oriented Development, Economic Development, housing, etc...)



**15. Any other pertinent information that is unique to this location?**

A large, empty rectangular box with a thin black border, intended for the user to provide any other pertinent information unique to the location.



**Thank you for completing the Community Connectivity application.**

**Please click on the "submit button" below and include the following attachments**

- 1 Location map (google, GIS) **(Required)**
- 2 Collision data (If available)
- 3 Traffic data (ADT or VMT) (If available)
- 4 Pedestrian/bicycle data (If available)



**COMMUNITY**  
connectivity program

# Appendix B



**AECOM**  
Built to deliver a better world



## Road Safety Audit

Town: Salisbury  
RSA Location: Rt 44  
Meeting Location: Town Hall  
Address: 27 Main Street  
Date: 4/11/2016  
Time: 1:00 PM

## Participating Audit Team Members

Audit Team	
Member	Agency/Affiliation
Krystal Oldread	AECOM
Colleen Kissane	CTDOT
Stephen Gazillo	AECOM
Christian Williams	Town of Salisbury
Katherine Kiefer	Town of Salisbury- Selectman
Steve Mitchell	AECOM
Natalia Swirnova	Town of Salisbury-Pathways- Board of Ed
Pat Hackett	Town of Salisbury - Pathways
Chris Sorrell	Resident state trooper



**COMMUNITY**  
connectivity program

# Appendix C



**AECOM**  
Built to deliver a better world



# Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

## Agenda

- Type of Meeting:** Road Safety Audit – Pedestrian Safety
- Attendees:** Invited Participants to Comprise a Multidisciplinary Team
- Please Bring:** Thoughts and Enthusiasm!!
- 1:00 PM**                      **Welcome and Introductions**
- Purpose and Goals
  - Agenda
- 1:15 PM**                      **Pre-Audit**
- Safety Procedures
  - Definition of Study Area
  - Issues
- 2:15 PM**                      **Audit**
- Visit Site
  - As a group, identify areas for improvements
- 3:30 PM**                      **Post-Audit Discussion / Completion of RSA**
- Review Site Specific Data:
    - Average Daily Traffic
    - Crash Data
    - Geometrics
  - Discussion observations and finalize findings
  - Discuss potential improvements and final recommendations
  - Next Steps
- 5:00 PM**                      **Adjourn for the Day – but the RSA has not ended**

### Instruction for Participants:

- Before attending the RSA, participants are encouraged to observe the intersection and complete/consider elements on the RSA Prompt List with a focus on safety.
- All participants will be actively involved in the process throughout. Participants are encouraged to come with thoughts and ideas, but are reminded that the synergy that develops and respect for others' opinions are key elements to the success of the overall RSA process.
- After the RSA meeting, participants will be asked to comment and respond to the document materials to assure it is reflective of the RSA completed by the multidisciplinary team.



## Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### Audit Checklist

Pedestrians and Bicycles	Comment
<p><b>Pedestrian Crossings</b></p> <ul style="list-style-type: none"><li>• Sufficient time to cross (signal)</li><li>• Signage</li><li>• Pavement Markings</li><li>• Detectable warning devices (signal)</li><li>• Adequate sight distance</li><li>• Wheelchair accessible ramps<ul style="list-style-type: none"><li>○ Grades</li><li>○ Orientation</li><li>○ Tactile Warning Strips</li></ul></li><li>• Pedestrian refuge at islands</li><li>• Other</li></ul>	
<p><b>Pedestrian Facilities</b></p> <ul style="list-style-type: none"><li>• Sidewalk<ul style="list-style-type: none"><li>○ Width</li><li>○ Grade</li><li>○ Materials/Condition</li><li>○ Drainage</li><li>○ Buffer</li></ul></li><li>• Pedestrian lighting</li><li>• Pedestrian amenities (benches, trash receptacles)</li><li>• Other</li></ul>	



