



SCOPE OF WORK & PUBLIC PARTICIPATION PLAN

Mashpee Rotary Study

REDUCING CONGESTION, IMPROVING SAFETY, AND ACCOMMODATING ALL USERS

BACKGROUND

The Mashpee Rotary is a five-leg, major regional transportation node with the intersections of Route 28, Route 151, Great Neck Road North, and Great Neck Road South. The Mashpee Rotary has been identified as a priority for investigation. The rotary is often congested, particularly in the summer months. Along the rotary and its approaches, congestion is a barrier to reliable inter-regional access between the towns of Falmouth and Mashpee to Barnstable and other towns on the eastern portions of Cape Cod. Residents and visitors navigating the rotary may be connecting to various destinations including Hyannis, North Falmouth, New Seabury, nearby retail and community destinations or the limited access highway, Route 6. There are prominent safety concerns in addition to the congestion issues. This study will serve as a continuation of the previous Route 28 study in Eastern Mashpee that included the Route 130/Route 28 intersection through the Orchard Road/Route 28 intersection.

Also of key concern is accommodation for all road users including motorists, pedestrians, bicyclists, and transit users. This is a heavily used corridor for non-motorized users looking to access their jobs and retail destinations from their neighborhoods.

The Mashpee Rotary is also identified as a high crash location according to the MassDOT 'Top High Crash Intersection Locations' portal. A review of the "Barnstable County High Crash Location" (Cape Cod Commission, 2014) lists the Mashpee Rotary as a top 50 crash location for several criteria:

- Number of crashes – Rank #24 (28 crashes)
- Equivalent Property Damage Only – Rank #25 (EPDO* 56)



**Equivalent Property Damage Only (EPDO) calculation multiplies 1 times the number of Property Damage Only crashes, 5 times Injury Crashes, and 10 times Fatal Crashes.*

Crash data is based off 2009-2011 MassDOT crash data. Any potential improvements along this corridor must be balanced with impacts on the environment and neighboring properties.

DESCRIPTION OF SERVICES

The Cape Cod Commission, under the Unified Planning Work Program, will conduct a transportation planning study for the study area with the following study goal:

- Develop alternatives that will provide safe and convenient access within the study area for all users of the roadway system including pedestrians, bicyclists, and motorists.

PROJECT LIMITS

The study area consists of the Mashpee Rotary and the approaching roadways: Route 28, Route 151, Great Neck Road North, and Great Neck Road South. Please see the Study Area map below.





PROCEDURES

Task 1: Project Initiation

Commission staff will gather past studies and develop a plan for analysis of the study area. This task will include meeting with Commission staff and a consultation meeting with Town of Mashpee and MassDOT District 5. Commission staff will also consult with Cape Cod Regional Transit Authority staff.

Product: Final Scope of Work and Public Participation Plan

Task 2: Data Collection, Mapping, and On-Site Reconnaissance

Commission staff will gather data including crash locations, roadway geometry, traffic volumes, pedestrian/bicycle connections and land use information. At a minimum, traffic volume data will be collected at multiple locations along Route 28 and at Mashpee Rotary approaches.

Commission staff will visit the study area to evaluate and photograph conditions. Town staff will be invited to attend the site visit.

Task 3: Listening Session

Commission staff will prepare for and host a public kickoff meeting in or near the study area where opportunities and constraints along the corridor will be identified. The meeting will include a brief presentation including information gathered as part of the first two tasks, but focus on input from the stakeholders in attendance at the meeting.

Product: Summary of Listening Session

Task 4: Concept Development and Refinement

Information collected during the previous task will be reviewed with Town of Mashpee and Cape Cod RTA staff and preliminary concepts will be developed. Conceptual design plans will illustrate options for corridor improvements with a minimum of 3 alternatives. One of these alternatives will be the “no-build” scenario and will form the basis of comparison for any of the “build” alternatives.

Product: Preliminary Concepts and Summary of Feedback



Task 5: Public Review of Concepts

After review of the preliminary concepts by Commission, MassDOT District 5, Town and CCRTA staff, the preliminary concepts will be presented at a public meeting. Feedback on the preliminary concepts will be used to refine those concepts.

