

**Present:** Manfred Enburg, John Senseman, Philip Meinel, and Mike Duerst (arrived 7:10 AM)

**Absent:** Russ Swiggum and Kirk Trainor

**Also Present:** John Wright, Clerk/Treasurer, Amanda Arnold, Planner/Administrator, Mark Judd, Town Patrolman, and Justin Temple, Developer for Woods at Watch Hill

1. **Call to Order/Approve Agenda** – Manfred Enburg called the meeting to order at 7:05 AM. Senseman moved to approve the agenda; 2nd by Meinel. Motion carried.
2. **Approval of July Minutes** – Senseman moved to approve minutes from 7/27/2016: 2<sup>nd</sup> Meinel. Motion carried.

3. **Review Draft Letter Regarding Proposed Changes to County Highway M, Stony Ridge Circle, Raymond Road, and County Highway PD –**

Chair Enburg shared a map prepared by the City of Madison of the proposed intersection design and surrounding area. He noted the proposed tunnel for westbound traffic on County Highway PD under County Highway M. He further noted the proposed bicycle trails and location of a proposed cul-de-sac to terminate the southwest end of Raymond Road. Planner/Administrator Arnold asked the group present for advice for what points to include in a draft letter that would be created by Arnold and City of Madison Principal Street Engineer Chris Petykowski. After brief discussion, it was agreed that Arnold should draft a letter of concerns about the proposed plans that includes the use of a Town parcel with residential development potential by the City of Verona for stormwater detention.

Chair Enburg would like for the extension of Meriter Way, which is planned, to continue through Town property with residential development to connect to County Highway M. There was brief discussion regarding negotiation with the City of Madison to assume maintenance responsibilities for all of Raymond Road. It was noted that the Federal Highway Administration (FHWA) is still in the process of reviewing environmental documents for this project. Chair Enburg stated that he is opposed to the proposed cul-de-sac and trails if it implies that the Town of Verona will be responsible for their maintenance.

4. **Discuss Woods at Watch Hill Intersection Design with Possible Action –**

Justin Temple, developer for Woods at Watch Hill, handed out documents to the group present. Ron Klaas of D'Onofrio, Kottke, and Associates who prepared the documents was not present. The scale drawings included elevations and fixed features (electrical pedestals, mailboxes, power poles, existing buildings, driveways, etc.) at the intersection of the private road and Shady Oak Lane for 500' to the south and 600' to the north. Furthermore, sight triangles were plotted for the stopping distance of 489.5' on either side of the centerline of the intersection. Developer Temple reported on his meeting between the Crawleys, Town Plan Commission Chair Douglas Maxwell, and Temple. According to Temple, the Crawley unequivocally will not consider relocating their existing driveway further south or to intersect with Temple's private road. There was brief discussion of working with the property owner to the north to clear brush and tree branches overhanging the Shady Oak right-of-way to establish the necessary sight triangle to the north of the intersection with the private road. It was noted that the existing driveway access through Unit 1 to Unit 2 will be abandoned when the private road is established.

Chair Enburg stated that the separation between the existing Crawley driveway and the private road was not ideal. There followed a brief discussion of a 300' standard separation between access points from Town roads that has been applied in a non-uniform manner. There was further discussion of possibly applying a deed restriction to the Crawley property upon change of ownership that would require the existing driveway to connect to the private road without encumbrance to the new owner. Chair Enburg asked Temple to request their design firm to square up the private road to Shady Oak Lane to a 90 degree alignment. Enburg further requested for the design firm to get enough surveyed of existing trees so that the Town can agree upon the sight distance triangles, detailed plans for ditching relative to the existing culvert beneath the Crawley driveway, and cross sections within the limits of this presented plan; without objection.

**5. Updates for Local Roads–**

Because approval of the intersection design for Woods at Watch Hill has been delayed, slag sealing scheduled for this fall by the Town on Shady Oak Lane will not be done in an area of 300-500 feet of the intersection. Developer Temple estimated that the major truck traffic for road construction will be completed by mid-September 2016; however, new homes will have regular concrete deliveries throughout the development process. It was agreed that slag sealing at the developer's expense near this portion of the intersection will not be pursued until 2017.

**6. Review Updated Road Data/Ranking Spreadsheet –**

Clerk/Treasurer Wright shared the updated spreadsheet that now includes columns for each Town road including lane width, certified miles, the number of driveways, context, and number of intersections with other roads. Wright noted that those roads with gray shading are considered single purpose; those with olive shading have been improved within the past five years. Member Meinel suggested adding a column for the posted speed limit; Wright agreed, but for some roads the speed depends upon the location, so it will be expressed as a range from low to high. Chair Enburg suggested grouping the roads into categories instead of alphabetical order.

**7. Discuss 2017 Public Works Budget Including a Review of Possible Capital Equipment Purchases**

Planner/Administrator Arnold reported upon the \$376,500 budgeted this year for the improvements to Goose Lake Drive, a portion of Sunset Drive, a hammerhead turn around on Wesner Road, slag sealing on Shady Oak Lane, bridge maintenance performed by Dane County, and crack sealing. The approximate balance of the net amount minus paid and committed funds is \$68,000. Possible uses of the balance included: restriping a section of Range Trail that has faded and an engineering study by MSA for stormwater issues in Hillside Heights (a summary of the proposed work was included in the handout for the Committee members-see attached). Patrolman Judd reported that he has been working with the City of Fitchburg Public Works Department to wedge portions of Fitchrona Road in the Town. Wedging on Fritz Road has been completed and a portion of Sugar Road is done. There was brief discussion regarding possible improvements to portions of Locust Drive within the Town.

The group then discussed possible capital equipment purchases in 2017 that included: a traffic counter that employs radar (\$4,000-\$5,000); two replacement ditch/bank mowers (\$25,000 for both); and a 135 horsepower replacement tractor (no estimate discussed). There was brief discussion that the 2007 Peterbilt dump body may need to be traded in and replaced in 2018.

**8. Schedule September 2016 Meeting and Agenda – Tuesday, September 27, 2016 at 7 AM:**

Call to Order/Approve Agenda  
Approve Minutes from 8/30/2016  
Discuss Updates to Woods at Watch Hill Intersection Design with Possible Action  
Review Kevin Lord Estimate for Engineering and Stormwater in Hillside Heights  
Continue Discussion of 2017 Public Works Budget  
Updates for Local Roads  
    Shady Oak Road  
Review Updated Road Data/Ranking Spreadsheet  
Review Traffic Counts  
Schedule October 2016 Meeting and Set Agenda  
Adjourn to Local Road Tour

**9. Adjourn - Duerst moved to adjourn to a Town Road tour; 2<sup>nd</sup> Senseman. Motion carried at 8:43 AM.**