

Oak Bluffs Streetscape Improvements Circuit Avenue

Meeting Minutes

Meeting Date: Monday, March 21, 2022, 11:00 am

Meeting Location: Intersection of Circuit Ave. & Healey Square

Attendees: Deborah Potter, Town Administrator/Accountant, Town of Oak Bluffs
Richie Combra, Highway Department Superintendent, Town of Oak Bluffs
Jackie Hempstead, Project Engineer, Lawrence Lynch Corp. (Contractor)
Tony Augusto, Project Superintendents, Lawrence Lynch Corp.
Tim Wong, Waterfield Design, Inc. (WDG)
Kathy Laskowski: Oak Bluffs citizen representative

Copies To:

Wendy Brough, Assistant Town Administrator, Town of Oak Bluffs
Debra Alley, Administrator to the Select Board, Town of Oak Bluffs
Brian Packish, Chairperson, Oak Bluffs Board of Selectmen
Chris Lynch, Adam Peterson, Melissa Rogerson, Jessica Sonia: Lawrence Lynch Corp.
Craig Miller, Waterfield Design, Inc.
Michael Silvia, Brian Hall: Oak Bluffs Water District (OBWD)
Tommye-Anne Brown, Christina Izzo: Oak Bluffs citizen reps

Purpose: Site construction meeting

1.00 House Keeping / Administration

1.01 Road Closures – Two single-day road closures of Circuit Ave are planned for the week of April 4, for the Contractor to lay leveling course bituminous paving and to adjust castings to the new finish grade. Road closures are also scheduled for the week of April 11 for top course paving and line painting. The Contractor will provide a more precise schedule to the Town as soon as weather and scheduling become clear. Contractor shall coordinate road closures with OBPD and OBFD. Sidewalks will remain open during these times.

1.02 Silt Sacks in Catch Basins – Silt sacks were observed to be letting insufficient stormwater through to the drain system, due to being clogged with the silt. This caused local ponding during a heavy rain event last week, such as at Corner Store. Before this Thursday's rain event, Contractor shall replace the silt sacks in the affected areas with new ones, and monitor the silt sacks for future clogging.

1.03 Next Meeting –Next meeting will be in two weeks- Monday, April 4 at 11am at the site.

2.00 Construction Work Upcoming / In Progress

2.01 Drainage – The Town will clean out a clogged existing area drain between Reliable Market (#36 Circuit) and Benito’s (#38 Circuit). Stormwater was observed pooling in the low point that the area drain was installed in.

2.02 Sidewalk Paving – Concrete paving for Phases 4 & 5 has been laid. Brick paving areas at the ends of the project will be installed this week and next. Contractor is parging the bottom of concrete or masonry building walls where the back of sidewalk elevation has been lowered compared to previous conditions, such as at curb cuts.

Concrete panels at Reliable Market that were draining towards the building were reinstalled and now pitch towards the curb. The building wall’s baseboard and flashing has been adjusted to align with the higher back of sidewalk elevation.

2.03 Crosswalks –The crosswalk going from Vineyard Vines to Third World Trading is being installed. The other two crosswalks at the Kennebec Ave. intersection have been installed.

3.00 Outstanding Items

3.01 Loading Zone – The Town will discuss providing an early morning-only loading zone for commercial vehicles in the two Circuit Ave parallel spots closest to Healey Square.

Prepared by:

Tim Wong
The Waterfield Design Group, Inc.

These meeting minutes are the interpretation of the writer. Any discrepancies found should be brought to the attention of the writer within two weeks for discussion and amendment of the minutes, if warranted. If no comments are received, the record of this meeting will be considered final.