

**MINUTES**  
**PARKING AND TRAFFIC SAFETY COMMITTEE MEETING**

8:00 A.M. – Thursday, April 12, 2012  
City Hall – Eileen Dondero Foley Council Chambers

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**I. CALL TO ORDER:**

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

**II. ROLL CALL:**

**Members Present:**

Councilor Ken Smith, Chair  
Steve Parkinson, Public Works Director  
Stephen Dubois, Deputy Police Chief  
Chris LeClaire, Fire Chief  
Ron Cypher, Member  
Ted Gray, Member  
Harold Whitehouse, Member

**Member(s) Absent:**

John Bohenko, City Manager

**Staff Advisors Present:**

Jon Frederick, Parking & Transportation Director  
Michael Angstadt, Legal Department

**III. ACCEPTANCE OF THE MINUTES:**

**Mr. Gray moved to accept the minutes of the March 8, 2012 meeting as presented. Seconded by Mr. Cypher and voted.**

**IV. FINANCIAL REPORT:**

Parking and Transportation Director Frederick stated that everything is on target at this time.

**Mr. Whitehouse moved to accept the Financial Report and place on file. Seconded by Deputy Chief Dubois and voted.**

**V. NEW BUSINESS:**

A. **809 State Street** – Citizen request for “Drive Like Your Kids Live Here” -

Parking and Transportation Director Frederick stated that the requester, Kelly Weinstein, is not present at this time so Chairman Smith suggested action be deferred to the end of the meeting to allow time for her to arrive.

**As Ms. Weinstein did not arrive by the end of the meeting, Public Works Director Parkinson moved to table to the next meeting. Seconded by Mr. Cypher and voted.**

- B. **Aldrich Road** – Citizen request for No Parking area in vicinity of 270-320 Aldrich Road

Mr. Gray stated that a site walk was held of the area and reported that the speed limit is 20 mph, there wasn't a lot of traffic and he didn't feel that the curve was sharp enough to prevent seeing the traffic and therefore recommends that the request be placed on file.

**Mr. Gray moved to accept and place on file, seconded by Mr. Whitehouse.**

Chairman Smith stated that the site walk was held during a time when there was a lot of construction in the area so it was not necessarily a good representation

Bob Shouse, 555 Dennett Street, stated he travels the area everyday and if cars are parked on the side curve, the cars are forced into the opposite lane. He disagrees that there isn't a lot of traffic and feels that people do not adhere to the 20 mph limit. He stated the construction in the area emphasizes and aggravates the problem and feels that this request should be approved.

Public Works Director Parkinson stated that this project is scheduled as a Capital Improvements project within the next year and would agree to place this request on file, but would like to revisit the request after the project is complete.

**Motion voted to accept and place on file and to revisit after project completion.**

- C. **40 Bridge Street** – TAC Referral – Request to reconfigure on-street parking and add a loading zone

Jon Frederick explained that the developer is requesting the addition of a 40 foot loading zone, approximately 40 feet from the intersection of Islington Street. This will include a "No Parking Her to Corner" sign and the appropriate loading zone signage. Additionally, four metered parking spaces will be striped in front of the development, resulting in a net gain on one parking space. All parking spaces will be painted as enclosed parking spaces. He stated that this area is metered with a pay and display meter. He concluded by stating that John Chagnon from Ambit Engineering is here to answer any questions.

Chief LeClaire asked for clarification that there is usually on 20 feet clearance required for a corner, so why are they asking for 40 feet.

Mr. Chagnon stated that this was originally reviewed by the TAC in 2008 and it was the recommendation of the Fire Department at that time to have a 40' clearance.

**Public Works Director Parkinson moved to approve the reconfiguration of on-street parking spaces, addition of a loading zone and a 40 foot "No Parking Here to Corner" area as presented, seconded by Mr. Gray.**

Chairman Smith asked about the original approval which included spaces for the building in the front. John Chagnon explained that the building was converted to condos which did not require city approval for that change but there was no loss of parking in regards to this project.

**Motion passed.**

**D. 1390 Lafayette Road (former Yoken's site) – TAC Referral – Request for approval of driveway configuration and traffic plan**

Jeff Dirk, Vice President of Vanasse & Associates Inc. (VAi) stated that this was presented to the TAC on April 3<sup>rd</sup> and there have been a couple of changes made to the plan since then which are reflected on the new plan he distributed to the committee.

Mr. Dirk stated that the assessment of the intersection operations were in the context of the planned NHDOT Lafayette Road traffic signal coordination project and the completion of the contemplated master planned build-out of 1390 Lafayette Road and concluded at that time that a left-turn phase could be accommodated at the intersection for the Peverly Hill Road approach both with and without the future corner radii improvements on the northwest corner of the intersection. He continued that in order to implement the suggested traffic signal timing and phasing modifications at the intersection, there were several improvements that would need to be made which he then reviewed. He stated that the change that is being proposed since the initial review is the addition of a right turn lane onto Peverly Hill Road from Route 1 and the retiming of the traffic signal which they feel will be more effective.

Chairman Smith asked about the stacking area in the right hand turn lane with Mr. Dirk stating it should hold approximately 6 vehicles at a time during the traffic signal rotation.

Next, discussion ensued regarding various curb cut areas for traffic flow within the parking lot area as well as the driveway entrance/exit onto Peverly Hill Road with Chief LeClaire stating he would prefer to see this be designated as right in, right out. Mr. Dirk responded that they are only allowed one drive-way per lot according to the city requirements unless they meet certain criteria to add another driveway, so they felt they could live with this proposal.

