

- **Develop Owner's Manual**
  - i. Carole B will review prior material and provide draft outline by March.

- b. Final Design RFP – –posted on MDOT & ETA websites last week To view go to: <http://eastertrail.org/> Select: Document Library/Archives
- c. Ad appeared in the Portland Press Herald (Fri 1/09) as well as Maine Sunday Telegram (Sun 1/10)
- d. Inquiries received to date from Oak Engineers, SGC Engineering, Gartley & Dorsky, Gawron Turgeon Architects, Sebago Technics. **Gorrill-Palmer; Ann Kearsley Design; SYT Design Consultants; Woodard Curran; Randi DuBois,m Civil Consultants; Meriton International; Oak Point**
- e. Schedule for Final Design:
  - i. Pre proposal meeting **Fri 1/15/10 9 AM Saco City Hall**
  - ii. Questions due to ETMD & City of Saco **Thurs 1/21/10 4 PM**
  - iii. Responses to bidders due **Mon 1/25/10 4 PM**
  - iv. Deadline for proposals **Fri 1/29/10 2 PM**
  - v. Selection No later than **Fri 2/05/10**

## ii. Next Steps

- Award and proceed with Final Design
- Resolve all route concerns (TA, Unitil, MDOT, **CMPCo**)
  - a. **Mtg on 1/14/10 4:30 w/TA**
  - b. **EMIs 1/12/10 CMPCo – requesting delay until their upgrades approved and completed – f u response from etmd requesting reconsideration – cmpco willing to meet and discuss ETMD need to alert MDOT**
- Commence easement negotiation where necessary with all abutters
- Coordinate Planning Board Reviews which may be required in Saco & OOB
- Target Schedule for FD completion is Spring, 2010

## 2. ETMD Operational Priorities

### • ET Maps Status

- i. 1/07/10 BlackFly has converted the Photoshop layouts to real xhtml (programmed) web pages. Most of the links are programmed in.
- ii. They are still working on the site's mapping features (the "ET Maps" link, the "View Route..." and "Mobile-Opti..." links), so these links are disabled while they develop and test the functions of these sections.
- iii. You can view the beta site at: <http://etmd.blackflyinteractive.net/>  
Contact page at:<http://etmd.blackflyinteractive.net/contact/>
- iv. BlackFly has requested information and comments on the following which Terrence Parker will address at the ETMD meeting on 1/13/10  
Any News or Alerts? <http://etmd.blackflyinteractive.net/news/>  
Do we have any Donors or Sponsors that we should list?  
<http://etmd.blackflyinteractive.net/links/resources.aspx?id=1>  
How do you become a Sponsor or a Donor?  
<http://etmd.blackflyinteractive.net/contact/etmd.aspx?id=6>

### • Signage, Funding & Route Questions (draft questions attached to November Summary)

- i. Dan Stewart, MDOT Bike-Ped Administrator – attended 12/09/09 meeting and will come back to ETMD meeting on 2/10/09 to discuss

### • ET Economic Summit

- i. Bob H & John A have proposed an Economic Summit be held in spring, 2011 promoting the ET. This would be similar to the very successful one presented for the Down East Sunrise Trail April 2, 2008. Copy of Sunrise Program attached to November Summary. Bob H will discuss further at January ETMD meeting.

### • 2009-2010 Dues

- i. Initial dues letter & invoice sent on 12/23/09 with stack of ETMD Jan 2010 newsletter.
- ii. Dues received to date from Scarborough and ETA.

### • ETMD Monthly Financial Report

- i. Draft report completed – will be discussed at January meeting.

### • Website <http://www.eastertrailmanagement.org/index.html>

- i. Website Administrator - Need one! To be discussed at January ETMD meeting



## Monthly Summary December – 2009

### 1. Ongoing Projects:

- **Kennebunk – Arundel - Biddeford - PIN13341.00**

- i. **Summary**

- Construction Phase:

- a. Completed: North Bound Preload; Settlement Platforms South Bound; Unitil moved unused gate, placed boulders to limit Emmons Rd access.
      - b. Complications: A slope failure occurred in mid-December on the South Bound side requiring additional work to stabilize and resume fill work for bridge. On 12/22/09 MDOT, HNTB, FHA & ETMD met to discuss; a second meeting will be held late January. Since then, settlement platforms, a burrow and additional material has been added to the fill to stabilize. **F U per HNTB – borings will be done to assess procedure going forward – should be complete Feb-Mar – will hold mtg with stakeholders most likely late Feb – this will NOT delay the project**
      - c. In Process: Continue placement of burrow South Bound, approx. 1500cy per day. Slopes of preload fills will be double mulched. Use of wood chips was acceptable but BIG opted for placing mulch. **Per HNTB BIG will continue work on retaining walls and other “winter possible” projects – has reqd mtgs continue. Re Bridge – HNTB open to input from parties on bridge design – (per request of Tony B ECGA) plan to complete bridge design end of Feb –bid July – award Aug)**
      - d. Meetings: MDOT hosts project meetings every Thurs, 11 AM, at Construction Site trailer located on MTA Facility Lot at Exit 25, I-95. If interested in attending on behalf of ETMD, contact Alan Perkins, on site project manager at <PerkinsA@pbworld.com>

- Design Alternatives:

- a. MDOT has requested Unitil revisit the Final Design to see if there may be any leeway regarding the mandatory 5’ setback. Meeting has not been scheduled yet.

- **Saco to OOB – Cascade Road to Thornton Academy - PIN 13340.00**

- i. **Status**

- Preliminary Design

- a. 11/20/09 - PDR delivered to ETMD (Bob H, Carole B, Jessica W), MDOT (Joel K, Dan S) & Unitil (Roger B) for review and was approved by all. Hard copy will be brought to 1/13/10 meeting.
      - b. Unitil has some concerns that will be addressed during the Final Design phase but nothing as monumental as what we faced on K-A-B project.

- Final Design

- a. ETMD requested MDOT consider sole-sourcing the Final Design to DeLuca Hoffman (DHAI). Although all agreed DHAI did a fantastic job on the PDR, the Preliminary Design RFP called for a Final Design RFP; thus sole sourcing was not a viable option.