Product: Summary of Public Meeting

Task 6: Draft and Final Report

Concepts will be refined based on public comments and feedback from Town, MassDOT District 5, CCRTA, and Commission staff.

Refined concepts will be prepared as part of a draft report. The draft report will also include an analysis of each alternative's impact on traffic flow and safety. General criteria that may be applied include:

- Change in through-trip travel times & distances
- Queuing
- Safety impacts (e.g., change in number of conflicting traffic movements & expected traffic demand at each)
- Environmental impacts (air quality, intrusion near wetlands, etc.)
- Right-of-Way impacts (need to acquire property for construction of alternative)
- Expected cost to construct

All of the information and comments received will be compiled into a final report document and delivered to MassDOT, the Town of Mashpee, and the Cape Cod RTA.

Product: Draft and Final Report

TIMELINE

The schedule for this effort allows for completion by October, 2019.

PROJECT TIMELINE

Task	Product	MAY- JAN '19	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
Task 1: Project Initiation	<i>SOW & PPP</i>		◆								
Task 2: Data Collection, Mapping, and Site Visit	<i>Data and Maps for Other Tasks</i>										
Task 3: Listening Session	<i>Summary of Listening Session</i>			◆	◆						
Task 4: Concept Development and Refinement	<i>Concepts for Public Meeting</i>										
Task 5: Public Review of Concepts	<i>Summary of Public Meeting</i>							◆	◆		
Task 6: Draft and Final Report	<i>Draft and Final Report</i>									◆	
		◆ - Coordination Meeting(s) ◆ - Public Meeting(s)									



Mashpee Rotary Study: Public Participation Plan

PUBLIC PARTICIPATION GOALS

The goals of the public participation plan are as follows:

- Gather input from community stakeholders and the public to establish a vision for the corridor
- Solicit feedback of potential alternatives

COORDINATION MEETINGS

As key points in the project, as identified in the project timeline, coordination meeting will be held with CCC, Town, MassDOT, and CCRTA staff. Coordination with the Mashpee Wampanoag Tribe and other interested parties will also occur at these key points in the project.

PUBLIC MEETING - LISTENING SESSION

A key step of this project is to meet with local stakeholders including local residents, local business owners, and other interested parties. With input from Town Staff, a concerted effort will be made to incorporate a representation of the adjacent Title VI protected populations. The purpose of this meeting is to:

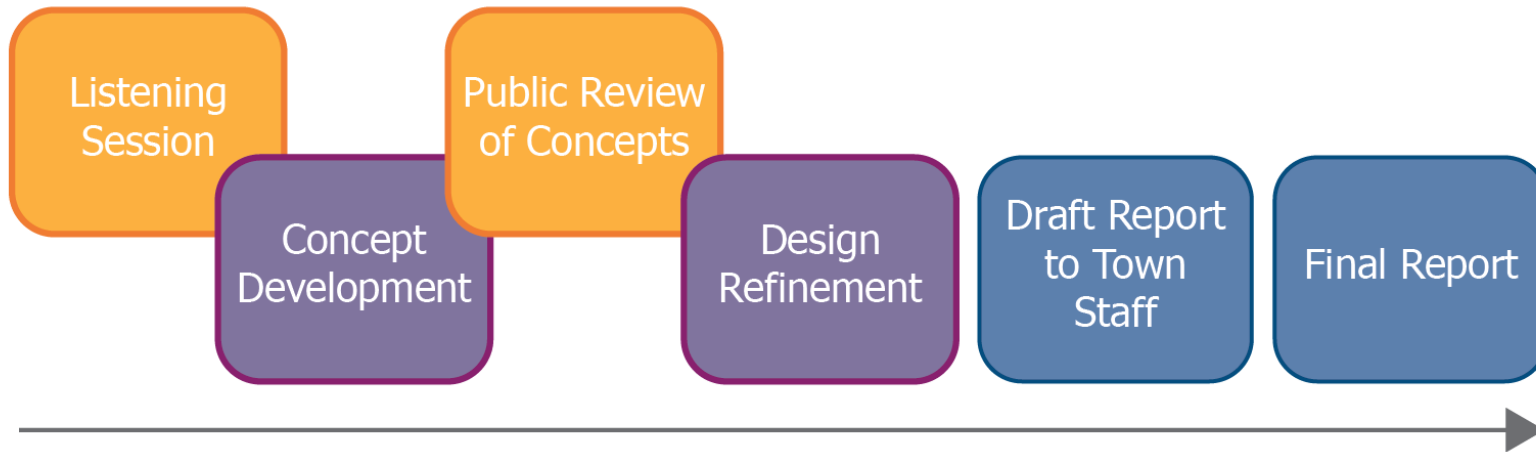
- review and prioritize project goals
- identify opportunity areas and constraints
- discuss potential improvements for the corridor