Public Works Director Parkinson clarified that this is not a requirement imposed by the TAC and stated that this is the Parking and Traffic Safety Committee and therefore he feels the recommendation back to the TAC should be for a right in, right out access point.

Mr. Monteiro of MHF Design Consultants stated that the original proposal was a right in, right out but the TAC recommended that it be a right out only. He asked that it be clarified if the TAC will adhere to the recommendation of the Parking and Traffic Safety Committee.

Chief LeClaire asked if the Route 1 right turn onto Peverly Hill Road was required. Mr. Dirk stated that this came as a result of the review with the consultant for Market Basket, but this is the first time anyone from the City has seen it.

Mr. Cypher asked what the purpose is of the extension of the median to West Road. Mr. Dirk explained that there was a concern that U-turns would be made without it, but stated that it is a flush median of serrated concrete so that trucks can make the turn. He clarified that the loading zone areas are also flush serrated concrete pads and not elevated.

Chief LeClaire stated he still is concerned with there being 2-way traffic to a certain point and then reverting to one-way traffic stating it doesn't make sense to him safety-wise.

**Public Works Director Parkinson moved to approve the driveway configuration and traffic plan as presented with the stipulated recommendation back to the TAC that the driveway block on Peverly Hill Road be "Right in, Right out", seconded by Fire Chief LeClaire. Motion passed.**

Chairman Smith stated as a suggestion, he would like to see concrete motorcycle pads added as well.

- E. **Haven Road, Brackett Lane and Brackett Road** – City Council Referral – Neighborhood petition regarding Little Harbour School events

Mike Coffey, 86 Haven Road – explained that this issue is related to the ongoing parking issue with Little Harbour School, with this relating to the events being held on the weekends, which are occurring more frequently since the Middle School reconstruction. He stated this petition was presented to the City Council who then referred it to the Parking and Traffic Safety Committee and he is asking that some resolution be concluded for the sake of the neighborhood. He stated that the issues arising from these weekend events include parking, but also there is a noise problem as there are often public address systems used and the events start as early as 7:30 a.m. He concluded by asking that these events be relocated to either the High School or Pease Trade Port in the future.

Bob Bacon, 26 Brackett Road – stated that these weekend events are impacting the neighborhood quality of life as the noise at 7:30 a.m. forces them to keep their windows closed on nice days. He stated he also wants to see the speed limit enforced during school days.

Discussion ensued regarding various options to address the concerns.

**Public Works Director Parkinson moved to recommend that;**

- 1) No outside sound systems be allowed; and**
- 2) The event organizers must be responsible for ensuring No Parking on the surrounding residential streets.**

**Seconded by Mr. Gray.**

Discussion ensued regarding requiring police presence at the events.

Deputy Chief Dubois stated it would be a better idea for the events organizers to have enough staff to manage it and perhaps barriers to restrict parking.

Chairman Smith suggested that the police department be supplied with a contact person and phone number for events and also that the neighbors continue to register any complaints with the Police Department so there is a record on file.

Mr. Coffey thanked the committee members who have been patrolling the area and speaking with the parents stating it has helped.

**Motion passed.**

- F. **Franklin Street Handicap Parking Space** – Citizen request for reserved space on Franklin Street at Pleasant Street.

Mr. Whitehouse reported that a site walk was held and they recommend approval of this request.

**Mr. Whitehouse moved to approve the request for a reserved Handicap Parking Space on Franklin Street at Pleasant street with the stipulation that if the property changes hands, the space is non-transferable, seconded by Deputy Chief Dubois. Motion passed.**

**VI. OLD BUSINESS:**

- A. **Dennett Street and Kane Street** – Action on reconsideration from March 8<sup>th</sup> – Addition of 5 space parking area

Chairman Smith explained that the vote to reconsider was held at the last meeting and asked for any public comment.

Alain Jousse, 197 Dennett Street – thanked the committee for their time and effort in resolving this issue. He asked that when this has been approved that a letter be sent to the residents in the area to let them know the new rules and to remind them of the 72 hour parking law as well.

Chairman Smith reminded everyone that if someone sees a vehicle parked in one spot for a long period of time, they need to call the police to come out and chalk it, as that is what starts the 72 hour time-frame for towing.

**Public Works Director Parkinson moved to approve the 5-space parking area as presented on Dennett and Kane for striping by the DPW, seconded by Mr. Gray. Motion passed.**

Chairman Smith requested some public notification to the neighbors and also requested a **report back** from the Legal Department regarding the striping of parking areas being adequate to convey "No Parking" without signage or printed wording.

**B. Downtown Speed Limits – DPW report back – Speed study**

Parking and Transportation Director Frederick stated he received the scope of services from Resource Systems Group that the cost to conduct a speed study for a 3-week period of the downtown core would be \$2,680.00 and the Dept. of Public Works plans to proceed with the study.

**Mr. Whitehouse moved to accept the report, seconded by Mr. Cypher. Motion passed.**

**C. Report back regarding volunteer patrolling of Haven Road area – (*Not on the agenda*)**

Mr. Cypher reported that he and Mr. Whitehouse have been patrolling the area during the peak drop off and pick up times and have been wearing their bright yellow PTS jackets. He stated they have been speaking with the parents and he feels that they have been able to educate them about the issue and are making an impact.

Mr. Whitehouse stated he agrees and he enjoys doing it. He stated they will continue through the month of April.

Mr. Coffey from the audience stated he agrees that their presence has made a difference but will be interested to see what happens when they aren't there any more. He stated he feels the school needs to step up to the plate.

Chairman Smith stated we should meet again with the Principal at the end of April and can also look at this again next school year.

**VII. ADJOURNMENT**

**Mr. Gray moved to adjourn at 9:15 a.m. Seconded and voted unanimously.**