



INTEROFFICE MEMORANDUM

To: Select Board
From: William J. Cundiff, P.E., DPW Superintendent
Date: June 26, 2025
RE: Project Status

Currently, the DPW has an array of active Projects that are being working on. The current Status and summary of some are as follows:

Willow Street Sinkhole

Design for this project is largely funded through a Culvert Replacement Municipal Assistance (CRMA) Grant administered by the Massachusetts Division of Ecological Restoration (DER). The Town was awarded up to \$220,400 and has submitted \$54,716 for reimbursement to date. Final design is approximately 75% complete, with submission expected by July 2025. Advertising for construction is anticipated in October 2025, with a contract award expected by December 2025.

Permitting is approximately 50% complete. Notices of Intent for each location are being prepared for submission in July 2025. Preparation of the Water Quality Certificate (WQC) application has begun, with sediment sampling scheduled for July and submission to MassDEP anticipated in August.

Northborough Road Sinkhole

Design is approximately 50% complete, with final submission expected in August 2025. Permit applications are being prepared in parallel with the Willow Street project, with submittals anticipated by the end of summer 2025. Sediment sampling will coincide with Willow Street's.

Central St / John Street Sinkholes

Due to their proximity, these projects have been combined for bidding and construction. Design is complete, and bidding is underway. Construction is expected to begin in the coming months.

FY 26 Paving Program

This program targets the Town's most deteriorated roads while drainage systems are still being evaluated. Bid documents are being finalized for improvements to Parmenter Road, Edmunds Road, Waveny Road, Acre Bridge Road, Cordaville Road, Northborough Road, and portions of Pine Hill Road. Additional surface treatments—such as crack sealing, micro-sealing, and fog sealing—are also under consideration.

Pine Hill Road

Surveying of the existing conditions is starting in order to assess potential layout improvements and drainage upgrades, including possible sidewalk installations. This is a more comprehensive review than the paving planned under the FY26 Paving Program.

Lovers Lane

Surveying is underway in preparation for a planned water main replacement. Road improvements will be incorporated as feasible. Funding is expected to come from the Hopkinton interconnection project.

5-Year Pavement Management Plan

Following adoption of the new Pavement Management Plan (See: <https://tinyurl.com/2024FinalPMPreport>) and the accompanying Map (See: <https://tinyurl.com/2024FinalPMPmap>), all public ways in Town have been ranked and scored. Based on this data, projected 5-year RSR outcomes under various funding scenarios are as follows:

<u>Annual Funding Level</u>	<u>Projected 5-Year RSR Outcome</u>
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\$428,000 (Ch. 90 only)	Decreases to 70
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\$850,000	Maintains current 72.4 RSR
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\$1,250,000	Improves to approximately 75
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Note: These figures account for 3% annual inflation and assume curb-to-curb paving only—sidewalks, drainage, and utility work are not included.

Given the Town's need for roadway improvements, I will be preparing a plan and a warrant article for funding consideration at the Spring Town Meeting.

Framingham Road / Marlboro Road TIP Project

This Transportation Improvement Project (TIP) is in coordination with MassDOT. A Project Scoping Meeting is expected in August. The Town will contract with VHB to advance design to 25%. Estimated 5-year design cost: **\$1.2 million** (subject to final scope with MassDOT).

Cordaville Road TIP Project

This TIP project also involves MassDOT coordination, with a Scoping Meeting expected in August. VHB will be contracted to develop 25% design. Estimated 5-year design cost: **\$1.2 million**.

RRFB Pedestrian Curb Ramp Upgrades – Multiple Locations

Design is complete. We are awaiting MassDOT's award notice for RRFB crossings. The project can be advertised once funding and award confirmation are received. Estimated cost: **\$15K–\$50K per location**.

Richards Road Sidewalk – Cordaville to Woodland

Design is complete.

ConCom permitting expected to be completed on 6/26/2025.

Scenic Road permitting on-going (expected to be completed in August).

Project can be advertised in Fall 2025 pending available funding.