Commission staff will prepare a summary of comments received at this session.

PUBLIC MEETING - REVIEW OF CONCEPTS

The Commission staff will present conceptual design plans for review by the public. Commission staff will incorporate feedback from the public into refined alternatives. These refined alternatives will be included in the draft report presented to Town staff.

PROJECT PROCESS





PROCESS PROTOCOLS

The following protocols are proposed in order to maximize public transparency, participation, and satisfaction with the process.

CONTACTS

- *CCC Project Managers:* Steven Tupper and Colleen Medeiros
- *Town of Mashpee Project Managers:* Catherine Laurent, Director, Department of Public Works and Evan Lehrer, Town Planner

MEETING LOGISTICS & NOTICING

- CCC staff will coordinate with town staff to arrange the location, date and time of all workshops and/or meetings associated with the project.
- Town staff will reserve the location for all public meetings held within their town. Town staff is responsible for coordinating the telecast and video taping of the workshops where possible. Microphones and audio/visual will be provided by the town as needed.
- CCC staff will prepare notices, including flyers and informational postcards, to advertise all scheduled meetings and will provide said notices electronically to the town prior to the required noticing date.
- Town staff is responsible for noticing meetings consistent with the noticing requirements below. The notification protocol checklist created by the town is as follows:
 - Direct mail notice to property owners, property occupants, and key stakeholders (shall include, at a minimum, abutting residential properties and commercial properties in the abutting commercially zone districts) within the town
 - E-mail notices to boards, committees, department heads as deemed applicable
 - E-mail notices to previous attendees or others who have expressed interest in the project
 - Public notice ad in the Register (2 weeks in advance)
 - Website posting on Town Meeting Calendar
 - Post of bulletin boards at Town Hall and Libraries
 - Post on the relevant town social media platforms

PROJECT EMAIL LIST

A project email list will be developed with assistance from Town staff and maintained by CCC staff, populated by those who sign up for project updates via the project web site and when signing in at the public workshops. This list will be used to provide periodic updates and to notify people when new materials or FAQ updates are posted on the website.

WEB SITE

The website is intended to be the primary mechanism for distributing project-related information, receiving input and providing a forum for comment from the public. CCC staff will establish a dedicated website for the project that will act as a portal for project related information. This website may be linked to the town websites, informing visitors of the existence of this project and providing basic information about the roadway project.

- *Both Websites:* Both websites will include a description of the project, an e-mail address for people wishing to make comments (a CCC email), and announcements.
 - *Town Websites:* The town will provide a link to the Commission's project website.
 - *Commission Website:* The Commission's website will be used to distribute project materials.
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PUBLIC COMMENT

- ***Point of Contact:*** All public comments should be directed to the CCC Project Manager. Written comments may be submitted by mail or submitted via email. A link to this address will be included by the Town and the Commission on the project websites.
- ***Response to Questions:*** Questions posed by the public will be taken into consideration during the design phase.

PRESENTATION MATERIALS

- ***Release of Materials:*** Materials prepared by CCC staff for presentation at scheduled workshops will not be distributed in advance of the workshop. CCC staff will distribute workshop materials to the public during the workshop.
- ***Posting of Materials:*** CCC staff will post workshop materials on the commission project website after each workshop has been completed. CCC staff will provide digital copies of workshop materials to the town as part of the regular updates.

STATUS REPORTING

- ***Coordination Meeting:*** Town staff will be apprised of project development status through coordination meetings scheduled throughout the duration of the project.

CAPE COD COMMISSION

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