

**PORTSMOUTH
TRAFFIC & SAFETY COMMITTEE MEETING
8:00 a.m. – Thursday, September 9, 2010
City Hall – Eileen Dondero Foley Council Chambers**

I. CALL TO ORDER:

Councilor Ken Smith, Chairman called the meeting to order at approximately 8:00 a.m.

II. ROLL CALL: Members Present:

Councilor Ken Smith, Chairman	Ted Gray, Vice-Chair
Steve Parkinson, Public Works Director	Ron Cypher, Member
Deputy Police Chief Steve DuBois	Harold Whitehouse, Member
	Kent Kirkpatrick, Member

Also present was Jon Frederick Parking Manager, Dan Hartrey Facility Project Manager, Steve Bartlett School Dept., Lisa DeStefano, Brian Anderson, and Robin Bousa.
Absent: John Connors and Christina Westfall

III. ACCEPTANCE OF THE MINUTES:

IT WAS VOTED on a Motion made by _____ to accept the minutes of the September 9, 2010 meeting. Seconded by _____. Motion passed.

IV. NEW BUSINESS:

(A) 62 Deer Street – Application for Driveway Permit - The Chair turned this over to the Vice-Chair. Steve Parkinson referred to the proposal in front of the members to install a driveway at the Henry Sherburne House on the Hill area of Deer St. A similar request for this property (the old PHA building, the white one by intersection of Russell and Deer Streets) previously came before this Committee. Previous owners of this property came forth with a proposal to install a driveway which was such that they had to back out from the driveway into Deer St. The City denied the driveway permit, it went through the court system up to the Supreme Court and the City prevailed, the driveway was not allowed. Since that time the property was sold and the new owners are using it as an office. Their proposal is somewhat different than the previous one as they are showing a driveway coming in with two parking stalls in the rear of the property giving them sufficient room to be able to drive in, park in the spaces, back up and turn around on the property and exit driving forward out onto Deer St. The previous proposal backed out into the street. Deputy Police Chief DuBois was concerned with the removal of an existing parking space which would be an approximate revenue loss of \$2,000 a year to the City. If this is approved, could this parking space be moved to a location that is more in front of the building and perhaps reconfigure this area to accommodate a space? Steve Parkinson referred to the current crosswalk coming across from the opposite side of the street that is quite askew to a handicap ramp in front of this building. If there is one space that would have to be removed to accommodate this driveway, suggests that as a condition for approval, move the existing crosswalk and handicap ramp closer to the proposed drive, raising the sidewalk back up in front of this facility, eliminating the handicap ramp that is there now. This would then give sufficient space to add a parking space in the current line that is just to the west of

this property so we would not lose a space. Also, the crosswalk would be a shorter distance across the street more in conformance with what we anticipate with future changes to the intersection of Russell and Deer Streets if the proposed hotel and convention center project on the opposite corner goes forward. This would be at the applicant's expense.

Steve McHenry of McHenry Architecture stated he was sure the owner would be amenable to the work required to upgrade the crosswalk as well as the handicap sidewalk.

Harold Whitehouse stated his concern with adequate room for a vehicle to go in, turn around and go out and with two vehicles parked there will there still be enough room for a vehicle to turn around. Mr. McHenry responded that the intent of the owner is for two parking spaces as well as room to turn around.

Steve Parkinson's concern is what will prohibit clientele from pulling in and parking in the driveway.

Mr. McHenry suggested some signage indicating "Parking for Tenants Only". A stipulation was suggested that a "Private Property Do Not Enter" sign be placed.

MOTION made by Steve Parkinson to approve the installation of this driveway with certain stipulations, one being installation of signage as previously mentioned "Private Property Do Not Enter". In addition, moving the existing crosswalk across Deer St. to a location to be determined with Public Works, the reconstruction and removal of the existing handicap ramp, reinstallation of granite curbing and any associated work with that as well as the removal of bricks - all at the expense of the applicant and under the direction and cooperation of the Public Works Department. Seconded by Ron Cypher. Motion passed.