Total Cost: \$550,000 (including contingencies).

Woodland Road Sidewalk – Richards Road to Oregon Road

Design is complete.

ConCom permitting expected to be completed on 6/26/2025.

Scenic Road permitting on-going (expected to be completed in August).

Project can be advertised in Fall 2025 pending available funding.

Total Cost: \$900,000 (including contingencies).

Oak Hill Road Sidewalk – 38 Oak Hill to Oregon Road

Design is complete.

Scenic Road permitting on-going (expected to be completed in August).

Project can be advertised in Fall 2025 pending available funding.

Total Cost: \$650,000 (including contingencies).

Parkerville Road Sidewalk – I-90 to Middle Road

Design will be completed by 6/30.

Verifying the need for ConCom permitting.

Scenic Road permitting on-going (expected to be completed in August).

Project can be advertised in Spring 2025 pending available funding.

Total Cost: \$700,000 (including contingencies).

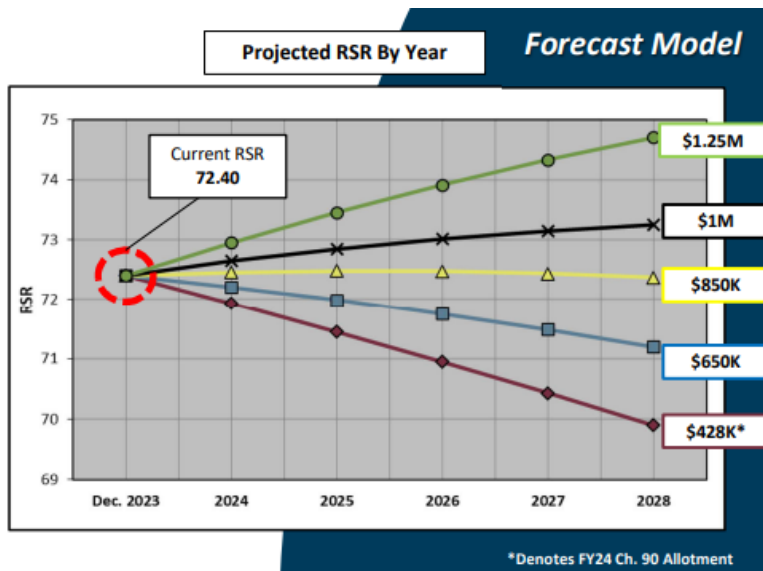


INTEROFFICE MEMORANDUM

To: Select Board
From: William J. Cundiff, P.E., DPW Superintendent
Date: June 30, 2025
RE: Road Improvement Financial Review

One of the first steps in implementing the Pavement Management Plan is evaluating how the Town can fund the various road improvements. The costs presented in the Plan reflect paving only and do not include engineering, permitting, utility upgrades (e.g., drainage), intersection enhancements, guardrails, signage, speed tables, or other associated improvements.

These estimates provide an annualized cost to treat roadway surfaces, and depending on the level of financial commitment, the overall condition of roads will either improve or deteriorate over time. The following table summarizes the Road Surface Rating (RSR) (where 0 is worst and 100 is best) relative to different funding levels:



- The Town's RSR as of December 2023 was 72.40.
- To maintain this RSR, an annual investment of \$850,000 is needed.
- To improve roadway conditions, a higher annual commitment is necessary.
- Conversely, lower investment levels will lead to declining road quality—and that decline accelerates quickly when funding is inadequate.

Currently, the Town receives approximately \$430,000 annually in Chapter 90 funds. In addition, we have a recent history of allocating \$400,000 annually at Town Meeting under Road Maintenance, bringing the total to roughly \$830,000 per year—just about the level needed to maintain the status quo.

To meaningfully improve our roads, either:

- An increased annual commitment, or
- An upfront capital outlay will be required.

I am working with VHB to develop a funding proposal for a 5-year capital plan that will improve roadway conditions in the short term. I am targeting the Spring Town Meeting to present this plan as a warrant article for funding consideration.