

MINUTES
PARKING AND TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – Thursday, June 14, 2012
City Hall – Eileen Dondero Foley Council Chambers

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at 8:03 a.m.

II. ROLL CALL:

Members Present:

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

III. ACCEPTANCE OF THE MINUTES:

Mr. Gray moved to accept the minutes of the May 10, 2012 meeting as presented. Seconded by Mr. Cypher and voted. *(Deputy City Manager Hayden abstained as she was not in attendance at the May 10th meeting.)*

IV. FINANCIAL REPORT:

Public Works Director Parkinson stated that the Parking Account is trending on target and although meter space rental and parking violations are down, meter fees are up.

Mr. Whitehouse moved to accept the Financial Report and place on file, seconded by Mr. Gray.

Mr. Whitehouse asked when we will begin to see the reports for FY13. Public Works Director Parkinson explained that the FY12 final report will be distributed at the July 12th meeting and the first FY13 report will be on the August 9th Agenda.

V. PRESENTATION:

o **Industrial Traffic on Kearsarge Way**

Public Works Director Parkinson stated that it is important to understand that this is just a presentation and no action will be taken at this time. He stated that this is a separate request from the Atlantic Heights Area Neighborhood Association to look at truck traffic routes in the area and is not connected with the emergency route study, other than the same Consultant is doing the analysis. He stated the staff is moving forward on the emergency route situation, but this is just a report regarding truck routes.

Gregg Mikolaities, P.E. of Tighe & Bond, gave a brief presentation on the analysis of steps required to construct a potential permanent industrial truck traffic road to separate the industrial truck traffic from the Atlantic Heights neighborhood traffic on Kearsarge Way. He stated they used the assumption that the industrial road would be paved, a minimum of 24 feet wide with 2 foot paved shoulders, within a 50 foot right of way and City owned. He explained that they were asked by the City for this analysis after residents of the Atlantic Heights Area Neighborhood Assoc. raised concerns about trucks and tankers utilizing Kearsarge Way and commingling with local neighborhood traffic. He stated they equate the presence of the large trucks and tankers with an increase risk of accidents or incidents that would necessitate an emergency access route. He further explained that in December of 2011, Tighe & Bond completed a report entitled "Emergency Ingress/Egress Routes for Atlantic Heights Neighborhood", which summarized 8 potential routes for construction of an emergency access drive from the Atlantic Heights neighborhood and that of those 8 potential only 2, Routes 5 and 6, were located to the east of Route 95, in the vicinity of the current industrial properties. He continued that Route 5 was ruled out by the Traffic and Safety Committee because of the steep slopes on Cutts Avenue. He then reviewed Exhibit 1 which outlines a further revision to Modified Route 5 from the Report to show a proposed 24 foot wide paved permanent industrial drive within a 50 foot right of way, stating the cost would range between \$1.7 Million to \$2.1 Million as outlined in Exhibit 2. He concluded by stating that this shows that yes, it is possible, but it will be expensive and time consuming.

Public Works Director Parkinson clarified that this is a "what if" scenario that still needs to be addressed by City staff with recommendations to the City Council, etc. He stated that this is separate from the emergency route issue.

NEW BUSINESS:

A. Park Street - No Parking Here to Corner – Resident Request

Mr. Cypher reported that a site review was held at Park Street explaining that there was a vehicle parked on the corner of the area which was causing the current problem. He stated that the area is due to undergo construction soon so they do not feel that any permanent solution should be decided at this time. He concluded by stating that someone was going to locate the owner of the jeep as well which should alleviate the problem.

Mr. Cypher moved to place the request on file and revisit the issue after the construction in the area is completed, seconded by Mr. Gray. Motion passed.

B. Bus Traffic – Middle School– Principal John Stokel

Public Works Director Parkinson explained that Principal Stokel asked to reschedule as this is the last day of school and he was unable to attend the meeting.

Public Works Director Parkinson moved to table to the July 12, 2012 meeting, seconded by Deputy City Manager Hayden. Motion passed.

C. Woodbury Avenue – Traffic Safety Concerns – Resident Request

Chairman Smith stated that the resident requester is not in attendance, and suggested the item be tabled to the July meeting.

Public Works Director Parkinson asked Deputy Chief Dubois for an update of the issue addressed in the letter.

Deputy Chief Dubois explained that it appears that a vehicle took a corner inappropriately and took out a stop sign. He stated the incident wasn't reported for several days and that although they do know the individual that was involved, he lives out-of-state and they have not yet been able to make contact with him. He stated the sign has since been restored.

Public Works Director Parkinson stated he is unsure if the resident was notified of the meeting today.

Public Works Director Parkinson moved to table to the July 12, 2012 meeting, seconded by Mr. Gray.

Mr. Whitehouse asked if some of the traffic and speeding problems have been addressed through the recent upgrades to Woodbury Avenue. Both Deputy Chief Dubois and Public Works Director Parkinson affirmed that there has been an improvement in the traffic and speeding concerns. Deputy Chief Dubois stated that the Police Department has acquired a new speed monitoring device and will put this area first on the list once it is put into use.

Motion passed.

D. License Agreement Renewal – 100 Club Valet Service

Chairman Smith excused himself from the discussion and vote on this matter as he is a member of the 100 Club.

Public Works Director Parkinson explained that this is a renewal of an agreement which has been ongoing for many years with them utilizing a loading zone area on Hanover Street for valet parking.

Deputy Chief Dubois stated that the police department has had no issues with this arrangement.

Chief LeClaire moved to approve the renewal of the License Agreement, seconded by Deputy City Manager Hayden. Deputy City Manager Hayden asked that part of the approval include a reminder that they not stack the cars in adjacent parking spaces, but in the appropriate area as outlined in the agreement.

Motion passed with Chairman Smith abstaining.

VI. OLD BUSINESS:

A. Report Back from Public Works on “Drive Like you Kids Live Here” Signage

Public Works Director Parkinson explained that he referred the request to the Federal Highway Administration asking if the signs were in compliance with federal regulations. He stated that these signs are not in compliance as the red background that is used is reserved for Stop Signs only and therefore, do not conform. He continued that he recently attended a conference where this issue was discussed and the research that has been conducted by the Federal Highway Association concludes that these signs serve no purpose as they are ignored like any other sign and add to a clutter problem. He stated that the conclusion is that people can put them on their own private property, but the city will not spend our limited funds on these signs.

Mr. Whitehouse stated he has seen these signs in various areas in people’s private yards.

Chief LeClaire moved to accept the report and place it on file, seconded by Deputy City Manager Hayden. Motion passed.

VII. INFORMATIONAL:

A. Downtown Parking Issues

Chairman Smith explained that these issues will be discussed at the Council Work Session on Monday, June 18, 2012.

Chairman Smith asked if there was anyone in the audience wishing to address the Committee:

Scott Campbell, resident of Raleigh Way, stated he missed the first part of the meeting with the presentation from Mr. Mikolaities regarding the truck route request, but wanted to give some background of the ongoing problem. He stated it is very apparent that the roads in that area were not built for the truck travel that occurs there and feels that alleviating this problem would directly affect the emergency access issue as well.

Chairman Smith stated that this has been an ongoing issue, but clarified that it is separate from the emergency access issue.

Public Works Director Parkinson reiterated that these are 2 separate issues.

VIII. ADJOURNMENT

Deputy City Manager Hayden moved to adjourn at 8:27 a.m. Seconded and voted unanimously.