V. OTHER BUSINESS:

Referrals from City Boards and Commissions

- (A) **155 Parrott Ave. - Portsmouth Middle School Renovation and Expansion** (TAC referral) – Lisa Destefano referred to a plan before the Committee showing the 1930's building the older part remaining, the remainder of the footprint is the addition of Part 11 project as well as the youth recreation facility. One of the biggest advantages of this project is getting all thirteen school buses off the street and bringing them onto the property.

Robin Bousa referred to the Executive Summary included in the members' packet explaining the areas studied and the trip generation & assignment during peak hours, traffic operations and summary of findings. The data was collected in May. The areas studied were Parrott Ave. at Junkins, Parrott at Rogers Street, Parrot at Richards Avenue, Middle St at Richards/Austin St and Court at Rogers.

Steve Parkinson referred to buses parked on Parrot Ave. going to Richards to make left or right turn and asked if we could get them to go out to Junkins rather than Richards. The buses now go to Middle or down Richards, which is not a wide street and feels there are safety issues going both ways on Richards Ave. This is especially a concern at Middle whereby this year we are putting an additional crossing guard there at exiting times for buses to accommodate them getting out of Middle St. Would like to keep buses off Richards and put them out to Junkins which is wider, better driver visibility and less conflicts.

Mr. Bartlett will have this looked at.

Mr. Whitehouse referred to the two handicap spaces up against the library and at the present time there are three, two at the library and one at the end of the softball field against the fence.

Mr. Anderson responded they are providing a total of six handicap spaces at the overall site.

The Chair would also like to see buses come down to Junkins Ave. and use either South St. intersection or the Pleasant St. intersection. The Intersection at Richards/Middle/Austin has always been a difficult intersection.

The Chair would like as part of the motion that it states a right turn only out for the buses coming out the back of the school as well.

Currently there is no parking on Parrott Ave during certain hours existing for the school buses, will it be your intent that this rule be changed and is there any change to the flow of parent pick up and drop off now that the buses are coming off the street?

Robin Bousa responded that those spaces can be used for drop off and pick up.

There is room for 26 vehicles to park there if you take the buses off the road.

Mr. Stokel has put additional staff out there to monitor this.

Steve Bartlett stated that custodial staff is out there as well as himself to try to keep active traffic flow monitored and with the buses out back suspects they'll do the same. A responsibility the Principal takes to keep this situation under control. Mr. Bartlett stated they will work on these suggestions and be flexible.

Ms. Bousa stated the construction plan is a thick binder with all these things being addressed and are working with the construction manager.

MOTION made by Steve Parkinson to approve the traffic plan for the proposed Middle School expansion and renovation project as submitted with two stipulations. One being that there be a right turn only out of the back entrance onto Rogers St. and second, that the School Department work with the bus or transportation company to try and get all bus traffic off Richards Ave. and utilize other appropriate roadway systems if at all possible. Seconded by Ted Gray. Motion Passed.

Sherburne Road – Opening of Back Gate - Mr. Lapanne Sherburne Rd would like to know the reason the opening of back gate was not approved.

The Chair referred to the Motion that was made was for a longer period of time.

Mr. Lapanne feels the gate is a hazard and should be opened stating a few recent incidents of why the gate should be opened as well as it is in disrepair and needs to be repaired and feels this should be reconsidered.

The Chair stated that Public Works will look into the repair of the gate.

Steve Parkinson explained the process of how this came about and that it was referred to us by the City Council.

The Chair suggested going to the City Manager to have this put on the City Council Agenda and have the Council take it up again for reconsideration at the September 20th meeting.

Harold Whitehouse reported that he made the motion for 90 days, to review at the end of 90 days hoping the project would be completed. This was referred to City Council who voted on this issue.

VI. **ADJOURNMENT:**

MOTION made by Harold Whitehouse to adjourn. Seconded by Ron Cypher. Motion passed.

Respectfully submitted,
Elaine E. Boucas, Recording Secretary