<b>Bicycles</b> <ul style="list-style-type: none"><li>• Bicycle facilities/design</li><li>• Separation from traffic</li><li>• Conflicts with on-street parking</li><li>• Pedestrian Conflicts</li><li>• Bicycle signal detection</li><li>• Visibility</li><li>• Roadway speed limit</li><li>• Bicycle signage/markings</li><li>• Shared Lane Width</li><li>• Shoulder condition/width</li><li>• Traffic volume</li><li>• Heavy vehicles</li><li>• Pavement condition</li><li>• Other</li></ul>	
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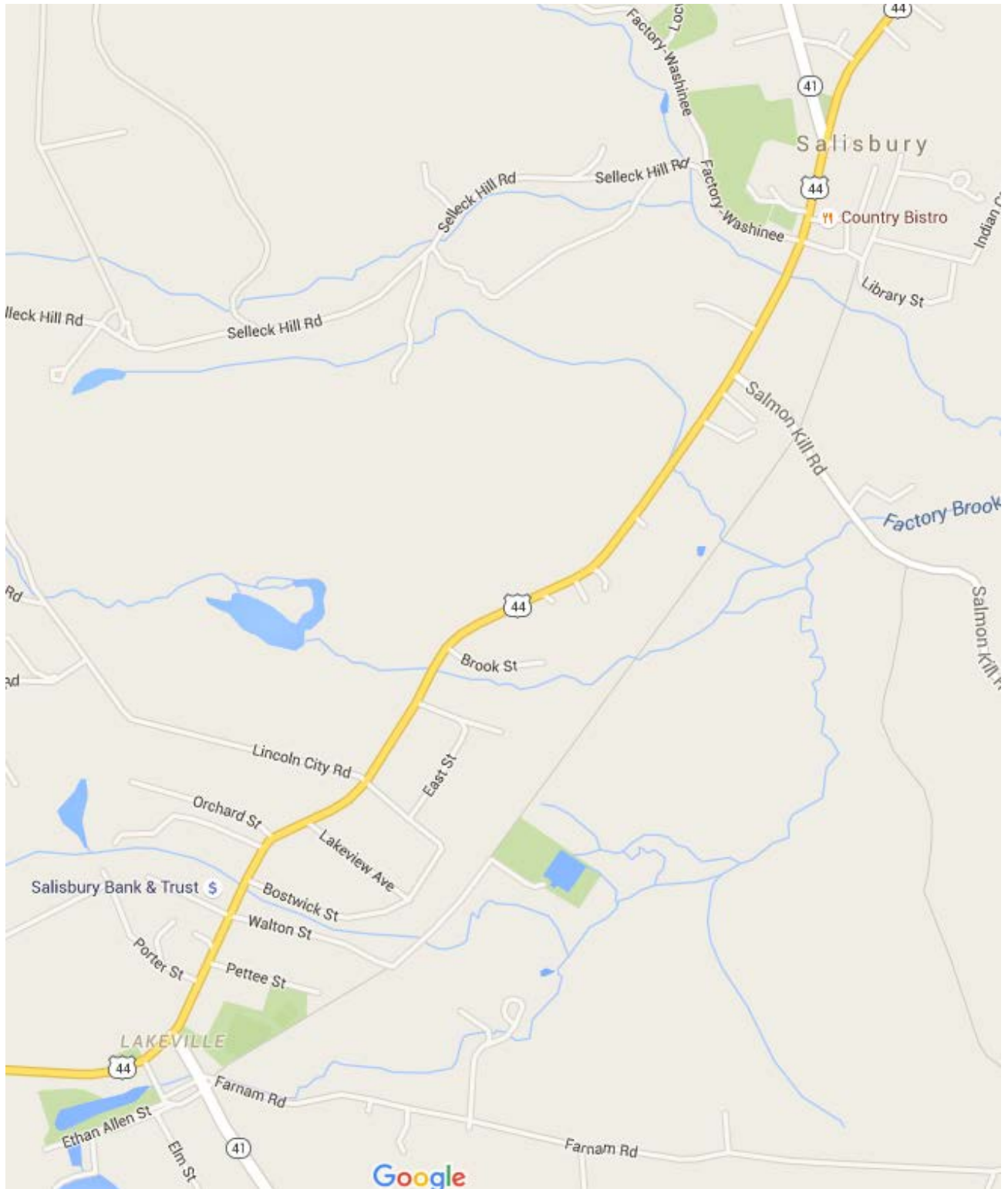
<b>Roadway &amp; Vehicles</b>	
<ul style="list-style-type: none"><li>• Speed-related issues<ul style="list-style-type: none"><li>○ Alignment;</li><li>○ Driver compliance with speed limits</li><li>○ Sight distance adequacy</li><li>○ Safe passing opportunities</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Geometry<ul style="list-style-type: none"><li>○ Road width (lanes, shoulders, medians);</li><li>○ Access points;</li><li>○ Drainage</li><li>○ Tapers and lane shifts</li><li>○ Roadside clear zone /slopes</li><li>○ Guide rails / protection systems</li></ul></li></ul>	

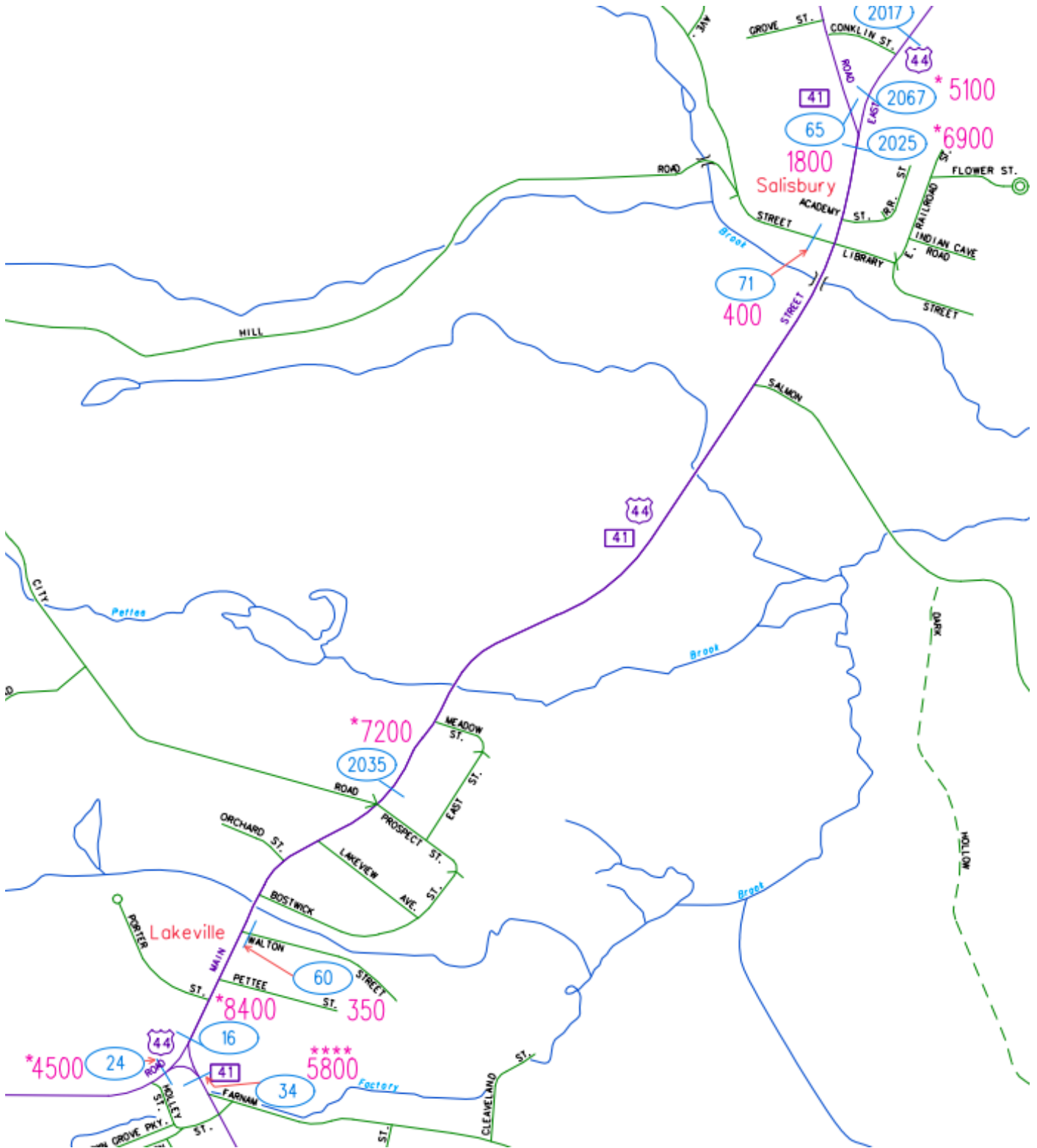
<ul style="list-style-type: none"><li>• Intersections<ul style="list-style-type: none"><li>○ Geometrics</li><li>○ Sight Distance</li><li>○ Traffic control devices</li><li>○ Safe storage for turning vehicles</li><li>○ Capacity Issues</li></ul></li></ul>	
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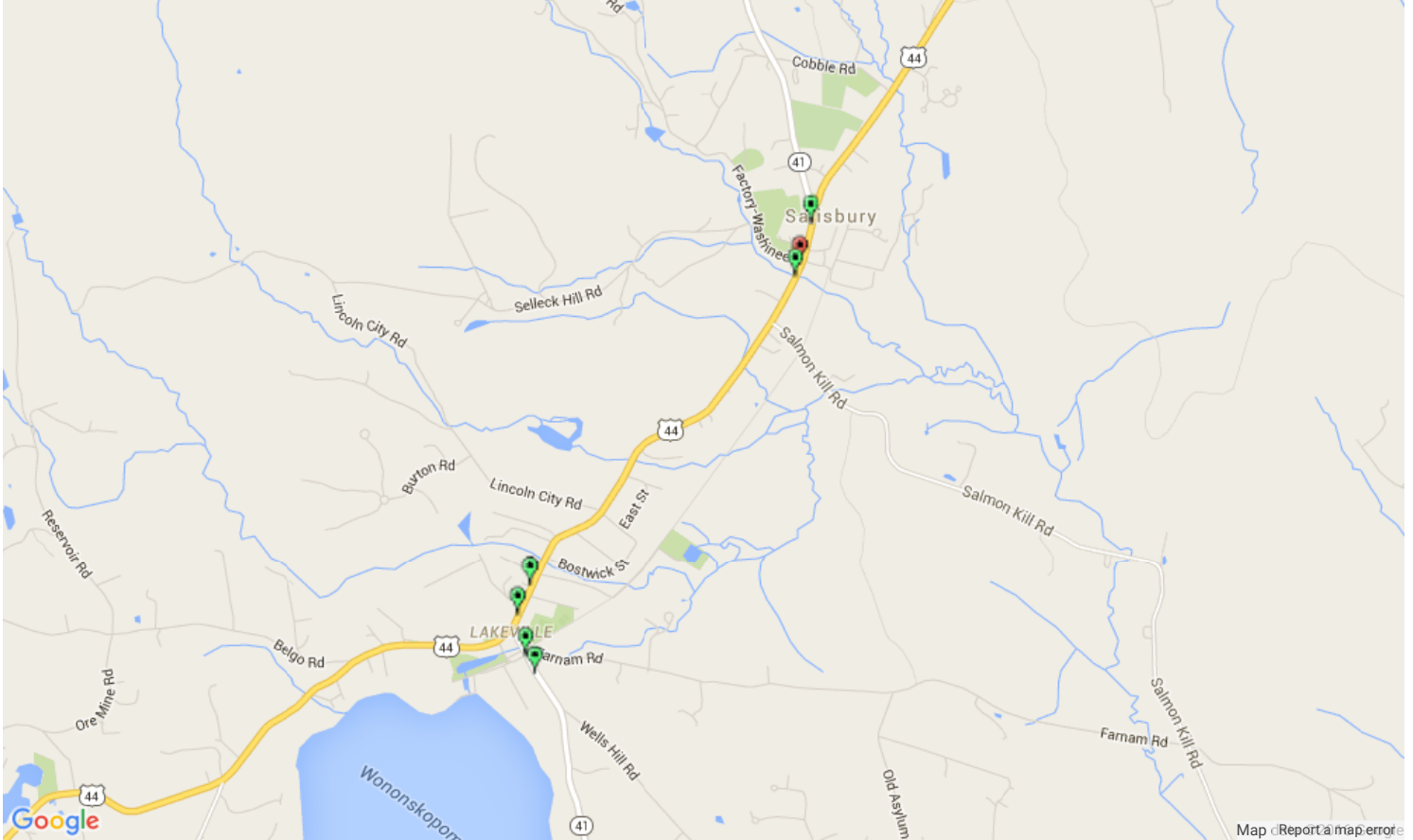
<ul style="list-style-type: none"><li>• Pavement<ul style="list-style-type: none"><li>○ Pavement Condition (excessive roughness or rutting, potholes, loose material)</li><li>○ Edge drop-offs</li><li>○ Drainage issues</li></ul></li><li>• Lighting Adequacy</li></ul>	
<ul style="list-style-type: none"><li>• Signing<ul style="list-style-type: none"><li>• Correct use of signing</li><li>• Clear Message</li><li>• Good placement for visibility</li><li>• Adequate retroreflectivity</li><li>• Proper support</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Signals<ul style="list-style-type: none"><li>○ Proper visibility</li><li>○ Proper operation</li><li>○ Efficient operation</li><li>○ Safe placement of equipment</li><li>○ Proper sight distance</li><li>○ Adequate capacity</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Pavement Markings<ul style="list-style-type: none"><li>○ Correct and consistent with MUTCD</li><li>○ Adequate visibility</li><li>○ Condition</li><li>○ Edgelines provided</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Miscellaneous<ul style="list-style-type: none"><li>○ Weather conditions impact on design features.</li><li>○ Snow storage</li></ul></li></ul>	





**Search Criteria:**

<b>Dataset:</b>	mmucc
<b>Towns:</b>	Salisbury
<b>Town &amp; Route:</b>	Town:122 Route:41 Intersection:undefined Milepost:-
<b>Town &amp; Route:</b>	Town:122 Route:44 Intersection:undefined Milepost:-
<b>Crash Severity:</b>	Injury of any type (Serious, Minor, Possible), Fatal (Kill), Property Damage Only
<b>Body Type:</b>	null, null, null
<b>Condition at Time of Crash:</b>	null, null, null
<b>Driver Distracted By:</b>	null, null, null
<b>Non-motorist Distracted By:</b>	null, null, null
<b>Case Status:</b>	Complete



📍 Injury of any type (Serious, Minor, Possible)
 📍 Fatal (Kill)
 📍 Property Damage Only

This web site is exempt from discovery or admission under 23 U.S.C. 409.



## Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### Crash Summary

Data: 3 years (2012-2014)

**2 accidents involved pedestrians, both resulted in injuries**

**2 accidents involved bicylists, both resulted in injuries**

Severity Type	Number of Accidents	
Property Damage Only	42	79%
Injury (No fatality)	11	21%
<b>Total</b>	<b>53</b>	

Manner of Crash / Collision Impact	Number of Accidents	
Unknown	0	0%
Sideswipe-Same Direction	0	0%
Rear-end	26	49%
Turning-Intersecting Paths	9	17%
Turning-Opposite Direction	1	2%
Fixed Object	5	9%
Backing	3	6%
Angle	1	2%
Turning-Same Direction	1	2%
Moving Object	0	0%
Parking	4	8%
Pedestrian	2	4%
Overturn	0	0%
Head-on	0	0%
Sideswipe-Opposite Direction	0	0%
Miscellaneous- Non Collision	1	2%
<b>Total</b>	<b>53</b>	



Weather Condition	Number of Accidents	
Snow	3	6%
Rain	3	6%
No Adverse Condition	46	87%
Unknown	0	0%
Blowing Sand, Soil, Dirt or Snow	0	0%
Other	0	0%
Severe Crosswinds	0	0%
Sleet, Hail	0	0%
Fog	1	2%
<b>Total</b>	<b>53</b>	

Light Condition	Number of Accidents	
Dark-Not Lighted	2	4%
Dark-Lighted	3	6%
Daylight	48	91%
Dusk	0	0%
Unknown	0	0%
Dawn	0	0%
<b>Total</b>	<b>53</b>	

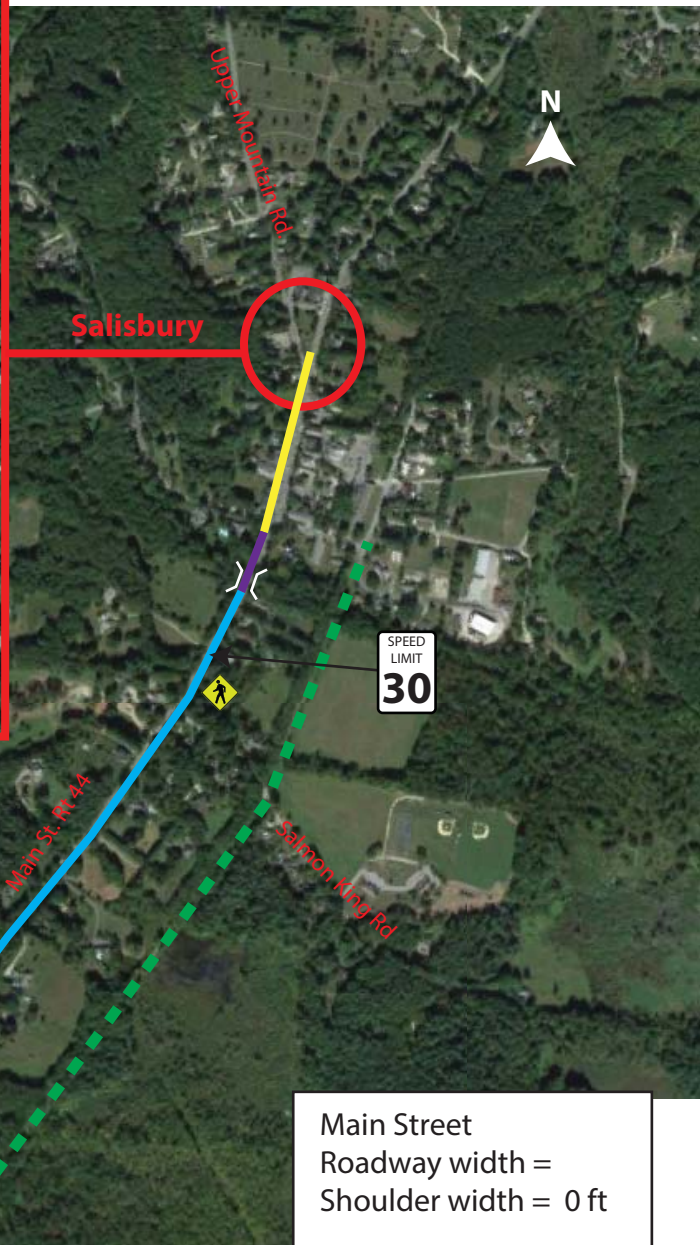
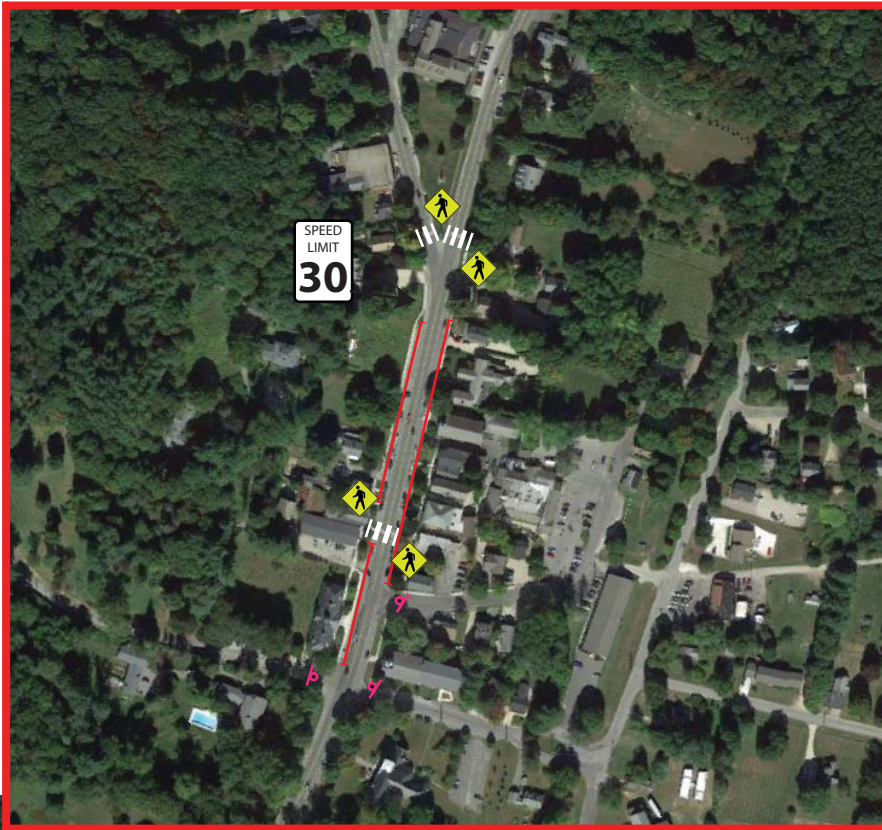
Road Surface Condition	Number of Accidents	
Snow/Slush	2	4%
Wet	11	21%
Dry	40	75%
Unknown	0	0%
Ice	0	0%
Other	0	0.0%
<b>Total</b>	<b>53</b>	



Time		Number of Accidents	
0:00	0:59	0	0.0%
1:00	1:59	0	0.0%
2:00	2:59	0	0.0%
3:00	3:59	0	0.0%
4:00	4:59	1	1.9%
5:00	5:59	0	0.0%
6:00	6:59	1	1.9%
7:00	7:59	3	5.7%
8:00	8:59	1	1.9%
9:00	9:59	4	7.5%
10:00	10:59	3	5.7%
11:00	11:59	3	5.7%
12:00	12:59	4	7.5%
13:00	13:59	4	7.5%
14:00	14:59	8	15.1%
15:00	15:59	10	18.9%
16:00	16:59	4	7.5%
17:00	17:59	1	1.9%
18:00	18:59	3	5.7%
19:00	19:59	1	1.9%
20:00	20:59	2	3.8%
21:00	21:59	0	0.0%
22:00	22:59	0	0.0%
23:00	23:59	0	0.0%
<b>Total</b>		<b>53</b>	



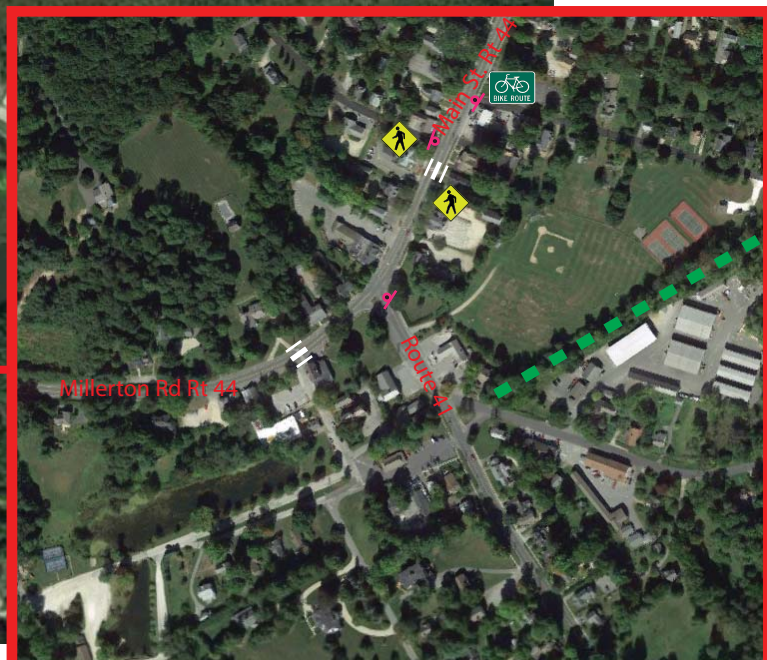
# Salisbury Route 44



## Legend

- Sidewalk both sides
- Sidewalk one side
- No sidewalk
- Signalized Intersection
- Stop Controlled Intersection
- Crosswalk
- Bridge or culvert
- Parking Stalls
- Railroad Ramble Trail

Main Street  
Roadway width =  
Shoulder width = 0 ft



Millerton Rd Rt 44

Lakeville

Millerton Rd Rt 44

**DRAFT**





## **Road Safety Audit – Salisbury**

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### **Post-Audit Discussion Guide**

#### **Safety Issues**

- Confirmation of safety issues identified during walking audit

#### **Potential Countermeasures**

- Short Term recommendations
  
  
  
  
  
  
  
  
  
  
- Medium Term recommendations
  
  
  
  
  
  
  
  
  
  
- Long Term recommendations

#### **Next Steps**

- Discussion regarding responsibilities for implementing the countermeasures (including funding)



## Road Safety Audit – Salisbury

**Meeting Location:** Salisbury Town Hall  
**Address:** 27 Main Street  
**Date:** 4/11/2016  
**Time:** 1:00 PM

### Fact Sheet

#### Functional Classification:

- Route 44 is classified as a Principal Arterial
- Route 41 is classified as a Major Collector

#### ADT

- Route 41(Sharon Rd) intersection with Route 44: **5,800**
- Route 44: spans **6,900 – 8,400**

#### Population and Employment Data (2014):

- Population: 3,708
- Employment: 2,046

#### Urbanized Area

- Routes 41 and 44 are not located within an Urbanized Area

#### Demographics

- The statewide average percentage below the poverty line is 10.31%. There are no areas in Salisbury exceeding the state's average.
- The statewide average percentage minority population is 30.53%. There are no areas in Salisbury exceeding the state's average.

#### Air Quality

- Salisbury's CIPP number 318
- Salisbury is within the Greater CT Marginal Ozone Area
- Salisbury is within a CO Attainment Area

**Pathways Committee – 2017 schedule of meetings**

**First Monday of every month after the Selectmen Meeting**

**5:30 p.m. in Salisbury Town Hall**

January 9

February 6

March 6

April 3

May 1

June 5

July 10

August 7

September 11

October 2

November 6

December 4