

MINUTES
PARKING AND TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – Thursday, September 11, 2014
City Hall – Eileen Dondero Foley Council Chambers

I. CALL TO ORDER:

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

II. ROLL CALL:

Members Present:

Councilor Brad Lown
David Allen, Deputy City Manager (*For City Manager*)
James Heinz, Deputy Fire Chief
Captain Frank Warchol, Police
Peter Rice, Public Works Director
Ronald Cypher, Member
Ted Gray, Member
Harold Whitehouse, Member
Mary Lou McElwain, Alternate*
**(Alternate votes in place of Members when absent)*

Members Absent:

Shari Donnermeyer

Staff Advisors Present:

Mark Nelson, Parking Division Director
Andrew Purgiel, Deputy Finance Director

III. ACCEPTANCE OF THE MINUTES:

No minutes available

IV. FINANCIAL REPORT:

**Moved to accept the August 2014 Financial Report and place on file.
Motion passed.**

V. NEW BUSINESS:

A. Action Item: Business request for enhanced crosswalk warnings on Borthwick Ave -
On a unanimous roll call 9-0, voted to have Public Works staff cut back impeding vegetation, and speak with Liberty Mutual regarding the cost to put in beacons or rumble strips at cross walk areas. Reach out to Liberty Mutual and encourage them to remind their employees to use caution when entering the cross walk.

B. Action Item: Citizen request for “No Parking” on Wentworth Street –
Davia Scherer lives at 69 Wentworth Street and expressed her concern about the Wentworth Home using the side entrance on Wentworth Street as its pick up and drop off zone. The Home should be using the main entrance located on Melcher Street as their loading zone. **On a unanimous roll call 9-0, voted to have Public Works staff report back after looking**

into the intent of the approved site plan presented to the Planning Department as it relates to the location for loading and unloading of residents from the Wentworth Street entrance.

C. Action Item: Citizen request for crosswalk warning signs on New Castle Avenue – Tracy Kozak lives at 28 Walden Street, she spoke about the need for additional signage or a blinking light to be placed before you approach the blind curb on New Castle Avenue to alert drivers to be cautious of pedestrians at the cross walk.

On a unanimous roll call 9-0, voted to consider placing weebles (also known as short poles) in the middle of the road to slow down drivers, as well as report back options for using flashing lights.

D. Action Item: Bike Corrals for Market Square - **On a roll call 7-2, voted to review locating a bike corral in a Market Square parking space and have Public Works report back options for the appropriate bike corral location.** Deputy City Manager Allen, Councilor Lown, Deputy Chief Heinz, Captain Warchol, Director DPW Rice, and Members Gray and McElwain voted in favor. Members Cypher and Whitehouse voted opposed.

E. Action Item: Request for Driveway Permit – 274 New Castle Avenue – John Chagnon an Engineer from Ambit Engineering, Inc. presented the details of this project and the objective of the homeowner.

On a unanimous roll call 9-0, the committee saw no issues and voted to have Public Works determine if driveway permit should be approved based on plans.

F. Action Item: Request for Driveway Permit – 5 Echo Drive - **On a unanimous roll call 9-0, the committee saw no issues and voted have Public Works determine if a driveway permit should be approved based on plans.**

VI. OLD BUSINESS:

A. Discussion Item: Franklin Drive and Woodbury intersection update -

DPW will determine what is needed based upon Master Plan and will assess the best option to address the concern. DPW will proceed with study and report back findings, as well as meet with School Department to discuss if there are any short term actions available to improve the situation.

B. Discussion Item: Scooter Parking Regulation -

No action required at this time.

VII. PUBLIC COMMENT

VIII. INFORMATIONAL: **None**

IX. ADJOURNMENT - At 9:25 a.m., voted to adjourn.