

**Dufresne Group**

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# Memo

**To:** All Attendees  
**From:** Stanley Welch  
**Date:** August 13, 2021  
**Re:** Island Pond Downtown Improvements Scoping Study  
Kick Off Meeting

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A kick-off meeting for the Island Pond Downtown Improvements Scoping Study Project was held on Tuesday, August 10, 2021 at 6:00 p.m. at the community waterfront pavilion off of Cross and Mill Streets. The primary purpose of the meeting was to introduce the project team, review the project area, discuss the outcomes of previous studies, and to collect community input and perspective. If any items have been inadvertently omitted or are incorrect, please contact Stanley Welch at Dufresne Group. The following people were in attendance:

Tim O'bar	Hearth & Home Country Store
Debby Monfette	CNB
Jeanne Gervais	Selectboard, Chamber, Planning Commission
Maria Perry	Kingdom Market
Lisa Cooper	
Heather McElroy	Selectboard
Carolyn Miller	Resident
Joel Cope	Town of Brighton
Stephanie Nagle	Chamber, Lister
Brandy Goulet	Brighton Recreation/Century 21
Paul Chambers	Brighton Rec. Director
Bruce Rumball	Brighton Maintenance
Emma Gunn	Brighton Recreation, C21, F&F
Mike Strait	Hearth & Home Country Store, Selectboard, Planning Commission, Downtown Committee

Janet Osborne	Resident
Stan Welch	Dufresne Group
Andrea Day	Dufresne Group
Jon Slason	RSG

The following are comments relating to the items on the agenda.

#### 1. INTRODUCTIONS

- The consultant project team in attendance was introduced.
- The community members present introduced themselves and indicated their role in the community.

#### 2. LINE OF COMMUNICATIONS

- Joel Cope, the Brighton Town Administrator will act as the primary point of contact for the consulting team and the community. Mike Strait will assist with community communication and distributing project materials.

#### 3. PROJECT REVIEW

- The intersection of VT 114 and VT 105 was discussed and figures of the two previously developed alternatives were reviewed. It was determined that the roundabout option is not preferred and that the alternative to tighten the intersection is the better option.
- Widening the sidewalks was generally discussed as a preference of the community.
- Loss of parking is not preferred, but some lost spaces would be considered if necessary to improve safety.
- The narrowing of the lanes was discussed and indicated as a good option.
- Bump outs at the intersection were discussed to control parking, improve visibility, and reduce speeds. It was mentioned that bump outs create hardship during snow removal. The normal snow removal process was discussed. It was noted that a 54" tractor mounted snowblower is utilized on the sidewalks and that the snow is blown into the street where trucks remove it and stockpile around town before hauling off.

- Creation of green space was discussed and concerns were voiced:
  - i. Green strips can be too narrow to sustain vegetation or hold any meaningful amount of snow.
  - ii. Trees that are planted are often not well suited and need to be removed or replaced.
  - iii. Added maintenance to mow, weed, trim.
- The long crosswalk from the south west corner of the intersection to Kingdom Market was discussed and it was agreed that it is too long and creates a hazard. Any alternatives developed for the intersection will address the excessive length of the crosswalk, or consider alternative locations to cross.
- Truck traffic through the intersection was discussed and it was indicated that trucks have a tough time making the turn up the hill onto 105 while leaving town. It was also noted that trucks making the right hand turn from 114 onto Cross Street take up both lanes to make the 90 degree corner. Community members indicated that truck traffic is heavy, and expected to increase.
- There was some discussion about the flow of traffic of Main Street intersection. It was noted that there have been some backups at the Passumpsic Bank drive-thru which have caused traffic issues and that reversing the one way direction could be a feasible option. The possibility of eliminating the Main Street access from the intersection was also discussed during the site walk at the end of the meeting.
- Kingdom Markets access and traffic flow was discussed:
  - i. It was highlighted by the owner that any alternatives developed must consider truck and trailer access to the gas pumps and around the store back into traffic.
  - ii. The owner noted that there have been numerous improvements to try and improve traffic flow including painting arrows, moving barriers, and rearranging parking delineation.
  - iii. It was noted that vehicles do not observe the dedicated access areas and exit/enter the lot between the barriers. This was observed during the site walk.
  - iv. It was generally agreed that the access opening into the intersection is too wide and contributes to confusion when vehicles enter and exit the market. Alternatives developed will

consider improvements to the access, accommodate truck and trailers, and work to address the crosswalk.

- The Intersection of Alder, Cross, and Mill Streets was discussed.
  - i. The parking at Ace Hardware was brought up as hazardous along Cross Street between the existing paved sidewalk and the business. The possibility of adding a raised curb and sidewalk to eliminate access from Cross was discussed and viewed as a good option. It was noted that the parking North of Ace Hardware off of Cross Street is for the tenants of the adjacent building.
  - ii. The telephone pole on Alder Street was identified as a parking and access hazard but previous attempts to have the pole removed or relocated have not been successful.
  - iii. The parking along Alder Street for Dollar General was discussed and it was indicated that the raised concrete curb separating the street and the parking area is a hazard that is often driven over. This item is likely outside of the scope of the project due to it likely being sited on private property.
  - iv. There was discussion about improving the view from Cross Street to the waterfront. It was recommended that the no parking area in front of the pavilion be more clearly delineated.
- Narrowing Cross Street was discussed and viewed as a favorable option.
- Limiting curb cuts and providing longer flat runs in sidewalks is preferable over many curb cuts and slopes in the sidewalk. The addition of a green strip would aid with this issue as well.
- Parking access to the Essex House and historical society was discussed. Narrowing the access and delineating the parking is a favorable option.
- The overhead utility relocation project was discussed along Cross Street.
  - i. Joel indicated that the utility company will look to relocate the transmission main along Alder Street around the Essex House based on preliminary discussions.

- ii. After the transmission main is relocated, it is preferred that all other utilities be located underground along Cross Street and that the poles are removed.
  - iii. Joel to provide utility contact info to DG so DG can begin discussions.
- Water and Stormwater Projects were discussed.
  - i. Andrea indicated that any improvements would likely reduce the overall impervious area which would contribute to stormwater improvements and ease permitting through the project.
  - ii. Potential USDA RD funding opportunities for construction of water, wastewater, and roadway improvements were discussed.
- Wayfinding was discussed and it was noted that the Town has adopted the new logo and is displaying on banners around town.
- A draft of a local concerns questionnaire was reviewed. There were no major changes recommended at the meeting but feedback is welcome to improve community participation and responses.

#### 4. INFORMATION FROM THE TOWN

- Andrea and Stan will work with Joel to collect previous studies, water system reports, and any other utility project reports/drawings that may be available for the project area. If files are not available electronically, Dufresne Group will collect, scan, and return hard copies with electronic files as well.

#### 5. SCHEDULE

- The overall project schedule was presented. There were no questions or concerns. The schedule will be monitored to coordinate scheduling of the local concerns meeting.
- USDA RD is hoping the project will be complete by April to allow for funding application for design and construction.

#### 6. SITE WALK

- The project team walked the area and discussed possible improvements and problems. Notable areas observed were:
  - i. Ace Hardware

- ii. The Gas Pumps at the Brighton Garage
- iii. The Intersection of VT 114, VT 105, and Main Street
- iv. Kingdom Market Access/Egress
- v. Sidewalk along the south side of Main Street between Cross and Mill
- vi. Community National Bank access and sidewalk



Option A



Option B



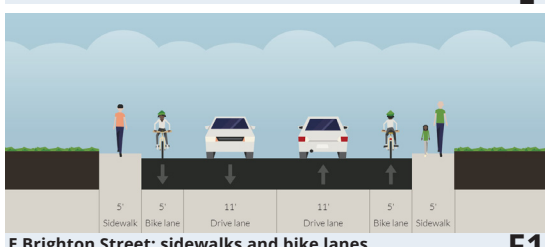
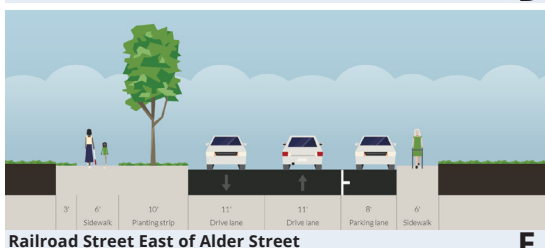
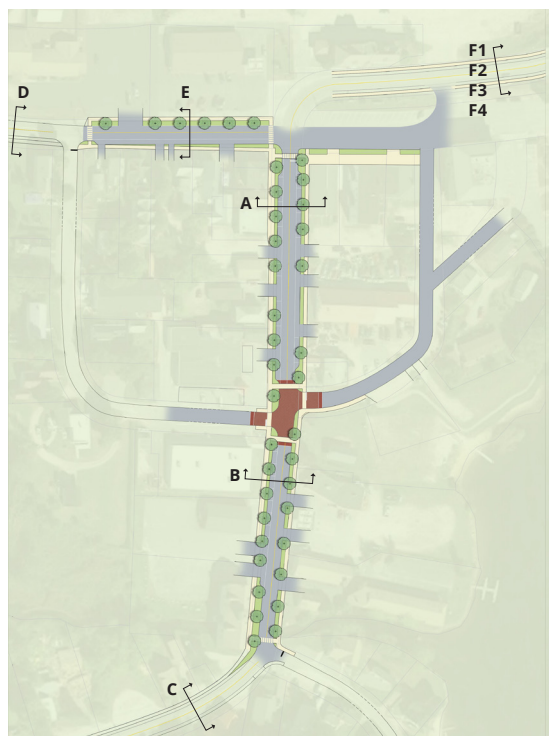
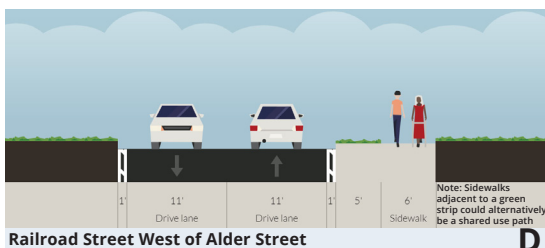
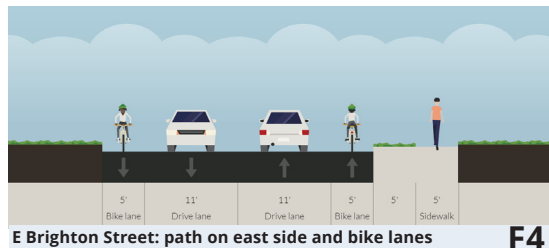
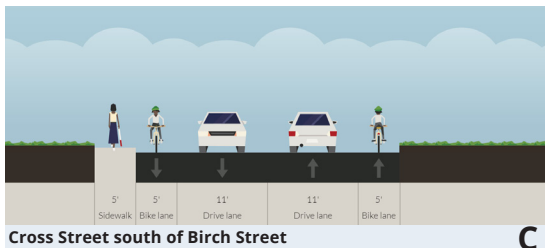
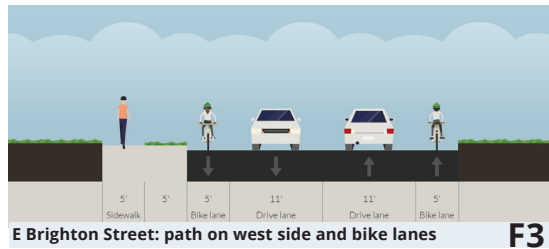
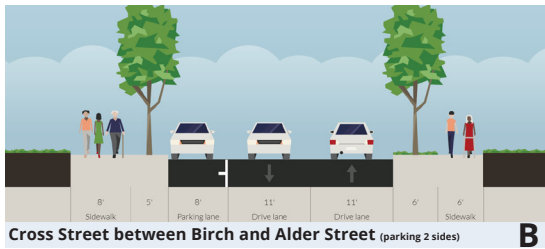
# Cross Street Streetscape







# Streetscape Sections



Island Pond Downtown Improvements	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022
Project Kickoff Meeting											
Compile Base Map / Document Existing Conditions	█	█									
Local Concerns Meeting											
Receive Public Input		█	█								
Identify Land Use Context		█	█								
Develop Conceptual Alternatives			█	█	█	█					
Develop Preliminary Cost Estimates				█	█	█					
Identify Right-of-way Issues				█	█	█					
Conduct Feasibility Analyses of Utility Plans			█	█	█	█					
Identify Natural and Cultural Resource Constraints and Permitting Requirements				█	█	█					
Alternatives Presentation											
Receive Public Input					█	█					
Project Time Line						█					
Report Production						█	█	█	█		
Report review by Town and Vtrans								█	█		
Report Presentation											
Final Report Production									█	█	█

**SAMPLE QUESTIONS**

**LOCAL CONCERNS MEETING QUESTIONNAIRE**

1. What is your relationship to Island Pond?
  - Year-round resident of Island Pond or Brighton
  - Owner of a vacation home in Island Pond or Brighton
  - Visitor
  
2. What is your home zip code?
  
3. Of the following improvements, rank those that you feel would benefit Island Pond most(1) to least(4)
  - Improved sidewalks
  - More green space
  - Improved street lighting
  - Bicycle infrastructure (bike lanes, bike racks etc.)
  
4. Do you feel there is sufficient parking in downtown Island Pond?
  - Yes
  - No
  
5. Do you feel the sidewalks need to be improved in downtown Island Pond?
  - Yes, if so, why? \_\_\_\_\_
  - No
  
6. Would additional road and wayfinding signage help you navigate downtown Island Pond?
  - Yes
  - No
  
7. Do you think adding green space and/or trees along Cross Street would be an improvement?
  - Yes
  - No
  
8. Do you prefer asphalt or concrete sidewalks
  - Asphalt
  - Concrete



**Island Pond Downtown Improvements**

9. Would you prefer wider than normal sidewalks (>5') to provide areas for businesses to provide seating? Note that in areas with wider sidewalks, greenspace may not be possible.

- Yes
- No

10. Is parallel parking on Cross Street needed?

- Yes, one side of street only
- Yes, both sides of street
- No

Additional Comments

Contact Information (optional)

Name:

Address:

Email:

Phone:

