

## **ACTION ITEMS**

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – December 6, 2018  
City Hall – Conference Room A

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MEMBERS PRESENT: Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Members: Harold Whitehouse, Shari Donnermeyer  
Ralph DiBernardo and Steve Pesci

MEMBERS ABSENT: Fire Chief, Steven Achilles  
Mary Lou McElwain

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**  
None

1. Accepted and placed on file meeting minutes from November 1, 2018.
2. Accepted and placed on file financial report dated October 31, 2018.
3. Public Comment: Seventeen Speakers: Bill Henson, Anne Rugg, Karen Soltis, Barbara Grazier, Dr. Russell Grazier, Cynthia Hart, Robin Najar, CJ Fleck (with written correspondence from Sarah Fleck), Andy Richmond, David Allen, Liza Hewitt, Peter Whelan, Buster Miller, Paul Mannle, Lisa Mauer, Paige Trace and Peter Loughlin.

Email Correspondence: Astrid Wielens, Kathleen Larney, Paul Novotny, Brent Bell, Keith Wilkinson, Elizabeth Bratter, William Kennedy and Terry Taylor.

4. Middle Street Bike Lane Project report back, by Planning Director Juliet Walker – Planning Director Walker provided a post-construction report back on the project.
5. Neighborhood Parking Program, review of General Parameters, by Parking Director Ben Fletcher – **Voted** to table item for 30 days.
6. Request to lower speed limit on Edmond Avenue from 30 mph to 25 mph – **Voted** to have staff work with NHDOT and report back.

7. Request for handicap parking space at 462 Lincoln Avenue, by Pam Katz – **Voted** to approve handicap parking space at 462 Lincoln Avenue.
8. Request for parking space in bike lane buffer at 60 Lafayette Road – **Voted** to refer to staff for report back.
9. Request to address loss of handicap parking space in front of 504 Middle Street – **Voted** to refer to staff for report back.
10. Request for illuminated crosswalk on Middle Road at Riverbrook Condos – **Voted** to refer to staff for report back.
11. Report back on Neighborhood Traffic Calming requests – **Voted** to report back next meeting.
  1. Aldrich Road
  2. Brackett Road
  3. Brackett Lane
12. Report back on request for crosswalk on State Street at Madison Street – **Voted** to accept and place on file.
13. Edward Street closure, report back on meeting with abutter – Staff met with the abutter and she thought closing the end of Edward Street was a good idea that made a lot of sense.
14. PTS Open Action Items – No action required by Committee.
15. Foundry Place Parking Garage usage update, by Parking Director Ben Fletcher – Staff to report back next meeting.
16. Proposal to move the January meeting from 01/03 to 01/10 – Meeting moved to January 10, 2018. **Voted** to move Committee on-site visits from Tuesdays to Wednesdays starting at 8:00 a.m.

Adjournment – At 10:13 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – December 6, 2018

City Hall – Conference Room A

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#### **I. CALL TO ORDER:**

At 8:00 a.m., Chairman Doug Roberts called the meeting to order.

#### **II. ROLL CALL:**

##### Members Present:

Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Member, Shari Donnermeyer  
Member, Harold Whitehouse  
Member, Ralph DiBernardo  
Alternate Member, Steve Pesci

##### Members Absent:

Fire Chief, Steven Achilles  
Member, Mary Lou McElwain

##### Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

#### **III. ACCEPTANCE OF THE MINUTES:**

Harold Whitehouse moved to accept the meeting minutes of the November 1, 2018 meeting, seconded by Shari Donnermeyer. **Motion passed 7-0.**

#### **IV. FINANCIAL REPORT:**

Ralph DiBernardo moved to accept the financial report dated October 31, 2018, seconded by Public Works Director Rice. **Motion passed 7-0.**

#### **V. PUBLIC COMMENT:**

Bill Henson, President and CEO of Wentworth Senior Living, commented on the Neighborhood Parking Program. Mr. Henson opposed the program on behalf of Wentworth Senior Living because they have not been part of the discussion. Mr. Henson was concerned because it will have a direct negative impact on their workforce, and non-resident visitors. These programs convert a community resource to a private entitlement. Mr. Henson requested that the Committee not approve the Neighborhood Parking Program. Mr. Henson noted that if this moved forward, then they would request to have access to some of the permits.

Chairman Roberts noted that this was referred to the Committee by City Council. This Board's role is to raise concerns about how the program is working. Chairman Roberts noted City Council has the authority to approve the program.

Anne Rugg, Manager of Commute Smart Seacoast, supported the bike lane project. She thanked the City and Planning Director Walker for working to put in the first and only protected bike lane in New Hampshire. Protected bike lanes are so important for bike safety, and the bollards are important to create that physical protection. A protected bike lane will encourage more people to bike in the City because they will feel safe.

Karen Soltis, President of Seacoast Area Bike Riders (SABR), noted that they were thrilled with the new bike lanes. SABR represents over 600 members of all bicycle skill levels. People who may not otherwise get on their bikes can now feel safe and protected from cars. The speed on Middle Street has also been reduced.

Barbara Grazier spoke in support of action item VII.E. on the agenda. She and her husband have had a chiropractic practice with a handicap space in front of it for over 30 years. Mrs. Grazier was there to protest that their handicap space was removed when the bike lane was installed. This has caused a hardship to their clients. She requested that the Committee reinstate their handicap parking spot.

Dr. Russell Grazier spoke in support of action item VII.E. on the agenda. He stated he was conflicted because he loves biking, but thought the new bike lane was too wide. There are better ways to do a bike lane without taking out too many parking spaces. Dr. Grazier noted that a handicap space in front of their business would be helpful.

Cynthia Hart thanked Eric Eby and the Police Department for the increased monitoring on Aldrich Road. She appreciated the monitoring and hoped that it would continue. Ms. Hart suggested adding more signage. She noted that turning from Aldrich Road onto Middle Street has become more difficult due to parked cars and the bike lane.

Robin Najjar spoke in support of the bike lane. She is an avid bicyclist, but rarely went downtown. The new bike lane will encourage more people to bike downtown. She encouraged the City to install more bike lanes and help create a more bike friendly City.

CJ Fleck stated he uses the bike lane to commute to work and bike downtown with his family. Mr. Fleck noted that he has had some tense interactions with drivers while biking around the City in areas that do not have a protected bike lane. The protected bike lane helps to promote a culture where bikes are more accepted on the road. Mr. Fleck provided a written statement from his wife, Sarah Fleck, regarding the bike boxes.

Andy Richmond commended the City for the implementation of the Middle Street bike lane and encouraged the City to continue to make it a more cycle and pedestrian friendly environment.

David Allen serves on the SABR Board. He stated that there were pros and cons to the bike lane. The sight distances are now safer when pulling out of Union Street, but other side streets are a little more difficult. He stated the City should be applauded for the project and acknowledged that some changes could be made.

Liza Hewitt, property owner on McDonough Street, noted that her property would be just outside of the Neighborhood Parking Program area. She was concerned that the program would push the parking problems down to McDonough Street. Ms. Hewitt hoped that they could talk about any problems that arise during the pilot. She suggested that the parking area in front of the warehouse not be restricted, so employees can park there. She encouraged staff to look at putting in a parking benefit district on her end of McDonough Street.

Ms. Hewitt commented on action item VII.F. and stated she would prefer no illuminated sign be installed on Middle Road at that location. In 2014, there were discussions about moving the crosswalk down in front of Chase Home, and Ms. Hewitt encouraged the Committee to consider that.

Chairman Roberts noted that the City Manager would have the power to make changes to the pilot program, so if there is immediate overflow it will be able to be addressed.

Peter Whelan spoke in support of the South End pilot program. He does not have off-street parking and parking has not been an issue. However, with more developments being constructed, cars are getting pushed out into the neighborhoods. It is time to try a pilot program. He encouraged the Committee to support the program.

Buster Miller spoke in support of the bike lane. He hoped that there would be more improvements to help create more shared infrastructure. The protected lane is important to keep cyclists safe.

Paul Mannle provided a handout to the Committee with final comments from the Islington Creek Neighborhood about the parking program. The hope is that this program would provide parking relief to the neighborhood without negative consequences. He encouraged the Committee to move this agenda item forward. He disagreed with item 16 in the parameters because it was not necessary for the pilot program. He noted that there was other parking in the area for non-residents, and they could still park in the neighborhood with a time limit.

Lisa Mauer spoke in support of the bike lane. She used to seek less direct routes to get downtown, but now uses the bike lane to get there.

Paige Trace encouraged the City to do more public relations to educate drivers on what the different elements of the bike lane mean. She thought it was important to have a safe bike lane, but acknowledged that Middle Street does not look the same from a historic perspective. She spoke in support of the NPP pilot and encouraged the Committee to move it forward.

Peter Loughlin thanked the City and Planning Director Walker for the work done on the bike path. He feels safer commuting on Middle Street.

Chairman Roberts noted that he had received email correspondence from Astrid Wielens, Kathleen Larney, Paul Novotny, Brent Bell, Keith Wilkinson, Elizabeth Bratter, William Kennedy and Terry Taylor.

City Councilor Ned Reynolds distributed a handout on Aldrich Road to the Committee before today's meeting.

## **VI. PRESENTATION:**

### **A. Middle Street Bike Lane Project report back, by Planning Director Juliet Walker.**

Planning Director Juliet Walker provided a presentation on the Middle Street Bike Lane Project. The presentation is available online. The intent of the presentation was to respond to feedback received and provide a project status update. She stated the purpose of the project was to provide a safe route to school and other destinations for cyclists and pedestrians, expand connectivity, and provide a bicycle route utilized by all ages. Project objectives included traffic calming, improving pedestrian crossings, maintaining on-street parking and emergency response routes, and separating bike lanes from traffic. The project received a total of \$223,764 from the Federal Safe Routes to School Grant and the City contributed \$86,902 from the General Fund.

Chairman Roberts stated the cost seemed like a lot for a bike lane project and asked about the most expensive items. Planning Director Walker responded that it was actually reasonable for a project that went all the way through from engineering and design to construction. Some of the higher ticket items included the pedestrian signals and raising some of the catch basins. She stated the bidding climate is not competitive and the construction costs increased from the initial estimate in 2013.

Planning Director Walker commented that this bike lane was designed for people who are uncomfortable biking on the roads and mixing with traffic. She stated it takes time for people to change their routines. The City is still doing bike and pedestrian counts, and will continue to do counts through the next year. Another goal of this project was to reduce speeds on the road. There have been mixed results, but any reduction in speed is an improvement. This project evolved from just a traditional bike lane to becoming a physically separated lane in some locations.

She stated there have been questions about why it ends at Cabot Street. Looking at the parking demand it was clear there would be a large impact if parking was eliminated north of Cabot Street. The bidding climate was not competitive, and they had to remove a lot of the pedestrian activated signs and the crosswalk at Cabot Street to get the project price within budget. She hoped to add that crosswalk back in at some point in the future. The Planning Department is working with the Police Department to create a public relations campaign and education around the bike lanes. The City has received feedback from the public and they welcome it. The project will not be totally redone, but the City is open to feedback that will help improve the area. They will continue to look at how to improve sight lines at intersections. A new flexible delineator or bollard arrangement will be considered for the spring. There were concerns about COAST bus access and that is being looked into. There were also concerns about trash collection, emergency vehicles and delivery truck access. The City will work on guidance for those actions. The City will continue to look into other public concerns, which include maintenance, overall aesthetic issues, width of travel lanes, and parking needs. The City will review all comments and options internally, hold a public meeting and then bring it back to PTS for input.

Harold Whitehouse questioned if the City had considered reducing the speed on US Route 1 near where Middle Street and Middle Road come together because it's very

narrow with the bollards. Planning Director Walker responded that they would look into it and clarified that it is a City road at that location.

## **VII. NEW BUSINESS:**

A. Neighborhood Parking Program, review of General Parameters, by Parking Director Ben Fletcher. Parking Director Fletcher presented an overview of the Neighborhood Parking Program (NPP). He stated the purpose of the presentation was to discuss the program's history and the two different proposed pilot programs: South End Neighborhood Parking Pilot and Islington Creek Neighborhood Parking Pilot.

This has been a grass roots effort by neighborhoods. They have been reaching out to City Representatives seeking relief from parking issues, particularly in these two neighborhoods. After Parking Director Fletcher was hired, the Parking Division was directed, from City Council, to develop a program outline. The Parking Division performed extensive research, culminating in a public discussion of NPP concepts in February 2018.

From that meeting, an online survey was conducted in the spring for public feedback. The results from the survey were utilized to create the initial program parameters.

The Parking Division reached out to the two neighborhoods with the largest number of survey responses. Representatives from each neighborhood, Islington Creek and South End, provided extremely valuable feedback, resulting in the current version(s) of the program.

One of the main issues was defining the neighborhood areas. The Parking Division researched each neighborhood regarding the number of single-family dwellings, on-street and off-street inventories, signage needs and current inventory usage at different times during the day. During feedback sessions, each neighborhood assisted in further defining specific needs. Each neighborhood has slightly different needs. Input from the neighborhoods resulted in the current iterations of the neighborhood maps.

Parking Director Fletcher introduced the program's general guidelines for the South End Neighborhood. The borders outlined on slide 7 of the presentation were the original borders. They have been modified. The pilot program's borders, noted at the bottom of slide 8, are current. They include: Hancock, Gates, Howard, Manning, Meeting House Hill, Marcy (south of Hancock), Walton Alley, Gardner, Hunking and Pickering.

The common general guidelines that are identical between the two pilot programs are: both owners and renters are eligible to sign the petition. The program is neighborhood specific. Properties with driveways are eligible for permits. Violators are ticketed and towed on the third offense. Fees will be determined by City Council. Residents are allotted four (4) 1-day event passes each month. Participation is not mandatory. Permits should be considered a 'hunting license' and not a guarantee

The program will be assessed and possibly changed at the six-month point of a one-year pilot program. Parking Director Fletcher stated \$100,000 was set aside by a previous City Council for the pilot program. Therefore, no fees will be collected during the pilot program. The City Manager has been authorized to make changes during the pilot program.

Parking Director Fletcher provided an example of a possible change recently proposed to the Islington Creek pilot program. Salem Street has been proposed as an addition to the pilot program due to the parking demand shifting to the area. The residents would be required to follow the 75 percent signature rule to participate in the pilot.

There are slight differences between the two neighborhood programs. The South End pilot program, as recommended by the neighborhood, would allow two (2) permits per household, one (1) guest permit per household. Enforcement would be effective from 8 a.m. to 10 p.m. daily. The Islington Creek pilot program, as recommended by the neighborhood, would allow four (4) permits per household, two (2) guest permits per household. Enforcement would be effective from 10 a.m. to 8 p.m. daily.

Parking Director Fletcher briefly reviewed the sample handouts provided in the PTS packet. His presentation and copies of the sample handouts are available online. There is a web page dedicated to the NPP.

<https://www.cityofportsmouth.com/publicworks/parkportsmouth/neighborhood-parking-program-npp>

Steve Pesci asked for clarification on the term 'household' as it relates to the number of permits. Parking Director Fletcher stated it means a single-family dwelling. A duplex would have two (2) single-family dwellings. The number of permits issued would be based on the number of single-family dwellings. He stated his original assessment for Islington Creek was two (2) permits per household and one (1) guest permit per household, like the South End. The neighborhood wanted additional permits. Staff went with their recommendations at this time.

Ralph DiBernardo thanked staff for their efforts to meet the needs of the neighborhoods, and specifically, the time invested in developing this program. He stated he has a number of questions about the NPP that are giving him doubt, whether it can work without hurting a large segment of the community.

He stated it is an unfair burden to businesses in the mixed-use neighborhoods, like Wentworth Senior Living. It disenfranchises the rest of the residents by creating private parking on public streets. It is unworkable without continual enforcement. If two hours is the limit without a permit, then enforcement would be required on a continuous cycle.

The costs will be underwritten by fees, taxes or expenditures from the Parking Fund, which has a huge financial commitment on the bonding of the new garage. Should the affected neighbors pay a fee or should all taxpayers in the City bear the burden? A fee is a rental increase. No fee is a tax increase.

The search for free parking will move to the next street outside the NPP. The request for additional streets to be included will soon follow implementation. Downtown service workers will find new free parking spaces. He spoke to workforce parking. He spoke to contractors working on weekends and evenings due to an emergency, and how there are no provisions for these situations due to the permitting offices being closed. It was suggested to exempt contractors. The fees associated with this program will be passed to the homeowner. He spoke to a contractor who suggested doing online permitting.



Public Works Director Rice moved to recommend approval of Neighborhood Parking Program General Parameters to the City Council for discussion purposes. Seconded by Police Captain Warchol.

Public Works Director Rice stated City Council directed staff to present a NPP. Residents brought the issue to the City Council. He stated he would support the motion.

Harold Whitehouse asked if the motion included both neighborhoods. Chairman Roberts confirmed it did.

Chairman Roberts stated the Committee could provide suggestions on all aspects of the NPP to the City Council.

Ralph DiBernardo questioned the provision regarding a contractor having a contract with the homeowner in order to get a permit. He stated he has never had a contract with his plumber, and by not having one, his contractor would be ineligible for a permit.

He spoke to parking in the South End by Prescott Park visitors and questioned where they would park if the NPP was implemented. Sign pollution will become a necessity throughout the NPP areas. Police dispatch will be burdened with calls. The different enforcement times between the two pilot programs does not make sense to him and an agreed upon time for both should be made due to additional expense for enforcement and signage. Enforcement times should be the same citywide. He stated the NPP program is not the answer to the City parking problem. This is not a reflection on the City staff. They have done what they were directed to do. It will come with expenses, aggravation and enforcement problems. He referred to the Hanover Street parking program that allowed any Portsmouth resident to park in the area. He questioned if it worked. He stated he would not support the motion to recommend the program to the City Council.

Shari Donnermeyer concurred with Ralph DiBernardo's concerns and comments. She thanked staff for their work, but believes that more work needs to be done to refine the program. She questioned why businesses weren't considered, as they also need parking. She stated if it does move forward, she is glad that changes can be made at the six-month point. She questioned why the enforcement hours and number of permits per household were different between the two pilot programs. These differences would make the program more expensive and difficult to enforce. She stated she would not support the motion.

Harold Whitehouse moved to amend the motion. He moved to remove the South End program completely from the original motion and to support the Islington Creek project as the NPP pilot. He supports starting off small.  
Seconded by Public Works Director Rice, for discussion purposes.

Chairman Roberts stated he would not support the amended motion because 75 percent of the residents must sign a petition for the NPP. The enforcement hours are different for the South End because of the summer demand for parking at Prescott Park. He stated he perceives a greater need in the South End, except for Hanover Street.

Harold Whitehouse proposed the amended motion because it is such a drastic change in the neighborhood. He wants to start the pilot program off small and slowly. That is why he is only proposing the Islington Creek pilot. He has heard a lot of people are upset about the issue. That is why he offered the amendment.

Steve Pesci agreed that doing both neighborhoods at once would be a challenge. He thanked staff for their work and time on the issue. He liked the concept of doing one neighborhood at a time.

Deputy City Manager Nancy Colbert Puff stated that both neighborhoods had requested this program be developed. It won't move forward unless 75 percent of the residents want to participate in it. It has been a long journey to develop a program that seems to meet with neighborhood approval. We won't know if the neighborhoods approve until petitions are signed to enact the program. She supports moving forward with two neighborhoods at one time. It is designed as a pilot program.

She asked if staff received public input on the weekend contractor issue. Parking Director Fletcher said that many parts of the program came from researching other programs. He stated the issue could be addressed. The big idea was to keep folks from absorbing the parking and impacting the neighbors. There are permits in place now for contractors working on projects for extended periods.

Police Captain Warchol thanked staff for their work on the NPP. He supported Harold Whitehouse's motion to do one pilot program at a time. By doing one pilot program, there will be an opportunity to see the unintended consequences. Where will the people currently parking in the area be relocating? Will demand be pushed into another area? What will it look like? Dealing with two neighborhood programs could become taxing. He would not be surprised to see neighbors coming to PTS who have been negatively impacted by the pilot programs.

Chairman Roberts called for a vote on the amended motion. **Vote 3-5, the amended motion failed to pass.** Harold Whitehouse, Shari Donnermeyer, and Police Captain Warchol voted in support. Chairman Roberts, Deputy City Manager Nancy Colbert Puff, Public Works Director Rice, Ralph DiBernardo, and Steve Pesci voted opposed.

Chairman Roberts spoke to item #3 on the NPP general parameters handout regarding NPP Steering Committees. He would recommend it be deleted when recommending approval to the City Council. He stated the committee formation needs to be defined. It was done informally this time. There isn't an official body to form the NPP Steering Committee.

Ralph DiBernardo asked who would be responsible for contacting the neighborhood residents, circulating the petition, and obtaining signatures if the Steering Committee was removed from the general parameters. Chairman Roberts stated the neighborhoods already have informal committees in place to perform these tasks.

Harold Whitehouse asked what role the PTS Committee has regarding the NPP. Chairman Roberts stated the Committee can recommend changes to the program to the City Council. The City Council has the authority to approve or deny the program.

Steve Pesci stated that the Committee should tell the Council if the program is ready or if it needs more work. He said that the program is possible. The City is evolving. Traffic, parking, and demand are why a NPP is needed. City staff have done their best to put together a program.

He spoke to the unintended consequences of not dealing with the demand side of the equation. There is a fixed supply of parking in the neighborhoods. The program, as presented, causes an open-ended demand. There is no limit on the demand with no penalties or cost. He stated the program is a supply management effort with no incentives to reduce demand. The problem is parking demand. There is no disincentive to apply for the maximum number of permits offered. He spoke to concerns about the pilot program being free.

Parking Director Fletcher spoke to the number of permits per household. He stated he proposed both programs be the same, but the Islington Creek Neighborhood requested additional permits. He stated that in the opinion of the group, they do not anticipate that everyone will request the maximum number of permits.

Steve Pesci reiterated the importance of recommending a practical and purposeful program to the City Council. He expressed concern over the number of permits allowed in the Islington Creek Neighborhood pilot. He questioned what type of program is being created if the number of permits exceed the actual available parking spaces, and the problematic issue of it being free.

Ralph DiBernardo spoke to the requirement of vehicle registration to get a permit. Homeowners and renters without a vehicle would not be eligible for a permit. Parking Director Fletcher concurred. The Committee discussed that households with more vehicles than permits, would not be eligible to get additional permits.

Shari Donnermeyer supported Steve Pesci's comments. She asked if the City Council would make changes to the NPP if the Committee sent it forward as presented. Chairman Roberts stated this is the time to recommend changes to the Council. They can definitely make changes to the program.

Shari Donnermeyer asked if businesses were included in the permit system. The plan allows for one (1) permit for each business. The Committee discussed the number of permits allotted to businesses as it relates to employee parking. There is no allotment for employee or customer parking. Non-permitted users will have two hours before they are subject to enforcement.

Deputy City Manager Nancy Colbert Puff explained that the PTS meeting minutes are reviewed and approved by the City Council. The Council gets the same copy of the meeting minutes as the PTS Committee Members. They have a record of the meeting when they consider their vote. This Committee can make recommendations or record its concerns moving forward. The City Council has the ability to amend the pilot program when it comes before them. The Fee Committee will determine the fees associated with the NPP in the future after the pilot program.

Chairman Roberts asked for clarification on guest permits. Parking Director Fletcher confirmed that a person must be a participant in the program to obtain guest permits. Up to four (4) one-day guest permits may be granted by request to all participants in the program.

Ralph DiBernardo asked how private parking is being determined. Parking Director Fletcher stated he did an inventory, house by house, to determine off-street parking. Homeowners and renters will have an opportunity to meet with staff regarding any concerns about the inventory.

Ralph DiBernardo moved to table the action item for 60 days for further input and review. Seconded by Shari Donnermeyer.

The motion to table takes precedence over the original motion.

**On a roll call vote, the vote was tied (4-4). The motion failed due to a tie.** Police Captain Warchol, Shari Donnermeyer, Ralph DiBernardo, and Steve Pesci voted in support. Chairman Roberts, Deputy City Manager Nancy Colbert Puff, Public Works Director Rice, and Harold Whitehouse voted opposed.

Deputy City Manager Nancy Colbert Puff stated that she voted in opposition to the motion to table it for 60 days because there are only a couple of things to discuss. The program has gone through several months of consideration by the neighborhoods. Sixty days seemed too long to table the action item.

Chairman Roberts moved to table the item for 30 days to address specific concerns presented. Seconded by Ralph DiBernardo. Vote 6-1, to table action item for 30 days. **Motion passed 6-1.** Public Works Director Rice voted opposed.

B. Request to lower speed limit on Edmond Avenue from 30 mph to 25 mph, by Marc Stettner. Ralph DiBernardo moved to have staff work with NHDOT and report back, seconded by Harold Whitehouse. **Motion passed 7-0.**

C. Request for handicap parking space at 462 Lincoln Avenue, by Pam Katz. Steve Pesci moved to approve handicap parking space at 462 Lincoln Avenue, seconded by Harold Whitehouse. **Motion passed 7-0.**

D. Request for parking space in bike lane buffer at 60 Lafayette Road. Ralph DiBernardo moved to refer to staff for report back, seconded by Harold Whitehouse. **Motion passed 7-0.**

E. Request to address loss of handicap parking space in front of 504 Middle Street, by Grazier Chiropractic. Shari Donnermeyer moved to refer to staff for report back, seconded by Ralph DiBernardo. **Motion Passed 7-0.**

F. Request for illuminated crosswalk on Middle Road at Riverbrook Condos, by Rich Taussig. Shari Donnermeyer moved to refer to staff for report back, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

**VIII. OLD BUSINESS:**

A. Report back on Neighborhood Traffic Calming requests:

1. Aldrich Road
2. Brackett Road
3. Brackett Lane

Chairman Roberts moved to report back next meeting, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

B. Report back on request for crosswalk on State Street at Madison Street.

Chairman Roberts noted that Eric Eby's report suggested that it was not appropriate considering the amount of traffic and the difficulty of putting it on the corner.

Ralph DiBernardo moved to accept the report and place it on file, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

C. Edward Street closure, report back on meeting with abutter. Eric Eby met with the abutter, and she thought closing the end of Edward Street was a good idea that made a lot of sense.

D. PTS Open Action Items. No action required by the Committee.

**IX. INFORMATIONAL:**

A. Foundry Place Parking Garage usage update, by Parking Director Ben Fletcher.

Staff will report back at the next meeting.

**X. MISCELLANEOUS:**

A. Proposal to move the January meeting from 01/03 to 01/10.

The Committee agreed to move the January meeting to January 10, 2019. Steve Pesci moved to move Committee on-site visits from Tuesdays to Wednesdays starting at 8:00 a.m., seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

Steve Pesci requested a staff report some time in the future on the Islington Street and Bartlett Street intersection. The pedestrian signals are in poor condition. Steve Pesci questioned how that would be handled in the short-term. Steve Pesci also requested that the report look at the long-term and how it fits into the CIP. Ralph DiBernardo added that there was a problem in that area with cars parked at the service station. There is no sight distance for pedestrians because of those parked cars.

Steve Pesci thanked the staff for the amount of work they have been putting into projects like the Middle Street Bike Lane Project.

**XI. ADJOURNMENT – at 10:13 a.m., VOTED to adjourn.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary