

PARKING and TRAFFIC SAFETY COMMITTEE
January 2020

NO MEETING WAS HELD IN JANUARY.

ACTIONS

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – February 6, 2020

City Hall – Conference Room A

PRESENT: City Councilor, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport

Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Erica Wygonik (Alternate)

ABSENT: Harold Whitehouse, Member

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

Action Items requiring an immediate ordinance during the next Council meeting:

Amendment to Motorcycle Parking Ordinance, Chapter 7, Article I, Section 7.105

Temporary Action Item requiring an ordinance during the annual omnibus:

None

1. **Voted** to appoint City Councilor Peter Whelan as Committee Chairman.
2. **Voted** to approve and accept the financial reports dated November 30, 2019 and December 31, 2019.
3. Public Comment Session: There were 4 speakers: Elizabeth Bratter (NPP, Islington Street crosswalks, Woodbury Avenue at Maplewood Avenue median); Tom Bolko (South End crosswalks and signage); Marc Stettner (Motorcycle Parking ordinance and Maplewood Avenue roadway); and Michael Bean (Sagamore Avenue parking).
4. Islington Street, request for crosswalk at Mobil station. - **Voted** to refer to staff for report back.
5. Amendment to Motorcycle Parking ordinance. – **Voted** to adopt the ordinance as drafted in the packet with additional language stating posted time limits apply, and send to City Council for first reading.
6. Pleasant Street at Washington Street, report back on sight line concern. – **Voted** to accept and place memorandum on file.
7. Middle Street, report back on request for crosswalks between Lincoln Avenue and Cass Street. – **Voted** to accept and place memorandum on file, and staff to follow-up with resident requesting crosswalks.

8. Summer Street at Austin Street, report back on traffic calming request. – **Voted** to approve recommended measures.
9. Sagamore Avenue, report back on request for No Parking across from The Golden Egg. **Voted** to table until development of adjacent lot.
10. Quarterly Accident Report by Police Captain Mark Newport. No action taken.
11. Microtransit by Planning Director Juliet Walker.
Mary Lou McElwain and Jonathan Sandberg volunteered to be on a subcommittee with members from the Economic Development Commission (EDC).
12. Speed Limit Inventory Map. No action taken.
13. PTS Open Action Items. No action taken.
14. Adjournment – At 9:05 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. – February 6, 2020
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., the meeting was called to order.

II. ATTENDANCE:

Members Present:

City Councilor/Chairman, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport
Member, Mary Lou McElwain
Member, Steve Pesci
Member, Jonathan Sandberg
Alt. Member, Erica Wygonik

Member Absent:

Member, Harold Whitehouse

City Staff Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher

III. SELECTION OF COMMITTEE CHAIRMAN:

Public Works Director Peter Rice moved to appoint City Councilor Peter Whelan as Committee Chairman, seconded by Planning Director, Juliet Walker.

Motion passed.

Police Captain Mark Newport and Erica Wygonik were not present for the vote.

IV. ACCEPTANCE OF THE MINUTES:

The December 5, 2019 meeting minutes were approved by the Committee on December 20, 2019 and the City Council on January 21, 2020.

V. FINANCIAL REPORTS:

Mary Lou McElwain requested an update on the status of the Foundry Place Garage. Public Works Director Peter Rice responded that the December financials show they are ahead of projections. The pilot program efforts saw a decline in potential revenue. However, usage increased because of the closure of a private parking lot, and meters which were added to multiple streets.

Jonathan Sandberg questioned how they were making the rates known to visitors. Public Works Director Peter Rice responded that there was a variable message board on Market Street advertising the garage and rate. It is also on the website. Erica Wygonik suggested posting information on the Park Portsmouth Twitter feed. Planning Director Juliet Walker added that working with businesses like the Music Hall, to have parking information included in their communications, could also be helpful.

Public Works Director Peter Rice moved to accept the financial reports dated November 30, 2019 and December 31, 2019, seconded by Mary Lou McElwain.

Motion passed.

VI. PUBLIC COMMENT:

Elizabeth Bratter, property owner, spoke to a number of items. Ms. Bratter commented that the Islington Creek Neighborhood was interested in working with the City to revise the Neighborhood Parking Program (NPP). She requested that it be added to the March agenda. Ms. Bratter questioned if there would be a left-hand turn only lane on Woodbury Avenue onto Maplewood Avenue or if the half circle was going to become something else. She also commented on New Business Item A. She suggested the crosswalk would be safer if it was at the corner of Islington Street and Summer Street, but that if it was there, she would want it located so no parking spaces were removed. This would help keep on-street parking in front of Café Kilim.

Tom Bolko, resident, commented on crosswalks and signage in the South End. There are nine crosswalks from the New Castle Bridge to South Street. Mr. Bolko was concerned for pedestrian safety, especially in the crosswalks, given the high traffic area. There should be signage at the crosswalks at Humphreys Court and New Castle Avenue, and at Marcy Street and New Castle Avenue. Mr. Bolko was also concerned about the lack of signage for the Gate Street crosswalk.

Marc Stettner, resident, spoke to the Motorcycle Parking Ordinance and the Maplewood Avenue roadway. Mr. Stettner suggested there should be no fee and a designated time limit of seven (7) hours for the motorcycle spots downtown. Boston charges \$0.25 an hour for their motorcycle spots. Portland does not charge for their spots. Mr. Stettner had a few other recommendations that he gave to the Committee. Mr. Stettner also requested that the bumps be removed from Maplewood Avenue because they are not reducing the speed.

Michael Bean, resident, spoke to Sagamore Avenue parking. Mr. Bean appreciated the sample motion on Agenda Item E. The restaurant will be closed for a few weeks for renovations. There should be some traffic relief. The new lot will begin development this spring.

VII. NEW BUSINESS:

A. Islington Street, request for crosswalk at Mobil station, by Terry LeBlanc.
Public Works Director Peter Rice moved to refer to staff for report back, seconded by Planning Director Juliet Walker. **Motion passed.**

VIII. OLD BUSINESS:

A. Amendment to Motorcycle Parking ordinance.
Erica Wygonik requested some background on this item. Chairman Peter Whelan responded that there were five (5) marked spots for motorcycles downtown. They take up one vehicle parking space. It is motorcycle parking from April 1st to November 30th and a regular parking space in the winter.

Public Works Director Peter Rice added that the spaces were added to provide motorcycle and moped parking downtown. The ordinance was written and stated there should be a reduced rate for those spaces. However a rate was never established at that time. The PTS Committee set a rate that was challenged because some felt that it

did not go through the appropriate channels. Erica Wygonik commented that it may not make sense to provide a reduced resident rate for motorcycle parking and questioned if they provided a reduced resident rate for cars. Public Works Director Peter Rice confirmed a reduced rate was given if residents used the ParkMobile app and/or the EasyPark program.

Planning Director Juliet Walker questioned if there was a time limit for parking in the spots. Parking Director Ben Fletcher responded that it was not addressed specifically in the ordinance, but it would be the same three-hour time limit as the spaces that surround it. Public Works Director Peter Rice commented that they could add the posted time limits into the ordinance.

Jonathan Sandberg questioned how the turnover would be enforced. Parking Director Ben Fletcher responded that the enforcement officer electronically chalks the tires.

Mary Lou McElwain commented that she was concerned that no fees would encourage more motorcycles to come into the downtown. There would be an increase in noise. The church across the street has already expressed concern about the noise.

Steve Pesci commented that it was logical for all vehicle operators to pay into the system. He supported the fee structure. He stated the Committee will need to think about parking of mopeds including electric mopeds and mobility devices (scooters) in the future. Mary Lou McElwain agreed that the moped guidelines should be revisited.

Planning Director Juliet Walker moved to suspend the rules to allow public comment, seconded by Mary Lou McElwain. **Motion passed.**

Marc Stettner, resident, stated the rate included in the ordinance was outrageous especially compared to other communities.

Chairman Peter Whelan clarified that this was a recommendation to the City Council. There will be three (3) readings before the City Council and the public will have an opportunity to speak.

Planning Director Juliet Walker moved to adopt the ordinance as drafted in the packet with additional language stating posted time limits apply, and send to the City Council for first reading, seconded by Steve Pesci. **Motion passed.**

B. Pleasant Street at Washington Street, report back on sight line concern.

Eric Eby commented that he measured the sight lines in the area to see how the previous conditions compared to the new parking configuration. The sight line has been reduced to 80 feet, which is similar to those in a downtown environment. The new configuration has allowed for improved sight lines a few feet back from the stop bar. It is an improved condition overall for sightlines and pedestrian traffic.

Public Works Director Peter Rice moved to accept and place the memorandum on file, seconded by Fire Chief Todd Germain. **Motion passed.**

C. Middle Street, report back on request for crosswalks between Lincoln Avenue and Cass Street. Eric Eby commented that this was a resident request. There is a large curve radius on Middle Street. The curve restricts sightlines in that area. The traffic speeds and volumes are high. The sightlines are low. That is the reason that a crosswalk is not recommended in this area. Eric Eby added that he conducted counts in the area. There were only 9 pedestrians trying to cross at Aldrich Road in a 28-hour period. Generally, a crosswalk is installed if there are 20 or more pedestrians crossing within an hour. The counts also showed there were only 10-15 pedestrians walking in the area during peak times. A crosswalk is not recommended based on the data.

Jonathan Sandberg questioned if the numbers would be different if the study was conducted when school was in session. Eric Eby responded that counts were done in June, when school was still in session, and then again in July. There was not a huge change. The one crosswalk that gets a lot of activity is at Austin Street and Richards Street because it's a direct route to school.

Planning Director Juliet Walker requested clarification on other methods besides counting to determine if a crosswalk should be implemented. Eric Eby responded that other communities have conducted surveys of households in the area to see if there was a desire for a crosswalk. Public Works Director Peter Rice commented that it would be a good time to survey households when notices are distributed about the bike lanes. Chairman Peter Whelan agreed.

Planning Director Juliet Walker moved to accept and place the memorandum on file, and staff to follow-up with resident requesting crosswalks, seconded by Public Works Director Peter Rice. **Motion passed.**

D. Summer Street at Austin Street, report back on traffic calming request. Eric Eby commented that the data showed there were at least 15 pedestrians an hour in this area. Parking goes right up to the edge of the crosswalk. The packet included a series of recommendations. The recommendations include restricting some parking, improving signage and pavement markings. This may be a pilot opportunity for pedestrian flags as well. There would be high visibility flags on each corner in buckets. Pedestrians can take these to cross the street and deposit them on the other side. Other communities have tried this. Sometimes the flags disappear quickly, but they may last longer here because it is a residential area.

Public Works Director Peter Rice commented that he would support a pilot program for the flags. However, it may make sense to start with the initial recommendations and revisit it this spring or summer.

Steve Pesci commented that they should be enforcing the parking setback at all City intersections. Steve Pesci was supportive of the pedestrian flags. He noted flags have been used in Durham. Typically, they are used at mid-block crosswalks, not at intersections. A pilot project in an area that does not meet the benchmark for a crosswalk would make more sense.

Jonathan Sandberg commented that the light at the Middle Street intersection contributes to the problem. It is a fast light, so cars speed up to make it.

The Committee voted to approve recommended measures. **Motion passed.**

E. Sagamore Avenue, report back on request for No Parking across from The Golden Egg. Eric Eby commented that they have looked at the area and took the comments from the last meeting into consideration. Parking should continue on the shoulder of Sagamore Avenue until the development of the adjacent parcel is complete. Once the parcel is developed, there would be available parking for customers on the site.

Public Works Director Peter Rice moved to table until development of adjacent lot, seconded by Fire Chief Todd Germain. **Motion passed.**

IX. INFORMATIONAL:

A. Quarterly Accident Report by Police Captain Mark Newport.

Police Captain Mark Newport reviewed the report from the packet.

Mary Lou McElwain commented that there was a three-car accident on South Street on January 21, 2020 and asked for more information. Police Captain Mark Newport responded that he could bring the details to the next meeting.

Planning Director Juliet Walker commented that it would be helpful to map out the accidents to help identify problem areas. Police Captain Mark Newport responded that they had software that could do that.

Jonathan Sandberg questioned how their statistics compared to other communities. Police Captain Mark Newport responded that they are lower than most. The money they were granted this year was less because their statistics are so good.

B. Microtransit by Planning Director Juliet Walker.

Planning Director Juliet Walker commented that last year the recommendation was to form a committee with members from PTS and the Economic Development Committee (EDC). Mary Lou McElwain and Jonathan Sandberg volunteered to join the new subcommittee.

C. Speed Limit Inventory Map.

Eric Eby commented that the map showed all the streets in the City and their posted speed limits. There are some spots where the ordinance does not agree with what is posted on the street, generally it is accurate. It is a good starting point for the discussion to review speed limits in the City.

D. PTS Open Action Items.

No Committee discussion.

X. MISCELLANEOUS:

Steve Pesci commented that he had raised concerns about private parking signs encroaching on public right-of-ways. There have been improvements in the downtown area but it is still an issue in the Maplewood Avenue area. He requested staff continue to monitor the placement of the signs.

Eric Eby commented that the residents of South Street requested an update on the traffic calming measures. There has been some speed data collection. The average speeds have been within the speed limit, but there are some opportunities for improvement. There will be more information on this matter at a future meeting.

The Committee discussed moving site visits from Wednesday to Tuesdays at 8:00 a.m.

XI. ADJOURNMENT:

Planning Director Juliet Walker moved to adjourn at 9:05 a.m., seconded by Public Works Director Peter Rice. **Motion passed.**

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

ACTIONS

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – March 5, 2020

City Hall – Conference Room A

PRESENT: City Councilor, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport

Members: Mary Lou McElwain, Jonathan Sandberg,
Harold Whitehouse, Erica Wygonik (Alternate)

ABSENT: Steve Pesci, Member

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

Action Items requiring an immediate ordinance during the next Council meeting:
Proposed parking fine increases, Chapter 7, Article IX, Section 7.901: Penalties

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

1. **Voted** to approve and accept the financial report dated January 31, 2020.
2. Public Comment Session: There were four speakers: Kelly Weinstein (lack of signage during construction off Brewery Lane and parking ban on Albany Street); Molly Wilson (South Street and Middle Road speeds); Rebecca McBeath (South Street and Middle Road speeds, bus stop, crosswalks and parking alternatives during construction on Islington Street); and Marc Batchelder (parking concerns on Albany Street and Brewery Lane and snow impacting accessibility to sidewalks).
3. 55 Aldrich Road, request for driveway permit.
Voted to suspend the rules to allow for public comment. Matt Silva, contractor for property owner, spoke in support of agenda item.
Voted to approve driveway permit application with a stipulation that the curb cut size is no greater than 12 feet.
Written Correspondence: Ellen Fineberg
4. Proposed parking fine increases, by Parking Director Ben Fletcher. – **Voted** to recommend adoption and send to City Council for request for first reading.
5. Islington Street, request for crosswalk at Mobil station. – **Voted** to approve a temporary crosswalk at the intersection of Islington Street and Brewster Street until the Islington Street corridor project is completed.
6. Middle Road, report back on speeds and speed limit in the area of Spinney Road and South Street. – **Voted** to table until the next meeting.

7. Report back on a three-car accident on South Street on January 21, 2020, by Police Captain Mark Newport. No action taken.
8. Islington Street construction traffic plan. No action taken.
9. Albany Street, parking restrictions during Islington Street detour. No action taken.
10. Middle Street bike lane public meetings. No action taken.
11. Maplewood Avenue traffic signal changes project status update. No action taken.
12. Borthwick Avenue at Greenland Road, change from 2-way stop to all-way stop. Planning Board condition of approval of Borthwick Forest. No action taken.
13. Capital Improvement Plan (CIP) project for Greenleaf Avenue at Lafayette Road. No action taken.
14. PTS Open Action Items. No action taken.
15. Adjournment – At 9:26 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. – March 5, 2020
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Peter Whelan called the meeting to order.

II. ATTENDANCE:

Members Present:

City Councilor/Chairman, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport
Member, Mary Lou McElwain
Member, Jonathan Sandberg
Member, Harold Whitehouse
Alt. Member, Erica Wygonik

Absent:

Member, Steve Pesci

City Staff Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher

III. ACCEPTANCE OF THE MINUTES:

The February 6, 2020 meeting minutes were approved by the Committee on February 20, 2020 and the City Council on March 2, 2020. No action was required today.

IV. FINANCIAL REPORT:

Harold Whitehouse requested an update on the Foundry Garage figures. Public Works Director Peter Rice commented that the transient usage has gone above the projections. The pass holders are matching the projections. Overall, the parking revenue is tracking where it should be, and there is no concern. Parking Director Ben Fletcher added that after the first year's budget, they had a better idea of what to expect. There have been initiatives to increase transient and monthly pass holder customers.

Harold Whitehouse proposed the idea of leasing the top floor of the garage for events. Parking Director Ben Fletcher said there would be many factors involved and could not speak to all of them today.

Chairman Peter Whelan said that when he parked at the Foundry Garage it was pretty full, which was good to see. Parking Director Ben Fletcher said that the increase was a result of the \$3.00 per day employee initiative.

Public Works Director Peter Rice moved to accept the financial report dated January 31, 2020, seconded by Mary Lou McElwain. **Motion passed 9-0.**

V. PUBLIC COMMENT:

Kelly Weinstein, a business owner in the Malthouse Exchange Plaza, said that there has been a lot of construction in that area, but there has not been adequate signage to redirect traffic into the plaza. Ms. Weinstein also owns The Consignment Company (Co.Co.) on Albany Street. There are about 5 spaces in front for customer parking. The Islington Street project creates a parking ban in that area. Ms. Weinstein asked where they should tell their customers to park. Eric Eby responded that they reached out to the owners of the Weekender House. There are a couple of spaces in the public right-of-way that can be used as public parking. Parking is also allowed on other streets in the neighborhood.

Molly Wilson, resident, commented that she was concerned about speeding on South Street, Middle Road, and around the Lafayette Park Playground area. There are two bus stops in that area, and it is a huge safety concern. There needs to be some traffic calming measures in that area.

Rebecca McBeath, resident, echoed the same concerns as Molly Wilson about speeding and the bus stops. A lower speed limit should be extended to the ball fields. Ms. McBeath also noted that a lot of business owners parked on Islington Street and suggested an alternative program for them because they park there all day.

Marc Batchelder, resident, commented on the parking concerns on Albany Street and Brewery Lane. The snow is not always cleared on the sidewalks in that area and it impacts the accessibility to the sidewalks. The snow banks cause pedestrians to walk out into the street to get around them. The agenda item proposes restricting parking for the detour period. The Committee should look at restricting parking permanently in that area.

VI. NEW BUSINESS:

A. 55 Aldrich Road, request for Driveway Permit, by Anne Landau Bellaud.
Public Works Director Peter Rice moved to suspend the rules and allow for public comment, seconded by Harold Whitehouse. **Motion passed 9-0.**

Contractor Matt Silva said that the primary reason for the application was because of the new garage addition. The new design includes a turnaround area so cars will not back out onto Aldrich Road. The curb and sidewalk will be fixed to City standards. Drainage and utilities should not be impacted.

Harold Whitehouse commented that he was concerned about cars backing in and out because it was a very narrow area. Public Works Director Peter Rice responded that the driveway has a turnaround, so cars will not be backing out onto the street.

Harold Whitehouse questioned if they considered putting the driveway on Aldrich Court. Public Works Director Peter Rice responded that they did, but there was concern about cars sticking out and blocking the narrow road.

Erica Wygonik was concerned about adding trips on Aldrich Road vs. Aldrich Court. There is plenty of on-street parking in that area. Also, the space that will be created by closing up the existing driveway may be too small to really be used as an on-street parking space.

Harold Whitehouse commented that he would support the motion with reservation.

Chairman Peter Whelan noted that they received an email from an abutter that requested the curb cut size remain 12 feet, which they are doing.

Public Works Director Peter Rice moved to approve driveway permit application with a stipulation that the curb cut size is no greater than 12 feet, seconded by Jonathan Sandberg. **Motion passed 9-0.**

Harold Whitehouse supported the motion with reservation.

B. Proposed parking fine increases, by Parking Director Ben Fletcher.

Parking Director Ben Fletcher commented that this agenda item has not been revisited since 2013. The number one comment about downtown is that people can't find a parking space. There is a three-hour time limit on most of the parking. People are staying longer than that because the fine is only \$15. Increasing the fine amount should help deter that behavior. It will encourage people to move within the time limit posted and may result in the issuance of fewer tickets. The increase would apply to the top four tickets that are written today. A schedule was provided on page 7 in the packet detailing the parking fine increases. See table below for a summary.

| Description | Last Updated | Current Fine | After 30 Days | Recommended Fine | After 30 Days |
|---|--------------|--------------|---------------|------------------|---------------|
| Time Expired: 15 & 30 minute; 1 - 4 hour Citations | 1/1/2013 | \$15.00 | \$30.00 | \$25.00 | \$40.00 |
| Parked in No Parking Area | 1/1/2013 | \$20.00 | \$40.00 | \$40.00 | \$65.00 |
| Emergency Snow Ban | 1/1/2013 | \$25.00 | \$35.00 | \$50.00 | \$100.00 |
| Commercial Loading Zone | 1/1/2013 | \$25.00 | \$50.00 | \$50.00 | \$100.00 |

Chairman Peter Whelan questioned if they were writing more tickets every year. Parking Director Ben Fletcher responded that in 2019 they wrote around 50,000 tickets.

Harold Whitehouse asked about resident only parking listed on the report. Parking Director Ben Fletcher responded that there was resident only parking in the West End in the Hill Street area. The program failed because it considered anyone with a New Hampshire plate as a resident, so it was too hard to enforce.

Mary Lou McElwain clarified that 100% of the fines went to the City and no percentage went to the State. Parking Director Ben Fletcher confirmed that was correct. Mary Lou McElwain supported the increase and thought they were reasonable.

Planning Director Juliet Walker moved to recommend adoption and send to City Council for request for first reading, seconded by Harold Whitehouse. **Motion passed 9-0.**

VII. OLD BUSINESS:

A. Islington Street, request for crosswalk at Mobil station, by Terry LeBlanc.

Eric Eby commented that he observed pedestrian crossings in the area. There is quite a bit of pedestrian traffic in the area. Today pedestrians are crossing whenever they

can. The spot on the corner of Brewster Street at the Mobil station would allow for an ADA compliant crosswalk and has good sightlines. There are two proposed crosswalks included in the Islington Street improvement project, which is still a few years out.

Erica Wygonik clarified that this crosswalk would be in place until the other ones were constructed. Eric Eby confirmed that was correct.

Public Works Director Peter Rice moved to approve a temporary crosswalk at the intersection of Islington Street and Brewster Street until the Islington Street corridor project is completed, seconded by Police Captain Mark Newport. **Motion passed 9-0.**

B. Middle Road, report back on speeds and speed limit in the area of Spinney Road and South Street.

Eric Eby commented that speed data has been collected in multiple places in the area. Speeds are slightly above the posted 30 mph, but not high enough to warrant physical traffic calming measures. A speed radar sign could be installed to alert drivers. The long-range plan to redo the intersection would be the best way to address speeding in the area.

Planning Director Juliet Walker added that there was an existing project in the Capital Improvement Plan (CIP), but funding was a few years out.

Chairman Peter Whelan supported the speed radar sign. Mary Lou McElwain agreed that the signs were effective and important.

Jonathan Sandberg commented that he was not comfortable using the 85th percentile as a form of measurement. He stated it was from the perspective of the drivers, but the concerns are not coming from the drivers they are coming from the residents. There should be something else done to help narrow the roadway. Eric Eby said that a resident who spoke during public comment talked about parking her car in the street to slow traffic speeds. That is one of the most effective measures the neighborhood can do to help narrow the road and slow traffic.

Erica Wygonik requested more information about the project in the CIP. Planning Director Juliet Walker responded that it has to go through the design process. The funding has been slotted for fiscal year 2025. There is a Neighborhood Traffic Calming Program. The City works with residents to try to implement interim measures. They can continue to talk to the neighborhood about interim measures. There is always a question of funding, and they try to ensure there is neighborhood consensus for the proposed project.

Chairman Peter Whelan suggested discussing more options at the next meeting. Erica Wygonik suggested the speed radar sign be installed now.

Public Works Director Peter Rice commented that they could talk to the City Council about moving this item forward and work on conceptual designs to create a more neighborhood feel.

Chairman Peter Whelan moved to table until the next meeting, seconded by Harold Whitehouse. **Motion passed 9-0.**

VIII. INFORMATIONAL:

A. Report back on a three-car accident on South Street on January 21, 2020 by Police Captain Mark Newport.

Police Captain Mark Newport commented that it was a relatively minor accident. Two cars were stopped waiting to turn and the third car rear-ended the middle car, which rear-ended the first car. No one was hurt and there was minor damage to the vehicles.

Mary Lou McElwain commented that she was concerned because it happened during school time. She was concerned about unsafe intersections and kids crossing the street to get to school.

Mary Lou McElwain requested that the quarterly accident report include the accident locations. Police Captain Mark Newport confirmed that could be included.

B. Islington Street construction traffic plan.

Eric Eby stated the second year of construction on Islington Street would begin in April. Two sections of roadway will be under construction. The first is between Spinney Road and Aldrich Road. The second is between Bartlett Street and Cass Street. There will be a lot of deep trenching so traffic will need to be one-way in sections. Bartlett Street will remain two-way. Traffic leaving Plaza 800 can turn on Aldrich Road or Jewel Court. Vehicles will be able to access Bartlett Street from Islington Street. Parking will be removed on Brewery Lane for the length of the detour. A few spaces on Cass Street may need to be restricted to accommodate truck turning movements. The detour will be in place for the length of construction, which is expected to last through September.

Public Works Director Peter Rice requested clarification on the stop bar adjustment in the left turn lane. Eric Eby responded that the stop bar will be moved back to Jewell Court.

Police Captain Mark Newport questioned if there was concern about traffic cutting through the parking lot on Jewel Court. Eric Eby responded that the one-way exit out to Brewery Lane would remain. Public Works Director Peter Rice said that detours are established based on current information. The detours are monitored and adjusted as needed.

Jonathan Sandberg commented that there should be a sign on Route 33 warning drivers of the detour. Planning Director Juliet Walker agreed there should be a sign informing drivers that the best route to downtown is Middle Road.

Mary Lou McElwain was concerned about the head in parking on Jewel Court. If traffic increased it could make backing out of those spaces unsafe. Eric Eby responded that Jewel Court will become one-way from Islington Street to Brewery Lane.

C. Albany Street, parking restrictions during Islington Street detour.

Eric Eby spoke to the map provided in the packet. Currently there is no parking on Brewery Lane between Albany Street and Jewell Court. The proposal is to remove the rest of the parking on Albany Street. The street is narrow and it would be challenging to get around parked cars during construction.

Public Works Director Peter Rice questioned if the indented parking spaces in front of The Consignment Company (Co.Co.) were going to stay. Eric Eby responded that they needed to be restricted because they will block the sidewalk otherwise. There is public parking in front of the Weekender House that will remain. The spaces can be striped to make it clear that they are public parking spaces.

Planning Director Juliet Walker commented that parking is challenging in this area because public parking is limited. There aren't a lot of options to try to help alleviate impact in this area during construction because there's just not a lot of public parking. Chairman Peter Whelan commented that the parking in Plaza 800 was private, however, there may be an option for business owners and employees to park in the lot in order to free up parking for customers.

D. Middle Street bike lane public meetings.

Planning Director Juliet Walker stated there is a public meeting scheduled for March 12, 2020 and a City Council work session on March 23, 2020.

E. Maplewood Avenue traffic signal changes project status update.

Eric Eby commented that they are in the process of awarding the bid to Electric Light Company. They will be updating the signal controllers along Maplewood Avenue and changing the pedestrian phasing. Today, all traffic stops while pedestrians cross the street. The change will allow pedestrians to cross with parallel vehicle traffic. Vehicles must yield to pedestrians in the crosswalk and then they may turn. The new signals will give pedestrians a few seconds head start before parallel traffic is allowed to go.

Jonathan Sandberg was concerned about pedestrians crossing concurrently with traffic on Islington Street because they must make a left or right turn. Eric Eby responded that pedestrians would be crossing with the right-hand turns only. If this doesn't work, then it can easily be changed back. It should reduce delays for traffic and pedestrians.

F. Borthwick Avenue at Greenland Road, change from 2-way stop to all-way stop. Planning Board condition of approval of Borthwick Forest.

Eric Eby commented that the intersection has been a 2-way stop for a long time. This change will make it an all-way stop to reduce confusion. This was a condition of approval for the new medical building being constructed on Borthwick Avenue. It will also create a safer and shorter pedestrian crossing, and new sidewalks will be constructed.

G. Capital Improvement Plan (CIP) project for Greenleaf Avenue at Lafayette Road.

Eric Eby commented that this was a conceptual plan. This intersection has always been a concern because of sightlines and traffic volumes. One idea is to create a one-way street by allowing right turning traffic from Lafayette Road onto Greenleaf Avenue. Traffic on the Route 1 Bypass would not be able to access that portion of Greenleaf Avenue at the traffic light.

Public Works Director Peter Rice commented that a citizen request was made many years ago about the area.

Eric Eby commented that Tuscan Market did a traffic study as part of their approval process and the study supported this idea.

Jonathan Sandberg requested clarification about where it would become one-way. Eric Eby responded that it would begin at Hillside Drive.

Police Captain Mark Newport commented that there should be signage at the Bypass to let people know about the changes. Eric Eby confirmed there would be.

Mary Lou McElwain asked about the project timeline. Public Works Director Peter Rice responded that it was part of the citywide intersection improvements program. A design study would need to be completed and consensus would need to be reached. Then there would be a cost assessment. If funding is available, it could be completed.

Erica Wygonik questioned if the Hillside Drive neighborhood had been notified about the potential project. Public Works Director Peter Rice responded that the neighborhood had requested it.

H. PTS Open Action Items. No Committee discussion.

IX. MISCELLANEOUS:

Harold Whitehouse stated he believed that there was a public/private agreement between the City and a developer to build workforce housing adjacent to the Foundry Garage. Now the use has been changed to a hotel. Planning Director Juliet Walker responded that the approved projects had no commitment to build affordable housing. There was discussion about building housing on lot 5 at the intersection of Maplewood Avenue and Deer Street. However, that project has not gone through any land use approval yet. The hotel was approved for lot 3. Harold Whitehouse was concerned about increased traffic in the area. Planning Director Juliet Walker responded that traffic analysis was part of the approval process.

Harold Whitehouse requested information on the bad accident on the corner of Dennett Street and Woodbury Avenue. Police Captain Mark Newport responded that it involved three vehicles. One teenager is still hospitalized. The other drivers did not receive significant injuries. At this time, it is still under investigation, but speed was a factor. Harold Whitehouse commented that taking a left off of Dennett Street onto Woodbury Avenue was very hard because it's so busy and has bad sightlines. Harold Whitehouse stated a traffic signal would be ideal in that area. Police Captain Mark Newport agreed that the intersection could be difficult at certain times of the day, but there was no preventative measure they could have taken to prevent the accident.

Chairman Peter Whelan commented that he got a phone call and letter from a resident about the "No Trucks Allowed" zone on Bartlett Street. Police Captain Mark Newport responded that they were familiar with the truck traffic complaints and they are addressing it.

Chairman Peter Whelan got a phone call with concerns about speeding and safe pedestrian crossing on South Street and Sagamore Avenue in the mornings.

X. ADJOURNMENT:

Harold Whitehouse moved to adjourn at 9:26 a.m., seconded by Jonathan Sandberg.

Motion passed 9-0.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

PARKING and TRAFFIC SAFETY COMMITTEE
April and May Meetings

Meetings canceled due to COVID-19.

ACTIONS

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – June 4, 2020

Remote Meeting via Zoom Conference Call

PRESENT: City Councilor/Chairman, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport

Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse, Erica Wygonik (Alternate)

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

Action Items requiring an immediate ordinance during the next Council meeting:

None

Temporary Action Item requiring an ordinance during the annual omnibus:

None

1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-9, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Public Comment Session: There were 12 speakers: Gerald Duffy (Middle St. bike lanes); Adrienne Harrison (All-Way STOP at Broad St. & Highland Ave. and Middle St. bike lanes); Matt Glenn (Middle St. bike lanes and Islington St. project); Ann Poubeau (Middle St. bike lanes and Islington St. project); Kristie Jorgensen (Middle St. bike lanes); Ned Raynolds (Middle St. bike lanes); CJ Fleck (Middle St. bike lanes); David Allen (Middle St. bike lanes and Islington St. project); Thomas Gruen (Middle St. bike lanes); Jason Combs (Middle St. bike lanes and vehicles speeding); Josh Pierce (Middle St. bike lanes); Charles Griffin (Middle St. bike lanes).
3. Email Correspondences: Kristie Jorgensen (Middle St. bike lanes) and Thomas Gruen (Middle St. bike lanes alternative proposals)
4. Financial Report – **On a unanimous roll call 9-0, voted** to approve and accept the financial report dated April 30, 2020.

5. Recommended changes to Middle Street bike lanes, by City staff
On a roll call 1-8, motion *failed* to table action item until the August PTS meeting.
Harold Whitehouse voted in favor. Chairman Whelan, Public Works Director Rice, Planning Director Walker, Fire Chief Germain, Police Captain Newport, Mary Lou McElwain, Steve Pesci and Jonathan Sandberg voted opposed.

On a roll call 8-1, motion passed to endorse recommended changes to bike lanes and send to City Council for approval.
Public Works Director Rice, Planning Director Walker, Fire Chief Germain, Police Captain Newport, Mary Lou McElwain, Steve Pesci, Jonathan Sandberg and Harold Whitehouse voted in favor. Chairman Whelan voted opposed.
6. Proposed Stay and Pay graduated parking meter rates, by DPW - **On a unanimous roll call 9-0, voted** to approve proposed graduated parking meter rates.
7. Request for All-Way STOP at intersection of Broad Street and Highland Street, by residents of area - **On a unanimous roll call 9-0, voted** to approve request for all-way STOP control at intersection.
8. Request for flashing beacon at intersection of Woodbury Avenue and Dennett Street, by Harold Whitehouse - **On a unanimous roll call 9-0, voted** to request report back from staff at future meeting.
9. Request to improve safety at intersection of Boss Avenue and Sunset Road, due to limited sight lines, by Sarah Lynch - **On a unanimous roll call 9-0, voted** to request report back from staff at future meeting.
10. Islington Street construction update - **On a unanimous roll call 9-0, voted** to recommend the Islington Street construction project continue as planned and contracted.
11. Maplewood Avenue traffic signal changes project status update - No action taken.
12. Traffic volumes during pandemic - No action taken.
13. Omnibus - No action taken.
14. PTS Open Action Items - No action taken.
15. Adjournment - **At 10:16 a.m., on a unanimous roll call 9-0, voted to adjourn.**

Respectfully submitted by:

Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – June 4, 2020

Remote Meeting Via Zoom Conference Call

I. CALL TO ORDER:

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

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport
Member, Mary Lou McElwain
Member, Steve Pesci
Member, Jonathan Sandberg
Member, Harold Whitehouse
Alt. Member, Erica Wygonik

City Staff Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher

III. PUBLIC COMMENT:

Gerald Duffy spoke in support of the recommended changes to the Middle Street bike lanes presented by staff and that they be sent to the City Council. He spoke about the importance of education, enforcement and environment (infrastructure). He asked the Committee and the City Council to stay the course on this project.

Adrienne Harrison spoke in support of the all-way stop at Broad Street and Highland Street. She thanked Eric Eby for the quality of work he put into his assessment. Ms. Harrison and several neighbors submitted emails requesting the all-way stop. They have safety concerns for the children in the neighborhood. She also spoke in support of the recommended changes to the Middle Street bike lanes.

Matt Glenn spoke in support of the Middle Street bike lanes and the Islington Street construction project. He fully supports the plan put forth by City staff and spoke in support of extending the network of bike lanes. He stated the improvements on Islington Street are overdue and should not be delayed.

Ann Poubeau spoke in support of the Middle Street bike lanes and provided five reasons for her support. She also supports the Islington Street construction project and the improvements in front of the White Heron.

Kristie Jorgensen spoke in opposition to the Middle Street bike lanes project. She stated in her opinion the project is misguided and poorly executed. She stated she supports cycling but does not support the project. Safety, sight lines, underutilization and lack of on-street parking

need to be addressed. Ms. Jorgensen sent an email outlining her views and opinions of the project to Chairman Whelan and it was forwarded to the Committee. It also included a photo of her driveway view of Middle Street traffic.

Ned Raynolds spoke in support of the Middle Street bike lanes. He is in full support of the recommended changes proposed by staff.

CJ Fleck spoke in support of the Middle Street bike lanes. Protected bike lanes improve safety. He stated we should focus on improvements and making the project better instead of tearing it down.

David Allen is a resident and a board member of SABR (Seacoast Area Bicycle Riders). He supports the Middle Street bike lanes and the recommended modifications. The bike lanes provide safety for the experienced bicyclists and now for all the new riders due to the COVID-19 pandemic. Mr. Allen also spoke in support of the Islington Street construction project.

Thomas Gruen asked the Committee to consider an alternative proposal. Keep the first and longest component of the bike lane from the High School to Lincoln Avenue in its current form. Start the sharrow portion at Lincoln Avenue instead of Highland Street, allowing curbside parking on both sides of Middle Street. It would affect about 1,600 feet of the bike lane, simplify the entire corridor from three sections to two sections, allow for safe parking for the Middle Street residents along this portion of the route, and eliminate the current conflict. Mr. Gruen sent an email detailing his proposal to City staff.

Jason Combs spoke in support of the Middle Street bike lanes. He is concerned about vehicular speed and volume on Middle Road, where he lives, and the safety of pedestrians and bicyclists.

Josh Pierce is a resident and the general manager at Papa Wheelies. He spoke in support of the Middle Street bike lanes. He stated recreation bike sales are unprecedented. There are many new riders in our community and the bike lanes create a safe space for these new riders.

Charles Griffin spoke to the Middle Street bike lanes. He stated installation of bicycle logos and "May Use Full Lane" signage is all that is necessary for safety along the entire length of the project. He requested the Committee recommend "a bollard-free summer" to the City Council. He asked about the federal funding and if the penalties were disclosed when the decision was made to support the project. He asked if all or part of the funding would need to be returned if logos and signage were to be installed instead of using bollards.

IV. FINANCIAL REPORT:

Harold Whitehouse moved to accept the financial report as presented, seconded by Mary Lou McElwain. **On a roll call vote 9-0, motion passed.**

V. NEW BUSINESS:

A. Recommended changes to Middle Street bike lanes, by City staff. Planning Director Walker provided a brief summary. At the City Council's request, City staff held a public meeting on March 12, 2020. The public shared their concerns, comments, and suggestions for improvements. The public comments and statements were provided in the PTS packet and

will be posted on the project webpage. She encouraged people to review the comprehensive project webpage. The City was required to follow a very specific process required by New Hampshire Department of Transportation (NHDOT). The process required three alternatives and an engineering study. The first recommendation for the grant was to do traditional bike lanes, but through the public process staff heard from a lot of people who wanted more protection and separation. The result was the preferred alternative, which was a combination of a protected bike lane and a buffered bike lane. It was accepted and voted on by the City Council.

The design and planning process included public meetings, presentations to PTS, parking counts, notifying residents about parking changes, and a final approval by the NHDOT Bureau of Traffic. Planning Director Walker stated it was a long process, but required by the Local Public Agency (LPA) program through NHDOT in order to get the grant funding.

After the meeting in March, the COVID-19 pandemic stopped all work. A meeting was held between Public Works, Planning, Fire and Police to discuss possible modifications to the bike lanes this year. Given the current context of the COVID-19 emergency, staff agreed that substantial changes to the bike lane design should not be a City priority at this time, and staff jointly agreed to recommend low cost modifications to the bike lanes for the coming season. The modifications are outlined in the memorandum on page 2. Modifications include re-installing a limited number of flex post bollards at all intersections and at start of on-street parking areas, removing on-street parking at intersections to improve sight lines, restriping areas, and reducing posted speed limit to 25 mph.

Substantial changes to the bike lanes would require a substantial investment from the City, and would require returning federal funds to the government. Planning Director Walker has asked for clarification from NHDOT on the extent of allowable changes and the quantity of funds that would need to be returned and she will report back to the City Council once guidance has been provided.

Mary Lou McElwain moved to endorse recommended changes to the bike lanes for spring and summer, and send to City Council for approval, seconded by Steve Pesci.

Mary Lou McElwain supports the bike lanes and that the recommendations from staff will make it safer. She spoke to sight line improvements needed at Cass Street, Aldrich Street and Cabot Street. Debris in the bike lanes is also an issue. Tree branches are blocking visibility.

Harold Whitehouse asked if the City has the right to change the configuration of U.S. Route 1. He supports holding another public meeting and Charles Griffin's idea of "a bollard-free summer". He stated he would reluctantly support the motion.

Erica Wygonik thanked staff for their data driven decisions and supports their recommendations. She spoke to infrastructure improvements needed to make the more dramatic changes suggested by the public and how the costs to do the work would be significant. She recommends using the taller flexpost bollards to reduce vehicle speeds. Bollards should also be installed at locations where vehicles enter onto Middle Street to avoid clipping the bike lane.

Jonathan Sandberg supports the motion and staff recommendations. He spoke to decreased traffic because of COVID-19 and the bike lane usage. He asked staff to look at the intersection of Lafayette Road and Greenleaf Avenue because cyclists get cut off there.

Steve Pesci supports staff recommendations for 2020, the longer-term changes and ongoing data collection proposed in the memorandum. He stated he has looked at the concerns raised by the opponents and is empathetic. He agrees sight lines and visibility are issues of greatest concern. He presented some possible solutions. Mr. Pesci thanked the public for their comments but feels staff is being unfairly criticized by some opponents. Staff has worked diligently and listened to the public.

Mary Lou McElwain concurred with Steve Pesci's comments and concerns. She spoke to concerns about aesthetics on Middle Street and requested the bollards be placed at the Lafayette Road and Greenleaf Avenue intersection. She thanked staff for their work.

Harold Whitehouse requested the agenda item be delayed for one or two months. He stated now is not the time to make changes. He thanked staff for their work but is hesitant to move forward now.

Chairman Whelan thanked the staff for their work and efforts. He stated he is very sympathetic to the residents who live on Middle Street. He has received photos from residents concerned about sight lines and driveways. He supports bike lanes. He is concerned about the area between Lincoln Avenue and Highland Street. He stated he would rather do nothing for a little while and revisit at a later date.

Harold Whitehouse moved to table action item until the August PTS meeting. It was seconded by Chairman Whelan. Harold Whitehouse stated a decision should be delayed for two months until things get back to normal.

Steve Pesci stated the biggest sense of urgency raised by opponents to the design is that it is unsafe. It runs counter to the argument of let's not do anything for two months. If it is truly unsafe, staff has recommended changes to improve the safety. He stated it is not relevant to COVID-19. The motion to table does not respond to the logic of the critics who say it is unsafe. Let's focus on safety and move forward.

Erica Wygonik supported Steve Pesci's comments. She stated the COVID-19 situation promotes moving this forward now. Children are home, the summer weather is encouraging more outdoor activities and now is the time to provide the safest environment for the community.

Police Captain Newport stated he would oppose tabling the action item because of safety concerns for more inexperienced cyclists. He stated accidents on that stretch of Middle Street have been minor compared to years without bike lanes and the lanes make people pay attention.

Mary Lou McElwain clarified her motion is for all staff recommended changes to bike lanes. She is very concerned about safety.

Fire Chief Germain stated he would oppose tabling for two months with all due respect. He endorses the recommended changes by staff and wants to see them implemented. He lives in

the area and understands concerns from opponents, but also hears from neighbors who find the bike lanes safer for families riding together.

On a roll call 1-8, motion *failed* to table action item until the August PTS meeting.

Harold Whitehouse voted in favor. Chairman Whelan, Public Works Director Rice, Planning Director Walker, Fire Chief Germain, Police Captain Newport, Mary Lou McElwain, Steve Pesci and Jonathan Sandberg voted opposed.

Chairman Whelan restated the motion. The motion is to move to endorse all staff's recommended changes to bike lanes and send to City Council for approval.

On a roll call 8-1, motion passed.

Public Works Director Rice, Planning Director Walker, Fire Chief Germain, Police Captain Newport, Mary Lou McElwain, Steve Pesci, Jonathan Sandberg and Harold Whitehouse voted in favor. Chairman Whelan voted opposed.

Steve Pesci had to leave the meeting. Erica Wygonik will be voting on all remaining agenda items.

B. Proposed Stay and Pay graduated parking meter rates, by DPW. Parking Director Ben Fletcher provided an overview of the Parking Division services. He stated there is a common misconception that decisions are based on revenue generation, but they are really based on behavior management. He stated in the current economic climate there is triple digit demand and occupancy. Pricing drives demand, and therefore occupancy. Data suggest that areas above the targeted 85% occupancy threshold should carry a price point that generates the desired demand and occupancy.

The Stay and Pay concept puts the power and decision making in the hands of the consumer and is in line with the 2012 Parking Principles.

It can ensure the most desirable on-street and lot spaces are available to both short and long-term customers. It utilizes an economic incentive to encourage a turn at the 3-hour point. The method satisfies the needs of short-term and long-term users by creating a price structure that allows for an inexpensive short-term stay, then advances the price curve to adjust for highly-motivated longer term users.

Parking Director Fletcher spoke to the Stay and Pay implementation in Dover. It has been a successful program.

Recommendations presented include a \$3.00 an hour public rate increase in the High Occupancy Zone (*ON-STREET ZONE A*) for the third hour of occupancy and beyond. A \$1.50 an hour public rate increase is proposed for *ON-STREET ZONE B/C* for the third hour of occupancy and beyond. The resident rate increase in the High Occupancy Zone (*ON-STREET ZONE A*) is \$0.50 for the third hour and an additional \$0.50 for the fourth hour of occupancy. The resident rate increase in *ON-STREET ZONE B/C* is the same as *ZONE A*. Data tables have been provided on page 50 of the packet detailing the current rates, proposed public rates and resident rates.

Public Works Director Rice moved to approve proposed graduated parking meter rates, seconded by Harold Whitehouse.

Erica Wygonik asked for the rationale behind the rate increase after three hours of occupancy. Parking Director Fletcher said the rate could be adjusted after *any* hour of occupancy. The data utilization model shows most drivers stay between two and three hours. The maximum time currently allowed at the meter is three hours.

Jonathan Sandberg asked how it would work. Parking Director Fletcher stated the initial process would remain the same, but with this system the occupant can stay as long as desired by feeding the meter or paying by using the smartphone app. Residents will continue to receive a discounted rate by using the app.

The Committee discussed the process, logistics and benefits of using the Stay and Pay concept. Data collection will continue through the program and modifications can be proposed based on the findings.

On a roll call 9-0, motion passed.

C. Request for All-Way STOP at intersection of Broad Street and Highland Street, by residents of area. Public Works Director Rice moved to approve request for all-way STOP control at the intersection of Broad Street and Highland Street, seconded by Fire Chief Germain. Mary Lou McElwain stated she's noticed that children are not paying attention at stop signs and education is needed.

On a roll call 9-0, motion passed.

D. Request for flashing beacon at intersection of Woodbury Avenue and Dennett Street, by Harold Whitehouse. Harold Whitehouse moved to request report back from staff at future meeting, seconded by Public Works Director Rice.

Harold Whitehouse spoke to the fatal accident that happened in March 2020. He expressed concern about traffic and volumes due to future developments and activity in the area. He asked if a traffic signal could be installed. Public Works Director Rice and Eric Eby stated the area does not warrant a traffic signal. All development projects were taken into consideration to reach that conclusion. The request for a flashing beacon at the intersection will be studied and staff will report back at a future meeting.

Harold Whitehouse asked that his concerns for safety be noted in the meeting minutes. Police Captain Newport confirmed that the accident was due to the driver's operation and not the design of the roadway, traffic or signage.

Jonathan Sandberg asked if the yellow bollards would be reinstalled at Thornton Street and Bartlett Street. Eric Eby stated the residents do not want them reinstalled at this time.

On a roll call 9-0, motion passed.

E. Request to improve safety at intersection of Boss Avenue and Sunset Road, due to limited sight lines, by Sarah Lynch. Public Works Director Rice moved to request report back from staff at future meeting, seconded by Planning Director Walker.

On a roll call 9-0, motion passed.

VI. OLD BUSINESS:

No Old Business items.

VII. INFORMATIONAL:

A. Islington Street construction update.

This agenda item was referred to PTS Committee by the City Council. At the June 1, 2020 City Council meeting, the Council voted to refer this item to this Committee for a report back.

Chairman Whelan stated staff provided documentation showing that the project was previously approved by the PTS Committee and the City Council. It has been an ongoing project for several years. Eric Eby stated the studies show that the temporary crosswalk and bump-out when in place, improved traffic safety and flow and pedestrian safety. It did not delay traffic at the intersection of Islington Street and Bartlett Street. The PTS Committee previously voted to make it both a temporary feature and a permanent part of the reconstruction project, which is currently under construction.

Planning Director Walker spoke to the project planning. It was multidisciplinary with multidepartment input. Many meetings were held on the project design. Discussions about the crosswalk and bump-out at the White Heron, the road width and accommodations for bicyclists were all made. The City staff used the Complete Street Policy to guide the project. Staff conducted an extensive review of the project from a multidisciplinary aspect and previously elected City Councils have voted on the project.

Mary Lou McElwain asked about the bump-out design and safety for cyclists. Eric Eby spoke to the gradual curb taper layout and how the revised curbing design will give more width for cyclists.

Erica Wygonik moved to recommend the Islington Street construction project continue as planned and contracted, seconded by Jonathan Sandberg.

On a roll call 9-0, motion passed.

C. Traffic volumes during pandemic. Eric Eby included two graphs provided in the packet on pages 97 and 98. The data shows traffic volumes dropped off at the depths of the pandemic to a third of the normal traffic volumes. However, traffic is quickly coming back to normal volumes.

Planning Director Walker stated staff now has the technology to count bicyclists using the bike lanes at the South Street and Lafayette Road signal. The initial data showed that bicycle levels are similar to 2019 during the same time period. Eric Eby explained the new video detection technology installed at the signal.

B. Maplewood Avenue traffic signal changes project status update. Eric Eby explained the concurrent pedestrian phasing changes to the downtown signal. Pedestrians will cross with the parallel vehicle traffic. Vehicles turning across the pedestrian crosswalks must yield to pedestrians in the crosswalk. Delays will be reduced for pedestrians and vehicles. Because it will be new to the community, public outreach and education will be done.

The project is scheduled to start on June 22, 2020. The project will include new equipment and crosswalks will be ADA compliant.

Public Works Director Rice spoke to the Leading Pedestrian Interval (LPI), which gives the pedestrian a few seconds head start when entering the intersection. This project addresses complaints from pedestrians and drivers about long wait times.

C. Omnibus. Eric Eby is working with the Legal Department on the omnibus for City Council approval and will report back with a summary at a future meeting.

D. PTS Open Action Items. No action taken.

VIII. MISCELLANEOUS:

Harold Whitehouse asked about future meetings and requested the PTS Committee meet in July and August. The Committee will be notified about future meeting formats and dates.

IX. ADJOURNMENT:

Harold Whitehouse moved to adjourn at 10:16 a.m., seconded by Fire Chief Germain. **On a roll call 9-0, motion passed.**

Respectfully submitted by:

Amy Chastain
Secretary to the Committee

ACTIONS

PARKING and TRAFFIC SAFETY COMMITTEE

2:00 P.M. – July 9, 2020
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport

Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse, Erica Wygonik (Alternate)

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher
Assistant City Attorney, Jane M. Ferrini

Action Items requiring an immediate ordinance during the next Council meeting:

Item 4. Proposed Stay and Pay graduated parking meter rate ordinance changes

Temporary Action Item requiring an ordinance during the annual omnibus:

None

1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-9, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Financial Report – **On a unanimous roll call 9-0, voted** to approve and accept the financial report dated May 31, 2020.
3. Email Correspondence: Liza Hewitt (safety on Middle Road).
4. Proposed Stay and Pay graduated parking meter rate ordinance changes, by DPW **On a roll call 8-0-1, voted** to approve Chapter 7, Article I, Section 7.102, Parking Meter Zones and Parking Meter Rates with the following graduated parking meter rates for fees and time increments for residents and the general public.

| | | |
|--------------------|------------------|--------------------|
| Resident Rates | On Street Zone A | On Street Zone B/C |
| hours 1 through 3 | \$1.50 | \$1.00 |
| hours 4 through 11 | \$2.50 | \$2.00 |
| Public Rates | On Street Zone A | On Street Zone B/C |
| hours 1 through 3 | \$2.00 | \$1.50 |
| hours 4 through 11 | \$5.00 | \$3.00 |

Fire Chief Todd Germain abstained.

On a unanimous roll call 9-0, voted to approve change as recommended by staff to amend Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 4. Hancock Street, item a. (northerly side from Marcy Street to Pleasant Street), amended to read "Northerly side, first three spaces closest to Marcy Street", and to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 4. Hancock Street, item b. (southerly side from Washington Street to Pleasant Street).

On a unanimous roll call 9-0, voted to approve change as recommended by staff to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 6. Madison Avenue.

On a unanimous roll call 9-0, voted to eliminate 2-hour parking spaces on Mechanic Street as outlined in Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 7. Mechanic Street.

On a unanimous roll call 9-0, voted to approve change as recommended by staff to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 8. Middle Street.

On a unanimous roll call 9-0, voted to approve change as recommended by staff to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 11. Summer Street, item a. (both sides from Islington Street to State Street, Monday through Friday from 8:00 a.m. to 5:00 p.m.)

On a unanimous roll call 9-0, voted to adopt all red line changes as proposed by staff in Chapter 7, Article 1, Section 7.102 and Chapter 7, Article I, Section 7.105 and in Chapter 7, Article III, Sections 7.324 through 7.329.

5. Request for All-Way STOP at intersection of Thornton Street and Sparhawk Street, by residents of area - **On a unanimous roll call 9-0, voted** to support the application, but in keeping with precedent, request a report back from staff on All-Way STOP at the intersection including pedestrian volumes and vehicle crash data.
6. Request for All-Way STOP at intersection of Jewell Court and Brewery Lane, by residents of area - **On a unanimous roll call 9-0, voted** to request a report back in six (6) months from staff on All-Way STOP at intersection.
7. Request for pedestrian flags at Riverbrook Condos on Middle Road - **On a roll call 8-1, voted** to approve use of pedestrian flags at Riverbrook Condos crosswalk on Middle Road. Harold Whitehouse voted opposed.
8. Request to improve the safety at intersection of Boss Avenue and Sunset Road, due to limited sight lines, by Sarah Lynch - **On a roll call 8-0-1, voted** to support staff recommendations to install warning signage. Public Works Director Peter Rice abstained.
9. Traffic volumes during pandemic – No action taken.
10. Omnibus – No action taken.

11. Accident Report by Police Captain Mark Newport – No action taken.

12. PTS Open Action Items – No action taken.

13. Adjournment – **At 3:37 p.m., on a unanimous roll call 8-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

2:00 P.M. – July 9, 2020
Remote Meeting Via Zoom

I. CALL TO ORDER:

Chairman Peter Whelan called the meeting to order at 2:00 p.m.

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman, Peter Whelan
Public Works Director, Peter Rice
Planning Director, Juliet Walker
Fire Chief, Todd Germain
Police Captain, Mark Newport
Member, Mary Lou McElwain
Member, Steve Pesci
Member, Jonathan Sandberg
Member, Harold Whitehouse
Alt. Member, Erica Wygonik

City Staff Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher
Assistant City Attorney, Jane M. Ferrini

III. FINANCIAL REPORT:

Parking Director Ben Fletcher reviewed the financial report.

Harold Whitehouse questioned what accounted for the increase in parking violations. Parking Director Ben Fletcher responded they have not stopped writing violations, even when they weren't collecting, just to keep traffic moving. He stated there were fewer tickets written during that time. The vendor is sending out collection letters, so the report is reflecting those results.

Mary Lou McElwain commented that some parking spaces have been blocked to allow for restaurant seating and questioned if they had an idea on what that revenue loss would look like. Parking Director Ben Fletcher responded that it was difficult to say. If there is enough inventory, then the loss would be zero. Some of the secondary parking locations are starting to fill up, so people are finding parking.

Mary Lou McElwain questioned if the Foundry Garage numbers were increasing. Parking Director Ben Fletcher responded that the numbers for the Foundry Garage were stronger than the numbers from last year for the Hanover Garage.

Harold Whitehouse moved to accept the financial report as presented, seconded by Mary Lou McElwain. **On a roll call vote, motion passed 9-0.**

IV. PUBLIC COMMENT:

There was no public comment. There was one email correspondence to the Committee from Liza Hewitt regarding safety on Middle Road.

V. NEW BUSINESS:

A. Proposed Stay and Pay graduated parking meter rate ordinance changes, by DPW.

Eric Eby commented that the Committee approved the concept and parking rates for the Stay and Pay program at the last meeting. As a result, there were some changes that needed to be made to the Chapter 7 Ordinance. There are no time limits with the Stay and Pay program. The sections provided in the packet show the wording that needs to be changed. The Committee needs to review and vote on the proposed changes before they go to City Council.

Parking Director Ben Fletcher explained the rate structure and provided a graphic outlining the proposed changes. He stated the Stay and Pay program provides the option to stay longer if the user wants to. He described the rate structure and reasoning for the changes.

Mary Lou McElwain requested clarification on the resident rates. Parking Director Ben Fletcher provided an explanation of the structure that included three incremental changes in price based on hours. Mary Lou McElwain commented that it was confusing and there should only be one change in the rate.

Mary Lou McElwain moved to approve Chapter 7, Article I, Section 7.102, Parking Meter Zones and Parking Meter Rates with the following graduated parking meter rates for fees and time increments for residents and the general public, seconded by Public Works Director Peter Rice.

| | | |
|-----------------------|-------------------------|---------------------------|
| Resident Rates | On Street Zone A | On Street Zone B/C |
| hours 1 through 3 | \$1.50 | \$1.00 |
| hours 4 through 11 | \$2.50 | \$2.00 |
| Public Rates | On Street Zone A | On Street Zone B/C |
| hours 1 through 3 | \$2.00 | \$1.50 |
| hours 4 through 11 | \$5.00 | \$3.00 |

Jonathan Sandberg questioned if the rates were prorated at all. Parking Director Ben Fletcher responded that with prepay users must pay for the time they expect to stay. When there are 5 minutes remaining on the rate, the user will get a notification with the option to add more time if they want.

Jonathan Sandberg questioned how the rates would be advertised. Parking Director Ben Fletcher responded that the app and devices will reflect the rates and display the total before a user pays. Jonathan Sandberg noted that it was important that users be alerted to the increase in price after hour 3. Public Works Director Peter Rice agreed and noted that they would look at effective signage.

Steve Pesci supported the motion. Simple is better for pricing. The Portsmouth meters and app are easy to understand. It is a good experiment to see if they would be getting adequate turnover by giving people a choice.

Harold Whitehouse questioned if this was going to the City Council for the final reading. Parking Director Ben Fletcher responded that it was going for first reading on Monday, July 13, 2020. Harold Whitehouse requested staff comment on the change. Parking Director Ben Fletcher commented that they get most of their revenue from tourism. It is counterproductive to invite tourists into the City then force them out with parking limits. The first 3 hours will be the same price then people will have the opportunity to stay longer. The average consumer will be relatively unaffected. It will be interesting to see the economic impact. Eric Eby added that it would be great to see how it works and the goal is to get to the 85th percentile parking rate. The City is still over 100% occupancy. Parking Director Ben Fletcher noted that they can reevaluate in 6 months to 1 year to see if parking is priced too low.

Mary Lou McElwain questioned if they were really promoting the garages. It would be good to get traffic out of the Market Square area because of the restaurant outdoor seating. Parking Director Ben Fletcher responded that more people are using the Bridge Street parking lot, so the public is finding alternate parking.

On a roll call vote, Motion passed 8-0-1. Fire Chief Todd Germain abstained.

Eric Eby reviewed Chapter 7, Article I, Section 7.105 – Parking. He stated the 500-foot rule is being removed. When the meter expires the person needs to either pay for additional time or risk getting a citation.

He reviewed the changes in Chapter 7, Article III, Sections 7.324 through 7.329. The hour limits are outdated in this section. The proposal is to get rid of the 1-hour limits. There are no 1-hour limits in the City today. There are no changes to the 30 minute limits section. The 15-minute spaces will remain the same as they currently are in the ordinance.

Mary Lou McElwain questioned if the 30-minute spaces were enough time. Eric Eby responded that the spaces were on Islington Street and the time limit encouraged turnover for the businesses in that area. Steve Pesci added that the businesses in that area were primarily food-to-go businesses. The businesses in the area want the 30-minute time limit.

Eric Eby asked the Committee to review the red lined notes in Section 7.327 on 2-hour limited parking.

He stated there is a section of Hancock Street listed as 2 hours, but that is not what is reflected in the field. The recommendation is to clean up the ordinance language and leave the three spaces on Marcy Street as they exist now.

Chairman Peter Whelan moved to approve change as recommended by staff to amend Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 4. Hancock Street, item a. (northerly side from Marcy Street to Pleasant Street), amended to read "Northerly side, first three spaces closest to Marcy Street", and to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 4. Hancock Street, item b. (southerly side from Washington Street to Pleasant Street), seconded by Planning Director Juliet Walker.

On a unanimous roll call, motion passed 9-0.

Eric Eby noted that there were no changes to Islington Street. There are no signs on Madison Avenue (Madison Street) even though it is in the ordinance as a 2-hour limit. Chairman Peter Whelan questioned if people were using the spots for more than 2 hours. Eric Eby confirmed they were. There are no signs marking a limit. Parking Director Ben Fletcher added that they don't enforce it if it is not signed because it's not fair to do so. Effectively, Madison Avenue (Madison Street) is already 72-hour parking.

Planning Director Juliet Walker moved to approve change as recommended by staff to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 6. Madison Avenue, seconded by Public Works Director Peter Rice.

On a unanimous roll call, motion passed 9-0.

Eric Eby commented that there were no spaces on Mechanic Street because of the ongoing construction at the Peirce Island wastewater treatment plant. They can leave it and then spaces will be there with a 2-hour limit post construction or they can make it unlimited parking. Another option is to remove parking all together because the road is narrow.

Public Works Director Peter Rice moved to eliminate 2-hour parking spaces on Mechanic Street as outlined in Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 7. Mechanic Street, seconded by Mary Lou McElwain.

On a unanimous roll call, motion passed 9-0.

Eric Eby commented that there were no requests to put the signs back up on Middle Street, so the recommendation was to remove it from the ordinance.

Planning Director Juliet Walker moved to approve change as recommended by staff to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 8. Middle Street, seconded by Mary Lou McElwain.

On a unanimous roll call, motion passed 9-0.

Eric Eby commented that both sides of Summer Street were a 2-hour limit, but there were no signs. There were no requests to put them back.

Planning Director Juliet Walker moved to approve change as recommended by staff to delete Chapter 7, Article III, Section 7.327, Limited Parking – Two Hours, Section A., 11. Summer Street, item a. (both sides from Islington Street to State Street, Monday through Friday from 8:00 a.m. to 5:00 p.m.), seconded by Harold Whitehouse.

On a unanimous roll call, motion passed 9-0.

Eric Eby commented that they removed the 3-hour time limit section entirely. The 4-hour time limit section remains for Livermore Street.

Planning Director Juliet Walker moved to adopt all red line changes as proposed by staff in Chapter 7, Article 1, Section 7.102 and Chapter 7, Article I, Section 7.105 and in Chapter 7, Article III, Sections 7.324 through 7.329, seconded by Steve Pesci.

On a unanimous roll call, motion passed 9-0.

Harold Whitehouse commented that there was no reference to veterans in the document. He stated he thought it was a State law or ordinance that all veterans can park free at any meter spots in the state. Parking Director Ben Fletcher responded that unless there was a very recent change veterans are subject to paying like everyone else. However, Portsmouth has made a practice of not charging when a vehicle has a veteran plate. They do request everyone observe the parking time limits. Assistant City Attorney Jane Ferrini added that they have a lot of housekeeping to do in Chapter 7. The goal for this proposal is to move forward with the Stay and Pay program.

B. Request for All-Way STOP at intersection of Thornton Street and Sparhawk Street, by residents of area. Eric Eby commented that the traffic camera showed equal volumes on both streets. There were also limited sightlines coming out of Sparhawk Street. It is the only part of Thornton Street that does not have a 4-Way STOP. Eric Eby commented that he could provide a full report next month, or the Committee could take action today.

Harold Whitehouse commented that they should not wait another month. Public Works Director Peter Rice questioned if Eric Eby thought it met warrant requirements. Eric Eby responded that it did meet the requirements. They are two similar streets with similar volumes and there is a sightline issue. Public Works Director Peter Rice commented that they need to be cautious because they receive a lot of requests for 4-Way STOP signs. They need to ensure it meets the warranted conditions. A 4-Way STOP is not a speed control measure. They are for the management of an intersection.

Mary Lou McElwain commented that there were sightline issues like this around the City. Branches hanging over sidewalks or roads obstructing sightlines. Mary Lou McElwain questioned if the City could trim back branches. Eric Eby responded that they could be trimmed if they were hanging in the right-of-way. The City can't go on private property. Eric Eby suggested citizens use the City's Click N' Fix application when they see issues like this one.

Steve Pesci noted that there was a lot of pedestrian traffic on this street and it was an appropriate spot for a 4-Way STOP sign. Chairman Peter Whelan agreed.

Steve Pesci moved to support for the application, but in keeping with precedent, request a report back from staff on All-Way STOP at the intersection including pedestrian volumes and vehicle crash data, seconded by Public Works Director Peter Rice.

On a unanimous roll call, motion passed 9-0.

C. Request for All-Way STOP at intersection of Jewell Court and Brewery Lane, by residents of area. Eric Eby commented that the intersection near Plaza 800 and the new apartment building had sightline issues. The hedges were cut back recently, so the sightlines

have improved. There is more traffic on Brewery Lane than Jewel Court, but it would be good to get updated data. Brewery Lane is part of the Plaza 800 property. The bump out is private property, so they would need to look at what it would mean to put a sign there.

Harold Whitehouse questioned if Jewel Court was a City maintained street. Public Works Director Peter Rice confirmed that it was.

Planning Director Juliet Walker questioned if it made sense to wait to evaluate traffic until after the Islington Street corridor project was completed. There is potential for an unbalanced intersection. Eric Eby responded that it would be helpful to gather data after traffic has normalized post Islington Street construction and after the new apartment building opens.

Jonathan Sandberg noted that there were already a lot of stop signs in that area and adding more could be too disruptive.

Public Works Director Peter Rice added that the City will be putting in the sidewalk along Jewel Court which will improve sight distances by eliminating some hedge row.

Erica Wygonik commented this could be an imbalanced intersection and would not be a good fit for a 4-Way STOP. It will be good to collect data after the traffic in the area has normalized. It would be interesting to see how pedestrian volumes evolve after the sidewalk is constructed.

Planning Director Juliet Walker moved to request a report back in six (6) months from staff on All-Way STOP at intersection, seconded by Mary Lou McElwain.

On a unanimous roll call, motion passed 9-0.

D. Request for pedestrian flags at Riverbrook Condos on Middle Road. Eric Eby commented that there have been crosswalk requests in the past for this area. He stated even during peak hours there are plenty of gaps in traffic to cross. Pedestrians just need to wait a little longer. Pedestrian flashing lights are expensive and not warranted. Residents were receptive to trying pedestrian flags. It is a fairly low-cost treatment. The long-term plan is to construct a sidewalk on the north side of the street. The road needs some physical changes to impact speeds.

Steve Pesci commented that other communities have used this strategy effectively. This is the perfect place to try pedestrian flags.

Harold Whitehouse moved to approve use of pedestrian flags at Riverbrook Condos crosswalk on Middle Road, seconded by Mary Lou McElwain.

On a roll call vote, motion passed 8-1. Harold Whitehouse voted opposed.

Steve Pesci noted that they have talked about gateway points with dynamic speed signs in the past. This is another transition spot that could be incorporated.

Public Works Director Peter Rice commented that he was supportive of infrastructure changes, but the City did not have the funding resources right now to make any changes.

VI. OLD BUSINESS:

A. Request to improve safety at intersection of Boss Avenue and Sunset Road, due to limited sightlines, by Sarah Lynch. Eric Eby commented that the sightlines are blocked by grading and vegetation on private property. Cutting back vegetation would create erosion on the bank. This problem cannot be solved by physical changes. The recommendation is to put a warning sign on Boss Avenue. It is mostly local traffic in that area.

Harold Whitehouse moved to support staff recommendations to install warning signage, seconded by Steve Pesci.

On a roll call motion passed 8-0-1. Public Works Director Peter Rice abstained.

Harold Whitehouse requested an update on the request for a flashing beacon at the intersection of Woodbury Avenue and Dennett Street. Eric Eby responded that they were still looking at the situation and should have a report back for the August meeting.

Steve Pesci commented that there was a noticeable lane shift with the new bridge. Eric Eby commented that it was widened when the bridge was rebuilt. The City has a design to weave into the bridge and fit better, but there is no funding for that project right now.

VII. INFORMATIONAL:

A. Traffic volumes during pandemic.

Eric Eby commented that the City was back to 80-85% normal.

B. Omnibus.

Eric Eby briefly addressed the Annual Omnibus Ordinance and changes. A request to schedule the first reading is on the City Council agenda for July 13, 2020.

C. Accident Report by Police Captain Mark Newport.

Police Captain Mark Newport noted that the numbers are down because of COVID. There were 350 vehicular accidents from January 1st to June 30th. The total included 35 accidents involving personal injury. There were five pedestrian accidents and no bicycle accidents during the same time period.

D. PTS Open Action Items. No action taken.

VIII. MISCELLANEOUS:

Harold Whitehouse asked why events were not allowed on the top floor of the Foundry Garage and instead moved to the Bridge Street parking lot. Public Works Director Peter Rice responded that the garage was not designed for the occupancy or the activity proposed. The City would have had to invest a lot of money to make it work, so they looked at alternate locations that would be better suited for the proposed activities.

Mary Lou McElwain commented a store owner had complained about a moped leaning on their store front. She requested that the Committee address the moped ordinance at the August meeting. Chairman Peter Whelan agreed and noted that he had received a phone call from a business owner who was concerned about the same issue. Police could not act based on the complaints because of how the ordinance is written. Planning Director Juliet Walker requested

the Committee discuss other mobility devices like electrical scooters when looking at the moped ordinance.

Steve Pesci stated the Committee had previously discussed drafting ordinances for the City Council regarding moped parking. He stated given the increased physical spacing and serving space demands, it is more important than ever that sidewalk space be preserved. He requested that the staff restart discussions regarding moped parking (off-sidewalks) in coordination with the City's ordinances regarding other non-licensed motorized and electric mobility devices. He stated as a moped owner and rider, he's disappointed with moped operators parking randomly in pedestrian spaces.

Steve Pesci stated that the Committee had also discussed making a graphic overview of the City speed limits. He requested it be added to the long-term agenda list.

IX. ADJOURNMENT:

Harold Whitehouse moved to adjourn at 3:37 p.m., seconded by Mary Lou McElwain.

On a roll call, motion passed 8-0.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

**PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET**

8:00 A.M. – August 6, 2020
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman Peter Whelan, Planning Director Juliet Walker
Fire Chief Todd Germain, Police Captain Mark Newport
Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse, Erica Wygonik (Alternate)

ABSENT: Public Works Director Peter Rice

CITY STAFF: Parking and Transportation Engineer Eric Eby
Parking Director Ben Fletcher

ACTION ITEM NEEDING APPROVAL BY CITY COUNCIL

- Report back on request for All-Way STOP at intersection of Thornton Street and Sparhawk Street, by residents of area – **On a unanimous roll call 9-0, voted to approve an All-Way STOP at intersection of Thornton Street and Sparhawk Street.**

1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor’s Executive Order 2020-04, Section 8, as extended by Executive Order 2020-10, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Financial Report – **On a unanimous roll call 9-0, voted** to accept and approve the financial report dated June 30, 2020 as presented.
3. Public Comment Session – There were 8 speakers: Gerald Duffy (Bike Lanes); Mathew Glen (Bike Lanes); Ned Raynolds spoke twice (Bike Lanes); Allison Bussiere (Bike Lanes); Charles Griffin (Transparency/bike lanes); Janet Thompson (Woodbury Avenue one-way section starting at Cottage Street); Marie Nelson (Bike Lanes); and CJ Fleck (Bike Lanes).
4. Email Correspondence – There were 2 emails: Nancy Johnson (All-Way STOP at Thornton Street and Sparhawk Street) and Steve Pamboukes, Owner of Port City Mopeds (Moped Regulations).
5. **On a unanimous roll call 9-0, voted** to suspend the rules in order to address Agenda Item VII.A. Bike lane accident on Middle Street.

6. Bike lane accident on Middle Street – **On a unanimous roll call 9-0, voted** to table the discussion of the bike lane accident on Middle Street with a report back from staff and discuss the safety aspect of the bike lanes at the September 2020 PTS meeting.
7. Chapter 7, Article XVII, Sections 7.1701 through 7.1704, Moped Regulations review, by PTS Committee members – **On a unanimous roll call 9-0, voted** to establish a subcommittee to discuss the ordinance as it relates to mopeds and other electric mobility devices with a report back at the October 2020 PTS meeting. The subcommittee will be comprised of PTS members, city staff and members of the moped community (appointed by the Chairman).
8. Report back on request for All-Way STOP at intersection of Thornton Street and Sparhawk Street, by residents of area – **On a unanimous roll call 9-0, voted** to approve an All-Way STOP at intersection of Thornton Street and Sparhawk Street.
9. Report back on request for flashing beacon at intersection of Woodbury Avenue and Dennett Street, by Harold Whitehouse – No action required.
10. Status update on the staff project to graphically display all of the city speed limits – Committee discussion to cross-reference the speed limits with the City’s Complete Streets Design Guidelines recommendations on speed limits, and then to have a subcommittee or working group on the matter. No action required.
11. Traffic volumes during pandemic – No action required.
12. PTS Open Action Items – No action required.
13. Adjournment – At 9:21 a.m., **on a unanimous roll call 9-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – August 6, 2020

Remote Meeting via Zoom

I. CALL TO ORDER:

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

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman Peter Whelan

Planning Director Juliet Walker

Fire Chief Todd Germain

Police Captain Mark Newport

Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse, Erica Wygonik (Alternate)

Absent:

Public Works Director, Peter Rice

City Staff Present:

Parking and Transportation Engineer, Eric Eby

Parking Director, Ben Fletcher

III. FINANCIAL REPORT:

Harold Whitehouse moved to accept and approve the financial report as presented, seconded by Mary Lou McElwain. **On a unanimous roll call, motion passed.**

IV. PUBLIC COMMENT:

Gerald Duffy spoke to the bike lanes on Middle Street. The striping on Middle Street has faded and made the corridor unsafe. It should be restriped.

Mathew Glen spoke to the bike lanes on Middle Street. The accident between the bicyclist and car door was unfortunate. It underlines the need for safer infrastructure for bikes. Multiple cars park in the buffer on a regular basis. There should be a physical barrier to prevent that. The beginning of the lane should go away or the bike lane should start 50 feet away.

Ned Reynolds spoke to the bike lanes on Middle Street. Cars do not park properly at the entrance to the bike lane. They are in the buffer. Trash and recycling bins are in the bike lane as well. There needs to be more action on the bike lane, and more education about the proper way to park.

Allison Bussiere commented on the bike lanes on Middle Street. She lives on Middle Street. The bike lanes have caused a lot of safety concerns. After the bike lane project was installed, a parked vehicle was totaled in front of her home. Entering and exiting driveways is very unsafe and drivers have to watch for pedestrians, bikes and vehicle traffic. Ms. Bussiere and her family are cyclists, but they never use the bike lanes.

Charles Griffin commented on the transparency of the bike lane agenda item. The bike lane accident should have appeared as a business item on the agenda, not an informational item. The public has not had a chance to review the information. Any discussion about this matter

has to present both sides. The public needs to hear from the individuals that investigated the accident as well. This matter needs to be tabled until the September meeting.

Janet Thompson spoke to the Woodbury Avenue one-way section starting at Cottage Street to Bartlett Street. The City needs to resolve the extreme traffic on the one-way section. There is poor visibility because of parked cars on the street. Residents have a hard time backing in and out of driveways. Traffic will increase with the West End Yards development.

Marie Nelson spoke to the bike lanes on Middle Street. The kids aren't using the bike lanes on Middle Street. They use Lincoln Avenue. The road itself has so much debris because the street sweepers can't clean it properly. Vehicle speeding needs to be addressed.

CJ Fleck spoke to the bike lanes on Middle Street. Mr. Fleck echoed the comments of the first three speakers. There needs to be better parking enforcement. Posting information on the City web site is not an effective way to reach people. Bins in the bike lane on trash days is a hazard. Mr. Fleck was in favor of the bike lanes but noted that there was room for improvement on the safety.

Ned Raynolds clarified that the car accident that Ms. Bussiere mentioned was a result of a drunk driver and not due to the bike lanes.

Harold Whitehouse moved to suspend the rules in order to address Agenda Item VII.A. Bike lane accident on Middle Street, seconded by Mary Lou McElwain.

On a unanimous roll call, motion passed.

Mary Lou McElwain commented that this discussion should be about the accident and a full discussion of the bike lane. There were some good points made by the speakers in the public comment period. There will be more vehicle traffic and bike traffic with school starting soon. This should be postponed.

Chairman Peter Whelan agreed that they need a full report on the accident. They need to be transparent about this to let the public see the information and comment on it properly.

Planning Director Juliet Walker commented that they could put something on the agenda as a discussion point. There was no intended action on this item today. It was just a follow up discussion.

Jonathan Sandberg requested clarification if there would be more information for the September meeting or if the public was not informed enough to comment ahead of this meeting. Chairman Peter Whelan responded that the public did not have all of the information to comment on it. Some additional information could be provided.

Mary Lou McElwain commented that they should be talking about the overall safety of the bike lane. They are talking about one accident, but there's a bigger picture to look at as well.

Mary Lou McElwain moved to table the discussion of the bike lane accident on Middle Street with a report back from staff and discuss the safety aspect of the bike lanes at the September 3, 2020 PTS meeting, seconded by Harold Whitehouse.

On a unanimous roll call, motion passed.

Planning Director Juliet Walker clarified the Police Captain and Fire Chief do not have a lot of detail on this episode, but they are happy to provide what they have. There should be a larger discussion about the safety. Staff can propose some potential options. Providing more recent data would help as well. Keep in mind accident reports are only provided for certain accidents.

Police Captain Mark Newport commented that this was not a reportable accident. The car was not moving. They would not have taken an official accident report on this. The fire department was first on the scene.

Fire Chief Todd Germain commented that he will not be at the September meeting. The victim declined transport to the hospital, so there is no medical report on this. The bicyclist was knocked down to the ground by an open passenger side car door and the victim had face lacerations. That's the extent of the fire department's involvement.

Steve Pesci commented that this type of accident is the most common bike/vehicle accidents. It happens where there are bike lanes or not. The dooring is a separate issue from the bike lane safety. A lot of countries are teaching drivers "the Dutch Reach", to open doors with their opposite hand so they are forced to look over their shoulders.

V. NEW BUSINESS:

A. Chapter 7, Article XVII, Sections 7.1701 through 7.1704, Moped Regulations review, by PTS Committee members. Discuss the ordinance as it relates to parking of mopeds, scooters, bikes and other non-licensed motorized, and electric mobility devices on streets and sidewalks.

Chairman Peter Whelan commented that he got a letter from the owner and operator of Port City Mopeds with good feedback. It was distributed to members last night via email.

Jonathan Sandberg commented that the ordinance was good, but the public is not aware of it. This is a problem where people are not following the rules. There should be better signage or public outreach to help solve the problem.

Steve Pesci commented that mopeds should not be able to park on the sidewalk. No one driving a moped and parking is aware of all the sub letters and caveats of the ordinance. They should discuss evolving the policy and street system, and have designated moped parking areas or pods. Some of them may be on sidewalks, but mopeds should be thought of as vehicles.

Mary Lou McElwain agreed with Steve Pesci's comments. She stated she counted numerous mopeds (18) on Monday afternoon and they were all parked on downtown sidewalks. They should revise the moped parking regulations. Some mopeds are as big as motorcycles and take up a lot of sidewalk space.

Harold Whitehouse questioned if this item originated from City Council or this Committee. Chairman Peter Whelan responded that it originated with this Committee. Chairman Peter Whelan received emails and letters from store owners downtown about mopeds parking against their store fronts. It may be best to have a small working group or subcommittee look through the ordinance and make recommendations on changes.

Steve Pesci noted that he was not anti-moped, but they should try to figure out a way to better accommodate them and prevent a bad experience.

Chairman Peter Whelan questioned if there were any volunteers for the subcommittee. Steve Pesci, Mary Lou McElwain, Planning Director Juliet Walker, and Eric Eby volunteered. Planning Director Juliet Walker commented that a parking enforcement staff member should also be included. Chairman Peter Whelan commented that he would reach out to the moped community as well. They can report back at the October meeting.

Chairman Peter Whelan moved to establish a subcommittee to discuss the ordinance as it relates to mopeds and other electric mobility devices with a report back at the October 2020 PTS meeting. The subcommittee will be comprised of PTS members, city staff and members of the moped community (appointed by the Chairman), seconded by Steve Pesci.

On a unanimous roll call, motion passed.

VI. OLD BUSINESS:

A. Report back on request for All-Way STOP at intersection of Thornton Street and Sparhawk Street, by residents of area. Eric Eby commented that he looked at traffic counts, pedestrian volumes and the sight lines. A four-way stop is a good alternative at this location. The sight lines are limited by bushes and trees. The pedestrian and vehicle traffic volumes are equal at that intersection. It is a shared street, so a four-way stop is an ideal solution.

The Committee received an email from Nancy Johnson, neighborhood resident, supporting the All-Way STOP.

Steve Pesci moved to approve an All-Way STOP at intersection of Thornton Street and Sparhawk Street, seconded by Mary Lou McElwain.

On a unanimous roll call, motion passed.

B. Report back on request for flashing beacon at intersection of Woodbury Avenue and Dennett Street, by Harold Whitehouse. Eric Eby commented that the report was in the packet. He evaluated the sight lines at the intersection and consulted previous traffic studies done in the corridor. The traffic volumes don't warrant a traffic signal at that intersection. The next alternative would be a flashing beacon. The accident history shows 6 accidents in the past 5 years. This is not at a level that is out of the ordinary. It is a busy intersection but there are not a lot of accidents. A vehicle must pull over the crosswalk to see what's coming, but they are not in the road. The sight lines are adequate. A flashing beacon is not an appropriate measure. A left-turn lane was identified as being warranted in the Woodbury Avenue traffic study, but was not included in the final design as it would interfere with the left turns onto the Route 1 Bypass northbound ramp. The Cate Street connector will change traffic volumes in that area. The Committee should monitor those changes. The Bypass northbound ramp intersection with Woodbury was also examined as part of this report back. The sight lines are adequate due to the offset alignment of the curblines at the intersection, but if a future construction project adjusts the curblines, measures may be needed to ensure adequate sight lines are provided.

Harold Whitehouse appreciated that they will continue to monitor the situation. The new Senior Activity Center and the Frank Jones development will generate a lot of traffic.

C. Status update on the staff project to graphically display all of the city speed limits.

Eric Eby commented that this was presented at the February meeting. It is a color-coded map showing all the speed limits to see how consistent the speed limits are through the City. It is a good starting point for discussion. There has not been any action taken on this yet, but the Committee can establish next steps.

Planning Director Juliet Walker noted that the City completed a Complete Streets Design Guidelines report and it classifies streets. It may be good to cross reference the report with the map shown today.

Chairman Peter Whelan noted that the Pease speed limits were posted at 35 mph, which seemed high. It was unclear if it was in the City's jurisdiction though.

Steve Pesci noted that it may be good for a smaller group to focus on this and then bring it to the full Committee to review.

Mary Lou McElwain commented that before the subcommittee met all the information should go out to the public via the newspaper and City web site. There will be a big response from residents regarding speed limits. Chairman Peter Whelan commented that they should focus on the complete streets piece first, and then the subcommittee can work with residents in November 2020.

VII. INFORMATIONAL:

B. Traffic volumes during pandemic. Eric Eby provided a graph showing the daily traffic volumes for the intersection of South Street and Lafayette Road from March through July in both 2019 and 2020. He commented that the 2020 traffic dropped off in March and April. Overall the traffic is 80-85% of what it usually is. It's come back from the beginning of the pandemic.

C. PTS Open Action Items. Harold Whitehouse spoke to the closure of Echo Avenue and questioned if it was official.

Fire Chief Todd Germain stated that they were still trying to come up with a permanent but moveable barricade system. That is why it is stalled right now. It is closed now and will remain closed, but the barricade system is still being addressed.

Eric Eby added that they were still in discussions with NHDOT about the closure as well.

VIII. MISCELLANEOUS:

Mary Lou McElwain commented that schools were opening soon and there will be an increase in traffic because parents are being encouraged to drive their kids to school. Managing the traffic flow should be a discussion point at the next meeting. Police Captain Mark Newport commented that they always work with schools on traffic.

Planning Director Juliet Walker clarified the approval process of the meeting minutes. Once they are approved via email by the PTS Committee, the actions and minutes are sent to the City Council and recommended for acceptance and approval. There is only one item voted on today by the PTS Committee that the City Council will need to vote on. It is the All-Way STOP at the intersection of Thornton Street and Sparhawk Street.

Chairman Peter Whelan noted that the PTS Committee members have 72 hours to make changes to the minutes and if there are no changes, then they are deemed approved and sent forward to the City Council. PTS will have an action sheet to clearly show what was voted on in this meeting to keep it clear.

Mary Lou McElwain commented that she received an email from Pat Bagley in regard to a vehicle always parking on Brewery Lane. It is parked legally in the travel lane and happens on a daily basis. Eric Eby commented that this was discussed in March and they were going to erect a temporary NO PARKING sign during the Islington Street detour. However, that detour is not needed yet. Parking on narrow streets is not much of an issue with low traffic, but they can consider implementing no parking on a permanent basis if traffic increases.

Mary Lou McElwain questioned why the detour was a factor. There are other parking spaces for the car in that area. The NO PARKING sign should happen now. Eric Eby responded that this could be brought up at the next meeting.

IX. ADJOURNMENT:

Harold Whitehouse moved to adjourn at 9:21 am, seconded by Erica Wygonik.

On a unanimous roll call, motion passed.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

**PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET**

8:00 A.M. – September 3, 2020
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman Peter Whelan, City Manager Karen Conard,
Public Works Director Peter Rice, Police Captain Mark Newport
Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse, Erica Wygonik (Alternate)

ABSENT: Fire Chief Todd Germain

CITY STAFF: Parking and Transportation Engineer Eric Eby
Parking Director Ben Fletcher
Planning Director Juliet Walker
Police Captain Mike Maloney

ACTION ITEM NEEDING APPROVAL BY CITY COUNCIL

- Request to renew Portwalk Place valet licenses, by Jackie Huber. – **On a unanimous roll call 9-0, voted** to renew the two (2) valet parking license agreements for a term of one (1) year.

1. Chairman Peter Whelan recited that this is a remote meeting via Zoom conference call. Per NH RSA 91-A:2, III (b) the Chair has declared COVID-19 outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor’s Executive Order 2020-04, Section 8, as extended by Executive Order 2020-17, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Financial Report – **On a unanimous roll call 9-0, voted** to accept and approve the financial report dated July 31, 2020 as presented.
3. Public Comment Session – There was 1 speaker: Jackie Huber (available for questions on the Portwalk Place valet licenses agreements).
4. Updating Fine Structure for Parking Citations, by Parking Director Ben Fletcher. **On a unanimous roll call 9-0, voted** to schedule a presentation for the September 14, 2020 City Council meeting and schedule a first reading for the October 5, 2020 City Council meeting.
5. Recent accidents at the intersection of Marcy Street and Mechanic Street. **On a unanimous roll call 9-0, voted** to have staff report back after evaluating the intersection configuration and contacting the property owner to determine if further action is needed.

6. Request to renew Portwalk Place valet licenses, by Jackie Huber. – **On a unanimous roll call 9-0, voted** to renew the two (2) valet parking license agreements for a term of one (1) year.
7. Report back on bicycle accident on Middle Street, by City Staff. – Informational and no action taken by Committee.
8. Parking on Albany Street between Brewery Lane and Cass Street / Islington Street construction update. – No action required.
9. Closure of Turnpike exit ramp onto Echo Avenue. – No action required.
10. Traffic volumes during pandemic. – No action required.
11. PTS Open Action Items. – No action required.
12. Adjournment – At 9:28 a.m., **on a unanimous roll call 9-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – September 3, 2020

Remote Meeting via Zoom

I. CALL TO ORDER:

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

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman Peter Whelan

City Manager Karen Conard

Public Works Director Peter Rice

Police Captain Mark Newport

Mary Lou McElwain

Steve Pesci

Jonathan Sandberg

Harold Whitehouse

Erica Wygonik (Alternate)

Absent:

Fire Chief Todd Germain

City Staff Present:

Parking and Transportation Engineer Eric Eby

Parking Director Ben Fletcher

Planning Director Juliet Walker

Police Captain Mike Maloney

III. FINANCIAL REPORT:

Harold Whitehouse questioned if the figures included revenues from Pop-Up NH. Parking Director Ben Fletcher responded that the report was run through July 31, 2020 and the Pop-Up NH program started July 24, 2020. The report includes one week of the event.

Public Works Director Peter Rice stated that this was the adjusted budget that was reduced from the initial budget due to COVID-19. The new numbers are based on the revised budget not the originally proposed budget.

Chairman Peter Whelan clarified this report did not include revenues from the Stay and Pay program. Parking Director Ben Fletcher confirmed that was correct. Stay and Pay took effect on August 17, 2020. People are taking advantage of it as awareness increases.

Harold Whitehouse moved to accept and approve the financial report as presented, seconded by Mary Lou McElwain.

On a unanimous roll call, motion passed.

IV. PUBLIC COMMENT:

Jackie Huber from Portwalk Place commented that she was attending in case there were any questions about the paperwork submitted for the valet license agreements.

V. NEW BUSINESS:

A. Updating fine structure for parking citations, by Parking Director Ben Fletcher.

Parking Director Ben Fletcher commented that the Committee looked at the fine structure for parking violations in March. The Committee voted unanimously to move the suggestions forward to the City Council. COVID-19 caused a disruption. Since that initial vote, the City has enacted the Stay and Pay program, which lets people park as long as they like. A full day of parking in Zone A-High Occupancy is now valued at \$46. A single vehicle can get up to three tickets a day currently priced at \$15 per ticket. It is less expensive to get three tickets than to pay to park all day. The proposal is to change the fine values to \$50 because the parking values are different than they were in March. The report included other town rates for comparison. It is a big leap, but these values haven't been looked at in about 8 years. Portsmouth is behind other towns.

Mary Lou McElwain commented that there should be a wider discussion about the Worth Lot because she has heard concerns from business owners. Extended parking times infringe on the open parking in the Worth Lot especially because the Bridge Street Lot is now closed. This should be a discussion in the future. Parking Director Ben Fletcher responded that there is a rate change at the 4th hour to encourage a turnover. Ninety-two percent of traffic is turning at the 3rd hour in the Worth Lot.

Steve Pesci questioned if the Worth Lot was Zone A. Parking Director Ben Fletcher responded that it was not, but that should be a future discussion.

Jonathan Sandberg commented that the rationale for raising the fees for violations of overstaying the meters makes sense, but it may not make sense for the other violations. Parking Director Ben Fletcher responded that 90% of the tickets written are for vehicles overstaying their time. The other categories are a smaller percentage, but Portsmouth is behind its peer towns in rates. The peer average is \$42. Those fines were addressed because they were well behind the other towns. Jonathan Sandberg questioned how visitors will know the fine is greater than a day's worth of parking. Parking Director Ben Fletcher responded that 90% of traffic is from out of town. It is hard to spread awareness. However, word does travel fast among the community.

Steve Pesci questioned if it made sense to create a tiered fine structure according to zone. Steve Pesci also suggested including information about the fines on the pay kiosk or screen/receipts to clue people in on the price. Parking Director Ben Fletcher responded that they could look at the space available for messaging. A message can be put out through Instagram as well. The City does not typically tier the fees because it is easier to manage and have people understand the fines if they are consistent.

Mary Lou McElwain requested a review of the Stay and Pay program rationale and the increase in fees. Parking Director Ben Fletcher responded that the Stay and Pay program was implemented to invite people to town and give them the option to park for the day if they want to. However, if they want to stay, the rate increases after the 3rd hour to encourage turnover and make parking available for businesses. The idea is to generate open space by moving vehicles along when they are done with their business, but also allow people who want to come for the whole day to stay at a higher rate. Right now, a citation fine is \$15. They are allowed to write 3 tickets a day on a single car. Even if a car gets all 3 tickets it would be cheaper than paying to stay all day. People would still risk getting a ticket instead of paying. Now the fine is proposed at \$50 because it covers the cost of a day of parking.

City Manager Karen Conard questioned if there was a way to encourage more use of the Foundry Garage by adding signage at the kiosks. Parking Director Ben Fletcher responded that there is room for some messaging on the touch screens. There is a lot of information there now. It may not hurt to have extra information, but if someone is already standing at the meter to pay, they wouldn't be likely to get back in their car to go to the garage at that point.

Harold Whitehouse moved to recommend adoption and send to City Council for request for first reading, seconded by Steve Pesci.

City Manager Karen Conard suggested staff start with a presentation to the City Council and then request first reading at the next City Council meeting. It would set up the request more fully. Harold Whitehouse accepted the changes to the original motion.

Harold Whitehouse moved to schedule a presentation for the September 14, 2020 City Council meeting and schedule a first reading for the October 5, 2020 City Council meeting, seconded by Steve Pesci.

On a unanimous roll call, motion passed 9-0.

B. Recent accidents at the intersection of Marcy Street and Mechanic Street.

Eric Eby commented that the intersection has a couple of issues. There is construction at 14 Mechanic Street and a temporary panel for utilities is restricting sightlines. Under normal conditions the height of the existing fence between the abutters also restricts sightlines. The sight distance of 80 feet is adequate for 15 mph on Marcy Street. Any faster and cars won't have time to stop. Eric Eby met with the contractor and he will attempt to move the panel to improve sightlines. The side yard fence will still be an issue. Speed measurements show the average speed is 20 mph. Speeding is not an issue. There may be opportunity to discuss the fence height with the new owners. However, the fence is in accordance with all zoning requirements and is on private property. There is no action recommended at this time, but staff will continue to monitor the area.

Public Works Director Peter Rice questioned if Eric Eby had contacted the property owner directly. Eric Eby responded that he has been in contact with the architect and contractor, but not directly with the property owner.

Mary Lou McElwain commented that it was too bad this issue was not brought up when the new owners got permission from the City's Planning Board and other boards because this is a safety issue. It is a very dangerous situation.

Erica Wygonik asked about the 85th percentile speeds. Eric Eby responded that they were 23 mph to 24 mph. Erica Wygonik agreed with Mary Lou McElwain that it would be nice to coordinate particular projects that might have impacts such as this one. This intersection is part of the truck route to get to the Peirce Island Wastewater Treatment Plant during construction. It would benefit from review. The turning radius from Marcy Street to Mechanic Street can be tricky.

Planning Director Juliet Walker commented that she understood the concerns expressed by members about land use board coordination, but the boards are limited on what they can require a property owner to do. The Historic District Commission approval would not have

been an appropriate venue to require changes to a property for this type of change. Zoning only applies to private property. If there is no zoning ordinance to fall back on, then the board does not have authority to enforce it. Staff try to work with property owners on these type of issues, but if property owners aren't willing to do it, that is their choice.

Jonathan Sandberg questioned if there were other options to improve the safety of the intersection. There are a lot of pedestrians in that area. A raised crossing or flashing lights to help alert traffic to slow down may be helpful.

Mary Lou McElwain commented that when a situation like this arises, that will add to traffic problems or safety concerns, there should be a mechanism within the City to discuss the issue before approvals are granted rather than after the fact.

Harold Whitehouse commented that he knew the previous owner that lived on the corner. That intersection has been a longstanding issue. Chairman Peter Whelan noted that the pole on the corner was added to protect the fence. There are a lot of vehicles with boat trailers that turn at the intersection. It is a dangerous spot. Chairman Peter Whelan questioned if the City maintained the pole. Public Works Director Peter Rice responded that the City has replaced it many times. Reworking the corner would benefit the intersection, but it is private property. Staff can reach out to the property owners to see if they will work with the City on this issue. They will also look at the intersection to see if they can improve it in other ways.

**Public Works Director Peter Rice moved to have staff report back after evaluating the intersection configuration and contacting the property owner to determine if further action is needed, seconded by Harold Whitehouse.
On a unanimous roll call, motion passed 9-0.**

C. Request to renew Portwalk Place valet licenses, by Jackie Huber.

Chairman Peter Whelan noted that this application was asking for two (2) years, but usually the approvals are for only one (1) year. City Manager Karen Conard agreed that the typical request is for one year and that's what this should be.

Steve Pesci supported the City entering this agreement and noted that it has been handled well over the years. However, \$1,500 for three (3) spaces is reasonably priced, but it may be too low. Steve Pesci asked that the fees be reviewed last year.

Public Works Director Peter Rice commented that the fee structure assigned to this is set by the Fee Committee. A change would need to come before the Fee Committee for next year's budget. Steve Pesci responded that he would raise the item again in January 2021.

Mary Lou McElwain questioned if there was a better way to coordinate the fees and requests. This seems to be coming up after the fact again.

Public Works Director Peter Rice responded that typically the fee structure is made in a way to reflect the time the valet is impacted and pro-rating revenue the City would make in parking. The fee has to have a rationale that is tied to something. Every year they look at each fee in the budget book and see if it needs to be adjusted. It was not deemed necessary to adjust this fee this year.

**Harold Whitehouse moved to renew the two (2) valet parking license agreements for a term of one (1) year, seconded by City Manager Karen Conard.
On a unanimous roll call, motion passed 9-0.**

VI. OLD BUSINESS:

A. Report back on bicycle accident on Middle Street, by City Staff.

Eric Eby commented that there was no Police Department accident report filed. The Fire Department responded originally. The information available is from them. The report says that the car was parked in the first parking space, but the cyclist said the car was parked behind the space in the illegal area. There are no pictures, so it is unclear where it was parked. Eric Eby looked at other statistics for the bike lane on Middle Street. There have only been 12 accidents this year compared to 25 last year. Only 2 of the accidents were related to the bike lane. The last week of July had 120 bikes using the bike lane during the day. That is a 50% increase from last year. The speed studies show that speeds have continued to be what they were previously. The average is 29 mph and the 85th percentile is 33 mph. Speeds are staying where they were, accidents are down, and usage is up.

Jonathan Sandberg noted that the vehicle traffic volume was lower across the City because of COVID-19. He questioned if accidents across the City were also down. Eric Eby responded that they recently did a speed study in August. Traffic volumes were around 9-10,000 this year. Volumes have been 11,000 in previous years. The City is operating at about 80-85% normal levels.

Police Captain Mark Newport stated he did not know the total number of accidents from memory, but noted that it was safe to assume that because traffic has been down, accidents were down also.

Mary Lou McElwain commented that there were two meetings in August about the bike lane that PTS members were not included in. She stated the Committee should be included in future meetings about the bike lane. Harold Whitehouse commented that he would volunteer to be part of the task force proposed by Councilor Tabor.

Chairman Peter Whelan noted that there was a lot of participation from Middle Street residents at the second meeting. There was a lot of concern about parked cars and sightlines. City Manager Karen Conard noted that she was at both meetings. Both were led by Councilor Tabor. The first one was more of a fact-finding meeting. The second meeting was to get feedback from residents. Anything moving forward should include Chairman Peter Whelan and/or some members from the PTS Committee. Nothing was debated or decided at these meetings. They walked the full length of the bike lane to get a sense of the issues.

Chairman Peter Whelan commented that no one is talking about removing the bike lane, only modifying the first part where cars are parked in the street. There has already been talk about changing the speed limit signs to 25 mph on Middle Street. Eric Eby commented that was correct and the signs haven't been changed yet.

Mary Lou McElwain stated she has asked about cutting the branches hanging over Middle Street that block sightlines at Cass Street several times. The issue has not been addressed. She spoke about the design of the bike lanes in Portland, Maine.

Public Works Director Peter Rice stated he would address the branches on Middle Street. He stated that staff feel that any additional improvements or modifications to the project should be dictated by the City Council.

Erica Wygonik noted that there are clearly a lot of strong opinions on bike lanes. It might be useful to have a summary of some of the goals and/or the specific things the task force is trying to achieve. The City has put a lot of effort into the project already, so it would be helpful to start with information about what has been done and what studies show. Chairman Peter Whelan agreed.

Steve Pesci expressed his appreciation to City staff for all their work and data collection on the project. There are best practices and engineering standards implemented to reduce liability and risk. He supports a task force that would look forward and operate on data-based information. The City does not design streets, roadways and/or transit systems based on public opinion, but on best practices and standards.

Harold Whitehouse opposed the tactics some have used when stating the grant funding must be returned. He observed more bikes parked at the Middle School than the High School.

No action was taken by the PTS Committee.

VII. INFORMATIONAL:

A. Parking on Albany Street between Brewery Lane and Cass Street / Islington Street construction update. Eric Eby commented that there is a section of Albany Street where customers park in front of the businesses. When they park there, they take up most of the roadway. The Islington Street project in that area is starting soon. The detour from Albany Street and Bartlett Street will be in effect. The City will be putting up no parking signs on the whole stretch of Albany Street and Brewery Lane during construction. Parking spaces will be put in the corner lot with striping while the detour is in place. This will last a couple months at least. Only traffic going into town will be detoured. When construction is over the Committee may want to look at this again to make it a permanent restriction. Traffic flow should be evaluated post construction.

Public Works Director Peter Rice commented that businesses have requested defined parking along that area. They do not want to permanently eliminate parking. The whole corridor is challenging, and they need to do a deeper dive to accommodate everyone. There may be some adjustments to temporary parking to include more spaces. The City is currently building a sidewalk along Jewel Court. The whole area is in flux and they need to look at a comprehensive solution.

Eric Eby noted that the intersection of Jewell Court and Brewery Lane will have an all-way stop during the detour.

Erica Wygonik commented that there was a little section of street labeled South Albany Street on Google maps and noted that it should be renamed to be part of Brewery Lane. Eric Eby responded that was a good point, however there is no South Albany Street. Albany Street is L-shaped, and Brewery Lane runs from Albany Street to Plaza 800.

Mary Lou McElwain stated the parking on Albany Street is a safety issue and needs to be addressed.

B. Closure of Turnpike exit ramp onto Echo Avenue. Eric Eby stated that NHDOT has not responded to his inquiries and he will report back once they have responded.

C. Traffic volumes during pandemic. Eric Eby provided a graph in the packet. He stated traffic is holding steady at 85% of normal.

D. PTS Open Action Items. There was no Committee discussion.

VIII. MISCELLANEOUS:

Mary Lou McElwain commented that a wobble pedestrian sign should be installed on the sidewalk at the intersection of Marcy Street and Pleasant Street. There are pedestrian signs at each side, but a wobble would make a difference considering it is a busy intersection. The road is too narrow and it could be installed on the sidewalk. Public Works Director Peter Rice noted that this area is scheduled to be paved and striped soon. After the roadwork is completed, staff can evaluate.

Harold Whitehouse noted there was a motorcycle accident on Marcy Street and questioned if there were more details about it. Eric Eby responded that there were no details on the accident, but he noticed the sightlines were blocked by vegetation and parked cars. It is a combination of factors that are typical of a side street in that area. The City has limited jurisdiction because the bush is on private property. He stated even if the bush is removed the parked cars can block sightlines.

Jonathan Sandberg requested the Police Department present a monthly accident report.

Erica Wygonik commented that she looked at the National Household Travel Survey Data. Some level of remote work is anticipated to continue post COVID-19. It is good to note 45% of vehicle trips are single occupant vehicles. Every car has at least a driver, so that side always has active risk for a dooring accident. Chairman Peter Whelan commented that it will be interesting to see if traffic volumes pick up at all. Erica Wygonik commented that a lot of people enjoy teleworking and want to continue but most people do not want to do it every day of the workweek.

IX. ADJOURNMENT:

Harold Whitehouse moved to adjourn at 9:28 a.m., seconded by City Manager Karen Conard.
On a unanimous roll call, motion passed.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

**PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET**

8:00 A.M. – October 8, 2020
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman Peter Whelan, City Manager Karen Conard,
Public Works Director Peter Rice, Fire Chief Todd Germain,
Police Captain Mike Maloney
Members: Steve Pesci, Jonathan Sandberg, Harold Whitehouse and
Erica Wygonik (Alternate)

ABSENT: Mary Lou McElwain

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

ACTION ITEM NEEDING APPROVAL BY CITY COUNCIL

- **Report back on traffic calming request on Chevrolet Avenue – On a unanimous roll call 9-0, voted to respectfully request that the City Council allocate funds to the Planning and Public Works Departments to conduct a comprehensive street network plan for the Chevrolet Avenue, Brewery Lane and Albany Street area.**

1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-17, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Financial Report – **On a unanimous roll call 9-0, voted** to accept and approve the financial report dated August 31, 2020 as presented.
3. Public Comment Session – There were 11 speakers: Liza Hewitt (Middle Road speed), Molly Wilson (Middle Road speed), John Thompson (Bartlett Street traffic calming), Janet Thompson (Bartlett Street traffic calming), Andrea Ardito (Albany Street parking), Michael Shea (Middle Road speed), Thomas Morley (Chevrolet Avenue traffic calming), Rebecca McBeath (Middle Road speed), Janelle Beaudry-Clark (Middle Road speed), Elizabeth Kinney (Bartlett Street traffic calming) and Kristen Wilson (Albany Street parking).

4. Request for 2-hour time restriction for new parking spaces at corner of Albany Street and Brewery Lane – **On a unanimous roll call 9-0, voted** to have staff report back at the next meeting on reasonable intermediate plans to address concerns on this block of Albany Street.
5. Report back on traffic calming request on Chevrolet Avenue, by Thomas Morley – **On a unanimous roll call 9-0, voted** to remove the 30 mph speed limits signs on Chevrolet Avenue and prepare a recommendation to the City Council to change the ordinance to make Chevrolet Avenue a posted 25 mph street corridor.

On a unanimous roll call 9-0, voted to respectfully request that the City Council allocate funds to the Planning and Public Works Departments to conduct a comprehensive street network plan for the Chevrolet Avenue, Brewery Lane and Albany Street area.

6. Report back on the intersection of Marcy Street and Mechanic Street – Informational and no action taken by Committee.
7. Monthly accident report, by Police Captain Mike Maloney – No action required.
8. Maplewood Avenue pedestrian signal changes update – No action required.
9. Traffic volumes during pandemic – No action required.
10. PTS Open Action Items – No action required.
11. Bartlett Street neighborhood traffic calming report back – Informational and staff will report back with recommendations on short-term measures. Staff will also report back once the Cate Street Connector has been constructed and opened to traffic in the summer of 2021.
12. Middle Road speed and safety concerns, by Liza Hewitt – **On a unanimous roll call 9-0, voted** to have staff collect and evaluate speed data, and make a recommendation at the next meeting for a pilot project on temporary speed reduction mechanisms.
13. Aldrich Road petition submission by residents – **On a unanimous roll call 9-0, voted** to have staff review previous work done on Aldrich Road concerning traffic calming and report back to the Committee.
14. Adjournment – At 9:56 a.m., **on a unanimous roll call 9-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – October 8, 2020

Remote Meeting via Zoom

I. CALL TO ORDER:

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

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman Peter Whelan

City Manager Karen Conard

Public Works Director Peter Rice

Fire Chief Todd Germain

Police Captain Mike Maloney

Steve Pesci

Jonathan Sandberg

Harold Whitehouse

Erica Wygonik (Alternate)

Absent:

Mary Lou McElwain

City Staff Present:

Parking and Transportation Engineer Eric Eby

Parking Director Ben Fletcher

Planning Director Juliet Walker

III. FINANCIAL REPORT:

Jonathon Sandberg questioned if the Bridge Street Lot closure for Pop-Up NH was included in the budgeting projections. Public Works Director Peter Rice responded it was not. The adjusted budget was based on the changes and reductions made during budgeting in response to COVID-19. The City is currently tracking above what was projected. Parking Director Ben Fletcher added that they are tracking ahead, but they are entering the slowest portion of the season, with reduced events.

Harold Whitehouse moved to accept and approve the financial report as presented, seconded by Public Works Director Peter Rice.

On a unanimous roll call, motion passed.

IV. PUBLIC COMMENT:

Liza Hewitt spoke in favor of lowering the speed limit on Middle Road and considering other safety measures. Speeds of over 40 mph occur regularly on this road. Ms. Hewitt submitted a petition to lower the speed limit to 25 mph. There are a lot of pedestrians on the road and they need to be able to cross the street safely.

Molly Wilson spoke in support of lowering the speed limit on Middle Road. The City worked to lower the speed on South Street, but the City needs to lower speeds on Middle Road as well. The goal is to keep the neighborhood safe for everyone.

John Thompson commented that his house was the first driveway on the left after the blind curve on Woodbury Avenue. Mr. Thompson noted that Janet Thompson submitted a detailed proposal, asking to reroute traffic from the one-way section on Woodbury Avenue. Mr. Thompson supported making this stretch of Woodbury Avenue restricted to resident only traffic. Otherwise traffic will only get busier. Most cars go over the 25 mph speed limit around the blind curve. Removing two parking spaces in the area may help with visibility, but parking is already an issue.

Janet Thompson echoed John Thompson's comments. There continues to be an abundance of traffic on this street. Trucks continually use this street even though they shouldn't. Ms. Thompson proposed blocking this part of the street off to non-residents and make it a U-turn cul-de-sac.

Andrea Ardito commented that she moved her shop, Nest, to 100 Albany Street. She was worried that parking would not be available for businesses on Albany Street. The small businesses on Albany Street can't survive without parking. Ms. Ardito requested adding 2 curbside compact car spaces with a time limit of one hour. Public spaces could also be provided in the lot across the street with 1-2-hour parking. Additional parking will provide relief to the small businesses in that area.

Michael Shea commented that backing out of his driveway is not safe. He supported the suggestions made about Middle Road. Pedestrians are walking in the street to keep social distancing precautions. Motorists need to slow down and be more aware of people in the street.

Thomas Morley commented on removing the 30-mph sign to make the road 25 mph. It is good to learn that most drivers go under the speed limit, but not putting up a new sign will reduce awareness. The new speed limit sign should be posted. Chevrolet Ave. should be 25 mph or lower. Lowering the speed limit is critical for pedestrian and traffic safety.

Rebecca McBeath echoed the previous comments about Middle Road and encouraged the Committee to look at the petition. The traffic needs to be slower on Middle Road.

Janelle Beaudry-Clark spoke in support of Ms. Hewitt's petition. Children use Middle Road to walk, bike and scooter. Cars are frequently moving too fast. Essex Avenue is used as a speedy "cut through". The Committee should consider lowering the speed limit on Islington Street.

Elizabeth Kinney spoke to the traffic on Bartlett Street. Traffic has become reckless with speeding. Cars are not stopping for pedestrians in the crosswalk. Traffic calming measures need to be put in place. There should be more signage.

Kristen Wilson owns Decades antique store at 100 Albany Street. She spoke to the public parking on Albany Street and the complaints about where vehicles are parking. Businesses need available parking on the street. Instead of eliminating parking spaces, the Committee should stripe lines for spaces and post signs. The two spaces near the Weekender should be

marked as 1-2-hour parking. She stated that employees are parking in the spaces all day, which eliminates turnover for business customers.

V. NEW BUSINESS:

A. Request for 2-hour time restriction for new parking spaces at corner of Albany Street and Brewery Lane. Eric Eby commented that there was no recommendation at this point, but there were some options to discuss. Two spaces may be able to be striped against the island. The area is mostly on public property. However, City staff would need to work with the Weekender owners because some of the area may be on their private property. It could be designated public parking with a sign. Putting a time limit on the spaces would need to be approved by this Committee and City Council. Another idea is to keep parking on Albany Street. Traffic is not too bad on Albany Street. However, it can be tight if someone is trying to turn onto Albany Street and a car is at the stop sign and another car is parked on the street. Right now, there is temporarily no parking until the Islington Street Corridor project is completed. The options are restricted because of the private property in the area. The Weekender gets tractor trailer deliveries regularly. Right now, cars can park up to 72 hours. Time restrictions would be required to encourage turnover. Traffic will increase in this area. Being a yield street may not be a long-term solution. The Committee will need to look at a long-term solution.

Jonathon Sandberg suggested putting a couple of spaces in front of the pet grooming business across the street. Mr. Eby responded that would result in the same problem of cars sticking out in the street. It is a difficult area to accommodate parking.

Erica Wygonik questioned if the yellow lines on the road could be shifted to make more room for parking. Mr. Eby responded that the road was 26 feet wide. An 8-foot parking lane would leave two 9-foot travel lanes. Erica Wygonik noted that it would be nice to have parking for the businesses, but the Committee would not want to create a safety concern. It is not a good place to have long-term parking.

Chairman Peter Whelan suggested putting a time limit on parking between the hours of 9 a.m. and 6 p.m. This would allow for overnight parking.

Steve Pesci commented that the Committee needed to think through a reasonable accommodation and he was concerned that they were trying to create too much parking. It is not necessarily the best public policy to squeeze parking spaces into every inch of asphalt. This neighborhood is changing dramatically, and it may make sense to make the street a one-way for a long-term solution. The Committee should do something in the short term, but they need a long-term plan.

Harold Whitehouse questioned if the Committee could implement a temporary solution and look at a long-term solution later. Public Works Director Peter Rice responded that a temporary solution could not be implemented until after construction ended in the area.

Erica Wygonik noted that a comprehensive look at the block and the overall area was a good idea. It would be nice to try 30 minute parking for a month or two to see if it alleviates concerns. Erica Wygonik questioned if it would be possible to move the yellow center line to reallocate road space. Public Works Director Peter Rice confirmed it would.

Chairman Peter Whelan requested that City staff report back with a recommendation for a temporary solution when the detour ends and then look for a long-term solution. Chairman Peter Whelan questioned if they should wait to take action on the two spaces at the Weekender lot. Mr. Eby responded that he needed to work with the owners before any action is taken.

Erica Wygonik moved to have staff report back at the next meeting on reasonable intermediate plans to address concerns on this block of Albany Street, seconded by Harold Whitehouse.

On a unanimous roll call, motion passed 9-0.

B. Report back on traffic calming request on Chevrolet Avenue, by Thomas Morley.

Eric Eby commented that a traffic recorder was installed on Chevrolet Avenue. The average speed was 22 mph and the 85th percentile was 26 mph. The recommendation was to remove the 30 mph speed limit signs. Removing the signs would keep speeds as they are. There is no speeding issue at the present time.

Steve Pesci commented that this case may be worth going to the City Council to establish and post 25 mph speed limit signs. No signs could create a potential challenge.

Police Captain Mike Maloney noted that no signs could be problematic because awareness is part of motor vehicle and traffic laws. It doesn't make it impossible to enforce, but it would be harder.

Public Works Director Peter Rice commented that the 30 mph signs should be removed now and then submit the speed limit change proposal to the City Council. There is currently a design to build sidewalks on Chevrolet Avenue. Traffic in that area is dangerous.

Steve Pesci moved to have staff remove the 30 mph signs on Chevrolet Avenue and prepare a proposal to make that street a 25 mph speed limit with posted signs. Additionally, the Planning Department and Public Works Department should start work on a neighborhood traffic pattern plan, in coordination with the sidewalk work, and address logical street naming according to E-911, seconded by Harold Whitehouse.

Harold Whitehouse requested a shorter motion.

Steve Pesci moved to remove the 30 mph speed limits signs on Chevrolet Avenue and prepare a recommendation to the City Council to change the ordinance to make Chevrolet Avenue a posted 25 mph street corridor, seconded by Harold Whitehouse.
On a unanimous roll call, motion passed 9-0.

Steve Pesci moved to have staff begin the process to develop a comprehensive street development plan, as resources permit, and use addressing street naming conventions for E-911, seconded by Public Works Director Peter Rice.

Public Works Director Peter Rice commented that he supported the concept, but allocation of resources was outside of this Committee's authority. The Committee should request for the City Council to include money in the annual budget to complete this study.

Steve Pesci moved to respectfully request that the City Council allocate funds to the Planning and Public Works Departments to conduct a comprehensive street network plan for the Chevrolet Avenue, Brewery Lane and Albany Street area, seconded by Public Works Director Peter Rice.

On a unanimous roll call, motion passed 9-0.

VI. OLD BUSINESS:

A. Report back on the intersection of Marcy Street and Mechanic Street.

Eric Eby commented that they have not had any new response from the owner, but are continuing to reach out. The owner stated in a letter that they were not willing to do more than was required by the Boards. Mr. Eby was hopeful that when a dialogue happens the owner will understand it would not be a large endeavor.

VII. INFORMATIONAL:

A. Monthly accident report, by Police Captain Mike Maloney.

Police Captain Mike Maloney commented that the month of August had 74 reportable crashes. A reportable crash is when the cumulative damages are over \$1,000. There have been 492 reportable accidents this year. There was one bike accident in July at the intersection of Mechanic Street and Marcy Street. There were minor injuries to the bicyclist. There were no pedestrian accidents to report.

B. Maplewood Avenue pedestrian signal changes update.

Eric Eby noted that the contractor made the final changes to the signals downtown. Pedestrians will now get a 5 second head start to the traffic. Turning traffic must yield to pedestrians. There are now two buttons at each corner; one for each crosswalk. Overall, there is less delay for pedestrians and motorists. There will be a learning curve.

C. Traffic volumes during pandemic.

Eric Eby commented that traffic volumes continue to run 80-85% compared to last year. Bike lane usage at South and Lafayette has 30-40 bikes per day.

D. PTS Open Action Items.

No Committee discussion.

VIII. MISCELLANEOUS:

A. Bartlett Street neighborhood traffic calming report back.

Eric Eby commented that the Committee has talked about this several times in the past. Plans have been presented to the neighborhood with several traffic calming measure options. They were left with the neighborhood to discuss and try to reach a consensus. That resulted in installing yellow bollards at Bartlett Street and Thornton Street. It helped reduce speeds. There were also bollards installed at the Pine Street crosswalk. Now there needs to be further consensus on what the neighborhood would like to see happen. There is a proposed roundabout at Bartlett Street and Thornton Street. However, this is currently a truck route until the Cate Street Connector is completed.

Jonathon Sandberg commented that the bollards were not installed after the winter season. Eric Eby responded that the neighborhood did not want the bollards put back in. It was not a consensus to use them long-term.

Public Works Director Peter Rice commented that there were a number of options for traffic calming. In order to do significant improvements, truck traffic will need to be restricted. There is an item in the Capital Improvement Plan (CIP) identifying a new multi-phase project to upgrade the neighborhood.

Steve Pesci requested the Committee get historic data about traffic and speeds in that area. The new connector may change things dramatically. The Committee should be cautious of any dramatic changes at this point.

City Manager Karen Conard commented that she and others met with the neighbors. A short-term consideration could be to call more attention to stop signs in that area. There were concerns about the obvious disregard for the stop signs.

Police Captain Mike Maloney commented that for the last 3 years, that intersection has had more dedicated traffic enforcement efforts than in any other part of the city. There is plenty of enforcement in that area, but the intersection continues to be a little bit of an issue.

Erica Wygonik commented that updating the stop signs for better retro reflective signs would be a quick fix. They should be evaluated for any visibility issues. Eric Eby responded that the biggest issue was the lack of side street traffic. People roll through the stop sign because of it.

Steve Pesci questioned if putting in a two way stop on Woodbury Avenue and Cottage Street would help. That would force Woodbury Avenue southbound traffic to stop at the intersection. Mr. Eby responded that he would need to review the traffic volume data.

Staff will report back with recommendations on short-term measures. Staff will also report back once the Cate Street Connector has been constructed and opened to traffic in the summer of 2021.

B. Middle Road speed and safety concerns, by Liza Hewitt.

Eric Eby commented that there have been concerns about this crosswalk, but they have not found speeds in excess. The speed limit is 30 mph and cars are complying. The speed limit can be lowered, but the data doesn't justify it. The real solution is to change the character of roadway to adjust the speed in the area. Currently, there is not a lot of reason to slow down because the road is wide and straight.

Steve Pesci commented that this was an arterial street. It does not make sense to make this a 25 mph speed limit because of the physical nature of the road and enforcement. Steve Pesci commented that it was important to respect the residents' concerns and also to respect the data.

Chairman Peter Whelan commented that it may be worthwhile to collect more data. Eric Eby confirmed that he would update the data.

Public Works Director Peter Rice commented there may be an opportunity to try a pilot, with a temporary configuration change, to monitor speed and see if it changes speed levels. That

could give the residents a feeling of some forward motion. They need to constrict the road to slow down traffic.

**Public Works Director Peter Rice moved to have staff collect and evaluate speed data, and make a recommendation at the next meeting for a pilot project on temporary speed reduction mechanisms, seconded by Steve Pesci.
On a unanimous roll call, motion passed 9-0.**

C. Aldrich Road petition submission by residents. Chairman Peter Whelan spoke to the letter and petition submitted. Public Works Director Peter Rice commented that he did not have a chance to review the letter, but was involved in the previous traffic calming effort. An exhaustive review with input from residents dictated the configuration of the current roadway.

**Public Works Director Peter Rice moved to have staff review previous work done on Aldrich Road concerning traffic calming and report back to the Committee, seconded by Harold Whitehouse.
On a unanimous roll call, motion passed 9-0.**

Harold Whitehouse commented that the City Hall demonstration on the “Dutch Reach” was very informative.

IX. ADJOURNMENT:

Harold Whitehouse moved to adjourn at 9:56 a.m., seconded Steve Pesci.
On a unanimous roll call, motion passed.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

**PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET**

8:00 A.M. – November 5, 2020
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman Peter Whelan, City Manager Karen Conard,
Public Works Director Peter Rice, Fire Chief Todd Germain,
Police Captain Mike Maloney
Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse and Erica Wygonik (Alternate)

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

ACTION ITEM NEEDING APPROVAL BY CITY COUNCIL

- Request for 30 minute spaces on Court Street near Fleet Street, by Portsmouth Housing Authority (PHA) – **On a unanimous roll call 9-0, voted** to temporarily designate two spaces as 30 minute parking and one space as handicapped parking in front of the Feaster Apartments during construction, which should be complete in April 2022.

1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor’s Executive Order 2020-04, Section 8, as extended by Executive Order 2020-17, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Financial Report – **On a unanimous roll call 9-0, voted** to accept and approve the financial report dated September 30, 2020 as presented.
3. Public Comment Session – There were 8 speakers: Janet Thompson (Woodbury Avenue and Bartlett Street), Liza Hewitt (Middle Road traffic calming), Janelle Clark (Middle Road traffic calming), Carl Diemer (Aldrich Road traffic calming & Islington Street traffic), Vince Lombardi (Aldrich Road traffic calming), Andrea Ardito (Albany Street parking and Maplewood Avenue at Northwest Street traffic calming), Alison Petersen (Maplewood Avenue at Northwest Street traffic calming) and Kristen Wilson (Albany Street parking).
4. Request for crosswalk on South Street at Haven Road, by anonymous sender via Portsmouth Click N’ Fix – **On a unanimous roll call 9-0, voted** to place request on file.

5. Request for 30 minute spaces on Court Street near Fleet Street, by Portsmouth Housing Authority (PHA) – **On a unanimous roll call 9-0, voted** to temporarily designate two spaces as 30 minute parking and one space as handicapped parking in front of the Feaster Apartments during construction, which should be complete in April 2022.
6. Request for traffic calming on Maplewood Avenue at Northwest Street, by Alison Petersen – Committee discussed installing a dynamic speed sign on Maplewood Avenue.
7. Coakley Road traffic calming request, by Mary Kepner – **On a unanimous roll call 9-0, voted** to place request on file.
8. Request for South Street traffic calming near Mt. Vernon Street, by Mary Lou McElwain – **On a unanimous roll call 9-0, voted** to refer to staff for recommendations for the entire length of South Street and report back at the next meeting for further discussion.

Public Works Director Peter Rice moved to suspend the rules to allow public comment, seconded by City Manager Karen Conard. **Motion passed.**

There were 2 speakers: Councilor Petra Huda and Guy Spiers

9. Report back on intermediate plans to address parking concerns on Albany Street between Brewery Lane and Cass Street – **On a unanimous roll call 9-0, voted** to table until the next meeting.
10. Report back on short-term traffic calming measures for Bartlett Street area – **On a unanimous roll call 9-0, voted** to implement recommendations by staff for additional signage on Bartlett Street.
11. Report back on traffic volumes and speeds on Woodbury Avenue at Cottage Street – **On a unanimous roll call 9-0, voted** to place request on file.
12. Report back on temporary speed reduction pilot measures for Middle Road – Staff will schedule neighborhood meeting to discuss traffic calming options presented and report back at the next meeting.
13. Report back on previous traffic calming requests and recommendations for Aldrich Road – Staff will schedule neighborhood meeting to discuss traffic calming options presented and report back at the next meeting.
14. Middle Street bike lane peer review status – No Committee discussion.
15. Intersection of Marcy Street and Mechanic Street – No Committee discussion.
16. Monthly accident report, by Police Captain Mike Maloney – No action required.
17. PTS Open Action Items – No action required.

18. December meeting date – December meeting date will be scheduled.

19. Adjournment – At 10:05 a.m., **on a unanimous roll call 9-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – November 5, 2020

Remote Meeting via Zoom

I. CALL TO ORDER:

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

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman Peter Whelan

City Manager Karen Conard

Public Works Director Peter Rice

Fire Chief Todd Germain

Police Captain Mike Maloney

Mary Lou McElwain

Steve Pesci

Jonathan Sandberg

Harold Whitehouse

Erica Wygonik (Alternate)

City Staff Present:

Parking and Transportation Engineer Eric Eby

Parking Director Ben Fletcher

Planning Director Juliet Walker

III. FINANCIAL REPORT:

Harold Whitehouse moved to accept and approve the financial report as presented, seconded by Mary Lou McElwain. **On a unanimous roll call, motion passed 9-0.**

IV. PUBLIC COMMENT:

Janet Thompson spoke to Woodbury Avenue and Bartlett Street. She commented that she was concerned about the corner intersection with the guardrail because people go around it at a high speed. She opposes installing chokers because that would remove on-street parking. The residents don't want to remove parking. Too many cars are going down Bartlett Street.

Liza Hewitt spoke to Middle Road traffic calming. She supported trying a pilot program, but hoped that lowering the speed limit was still being considered. The traffic calming measures should apply to the entire road.

Janelle Clark spoke to Middle Road traffic calming. She thanked the Committee for coming up with traffic calming options and asked if they could be extended to Lafayette Park to make it a safer walk for pedestrians. The data presented looked like most cars were going 30 mph or higher. The speed limit should be lowered to 25 mph. It is a densely populated street with a lot of children.

Carl Diemer spoke to Aldrich Road traffic calming. He spoke to the neighborhood petition sent to the Committee about the speeding issue on Aldrich Road. Mr. Diemer requested the

installation of stop signs or speed tables to help slow traffic. Neighbors are concerned and would like the traffic calmed. The speed limit signs installed do not seem to have slowed traffic. Police monitoring is not a long-term solution.

Vince Lombardi spoke to Aldrich Road traffic calming. He echoed Mr. Diemer's comments. They got signatures from most Aldrich Road residents in order to get action on this traffic calming measure. Mr. Lombardi thought the speed tables were a good solution because they don't need enforcement.

Andrea Ardito spoke to the Albany Street parking issue. She commented that the stores were not aware of the three-space option until it was presented on the agenda. This will not work because the private plow for that property will not be able to access the area during snow fall. The two businesses also have large pieces of furniture coming in and out of the stores. The option presented would not work.

Alison Petersen spoke to Maplewood Avenue at Northwest Street traffic calming. She commented that cars are speeding on Maplewood Avenue heading toward the Bypass. The City completed work on Maplewood Avenue with speed bumps and signs flashing speeds. These measures could help this section of Maplewood Avenue. The crosswalk at Dennett Street seems to be ignored. Cars do not stop for pedestrians.

Carl Diemer spoke a second time about Islington Street traffic. He commented that the impact of the construction and density on Islington Street has created a big change in the traffic pattern. That should be considered when reviewing the Aldrich Road traffic calming request.

Kristen Wilson spoke to the Albany Street parking. She reiterated Ms. Ardito's comments. The three-space option will not work because of the plow and other issues mentioned.

Andrea Ardito spoke a second time about the Maplewood Avenue at Northwest Street traffic calming request. She supported Ms. Peterson's comments. The cars are speeding and calming would be appreciated.

V. NEW BUSINESS:

A. Request for crosswalk on South Street at Haven Road, by anonymous sender via Portsmouth Click N' Fix. Eric Eby commented that the request was for a crosswalk on South Street at Haven Road. He stated sightlines are not great because of a bend in the road. There are crosswalks on South Street in that area. The crosswalk at South Street and Clough Drive has a crossing guard during school hours. He did not observe many pedestrians trying to cross at this location. Too many crosswalks too close together can be problematic. The recommendation right now is to place the request on file.

Harold Whitehouse commented that this area should be monitored because the farmers market is in Little Harbor School area now and it is busy. City Manager Karen Conard commented that the farmer's market was temporarily located at the school. The intention is to move it back to the original location next year.

Erica Wygonik commented that sightlines are better here than at Bracket Lane. However, having crosswalks too close together would be problematic. A crosswalk can give a false

sense of safety. If there is more growth it may make sense to put in a sidewalk on South Street on that side.

Steve Pesci agreed with previous comments. This is not an appropriate spot for a crosswalk. The City should be looking at sidewalks on the south side of the street.

Harold Whitehouse moved to place request on file, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 9-0.

B. Request for 30 minute spaces on Court Street near Fleet Street, by Portsmouth Housing Authority (PHA). Eric Eby commented that the three spaces would be in front of the Feaster Apartments on Court Street. New construction has taken up a lot of room on-site, so there is not a lot of area for people to park. The request is to change the meters to 30-minute parking for two spaces. The third space would be a handicap space.

Public Works Director Peter Rice questioned if the request was temporary. Eric Eby confirmed that it was a temporary request while construction was happening on-site.

Harold Whitehouse questioned if the proposed time was long enough. Portsmouth Housing Authority Director Craig Welch responded that the purpose of these spots would be to allow for Feaster Apartment residents to have spaces for pick-ups and drop offs. The spaces would not be accommodating any construction traffic.

Erica Wygonik questioned if this would negatively impact other business in the area. Public Works Director Peter Rice responded that there was good parking inventory along the street and the Parrot Avenue parking lot is nearby.

Chairman Peter Whelan supported this request because it would be a convenience for the Feaster residents.

Mary Lou McElwain also supported the request. It is important for the Feaster residents to have a space for pick-ups and drop offs. She questioned if these spaces would be reserved for Feaster residents. Chairman Peter Whelan responded that the 30-minute time limit would create enough turnover.

Erica Wygonik questioned if the handicap space would also have a 30-minute time limit. Chairman Peter Whelan responded that it would not.

Steve Pesci moved to temporarily designate two spaces as 30-minute parking and one space as handicapped parking in front of the Feaster Apartments during construction, which should be complete in April 2022, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

C. Request for traffic calming on Maplewood Avenue at Northwest Street, by Alison Petersen. Eric Eby commented that they put out a traffic recorder and got speed and traffic volume data. The average speed is 26 mph and the 85th percentile is 30 mph. On average, cars are traveling near the speed limit, with some high-speed exceptions. Speed tables are not appropriate for arterial roadways. Adding more signage, striping or bollards would be more appropriate.

Public Works Director Peter Rice requested that Eric Eby explain who defines the type of road. Eric Eby responded the functional classification is set by the State and regional planning commission so that roads are treated and funded equally throughout the nation. It's not something the City can change on its own unless something about the roadway significantly changed.

Harold Whitehouse commented that the raised pavement on Woodbury Avenue is working. It may make sense to have money in the Capital Improvement Plan (CIP) for raised pavement citywide.

Steve Pesci requested that Eric Eby give an explanation of the 85th percentile speed. Eric Eby responded that the 85th percentile means that 85% of traffic is traveling at that speed or slower. Only 15% is traveling faster. That method is used to set speed limits on roadways. If the City followed that standard for this road, then the speed limit would be 30 mph instead of 25 mph. Eric Eby clarified that he was not suggesting raising the speed limit.

Chairman Peter Whelan questioned if there was a plan to replace the Maplewood Avenue Bridge. Public Works Director Peter Rice responded that it was listed as a high priority bridge by the State. The challenge is the State bridge funding is a decade or two out. The City will likely need to do interim repairs to the bridge. Those are in design now and they have recommendations coming from the engineers. There will not be any streetscape improvements. There are utility lines that go through there so getting 80% covered by the State is a huge benefit to the City. Maplewood Avenue has the final pavement completed and the striping and pavement markings will be done when it is warm enough. The intent is when the bridge project is done the balance of the roadway will be completed as well. There are a lot of demands out there for improvement and it's expensive. Speed tables are expensive and they require maintenance.

Jonathan Sandberg commented that it was a scary corridor because of the sightlines. The sidewalk is too narrow. Barrels or bollards may be appropriate here to slow cars and make pedestrians feel safe. He questioned if the designation of arterial continues for the whole of Maplewood Avenue or just the section between the Bypass. Eric Eby responded that it was an arterial classification from the Bypass into town. The other side of the Bypass is classified as a collector. That's why speed tables are allowed because the traffic volumes are less.

Chairman Peter Whelan questioned if a light at that intersection would be appropriate. Eric Eby responded that there were concerns about the grade approaching it. There is not a lot of side street traffic, so it may not meet the minimum volume warrants.

Steve Pesci questioned if there were dynamic speed signs in that area. Eric Eby responded that there were not. Steve Pesci noted that may be a quick and somewhat inexpensive strategy. Eric Eby agreed.

Chairman Peter Whelan agreed they should try the dynamic speed sign and monitor from there.

Mary Lou McElwain commented that the speed limit sign should be at the same site as the dynamic sign. Then drivers know what speed they are driving and what the speed limit is. The dynamic speed limit signs in Portsmouth are too small and a lot of the times are not working. Eric Eby confirmed they were required to put the sign near a posted speed limit sign.

D. Coakley Road traffic calming request, by Mary Kepner. Eric Eby commented that this location is off the Bypass and runs parallel to Borthwick Avenue. A traffic counter was installed to monitor traffic. Data shows that the average speed was 22 mph and the 85th percentile was 29 mph. The posted speed is 20 mph, but the Ordinance is not listed as 20 mph, so it would be 30 mph by default. The long roadway lends to speeding. The cars going in the area are residents because the road is a closed loop. Cars tend to go 30 mph coming into the neighborhood and 20 mph going out. This could be addressed by making the official speed limit 20 mph. The City could try traffic calming by diverting traffic at the intersection to go down the loop in a one-way pattern.

Steve Pesci noted that they were trying to avoid 20 mph speed limits because it was below the State minimum. Eric Eby agreed that 25 mph would be a more appropriate speed limit.

Public Works Director Peter Rice moved to place request on file, seconded by Harold Whitehouse.

On a unanimous roll call, motion passed 9-0.

E. Request for South Street traffic calming near Mt. Vernon Street, by Mary Lou McElwain. Eric Eby commented that residents are concerned about speed in this area. The traffic recorder showed that traffic on the curve is speeding. The average speed is 25 mph, the 85th percentile speed is 29 mph, and speed limit is 20 mph. The City could paint the 20 mph in large pavement markings on the street.

Mary Lou McElwain commented that speeds used to be enforced better than it has been in the past 6 years. The volume of traffic throughout the City has increased. Enforcement is important. A slow down sign could be painted on the pavement. The street needs a dynamic speed limit sign. It should be similar to the signs in Kittery on Route 1 near the Lion's Club. Pedestrian traffic has increased due to the pandemic. This is a safety concern for residents and pedestrians.

Harold Whitehouse asked if the City had durable paint for the roadway markings. Public Works Director Peter Rice confirmed they did and explained the difference between the two types of pavement markings available.

Erica Wygonik agreed that people go around the corner too fast and sightlines are constrained. The data here is similar to the data on Coakley Road. Feedback signs are a good idea. The road is already narrow and people still go fast. The Committee has talked about mapping speeds in town and what that would mean for standardizing speeds in the future.

Mary Lou McElwain commented that there are three schools on South Street, which lends to a lot of pedestrian traffic. The difference between Coakley Road and South Street is the high usage of sidewalks and the street. People park on both sides of South Street from New Castle Avenue to Junkins Avenue. People use that as a traffic calming tactic, but it does not seem to do anything. She expressed concerned for pedestrian and bicycle traffic on South Street.

Steve Pesci commented that this highlights the hierarchy of speeds issue. South Street is 20 mph, which is artificially low. It should be 25 mph. People are desensitized to the excess

posting of artificially low speed limits signs. However, this section, from Junkins to Marcy, should be 20 mph. Maybe the rest of South Street should not.

Public Works Director Peter Rice commented that there is commercial truck traffic along this roadway. Whatever treatments are applied need to accommodate the large trucks that use South Street to access New Castle.

Harold Whitehouse requested assigning a police car for enforcement on a part-time basis. Police Captain Mike Maloney confirmed that could be done.

Mary Lou McElwain noted that a free-standing speed feedback sign should be installed to monitor the area. She requested that the people driving City vehicles drive the speed limit to help set an example for the public.

**Public Works Director Peter Rice moved to suspend the rules to allow public comment, seconded by City Manager Karen Conard.
On a unanimous roll call, motion passed 9-0.**

Councilor Petra Huda commented that the Committee should consider the whole area when considering South Street. There are trucks using roads out to New Castle. They have to use South Street now because Pleasant Street is too narrow. The whole area should be considered.

Chairman Peter Whelan noted that big trucks cannot go over the bridge from Rye, so this is the only way for them to get to New Castle.

Guy Spiers commented that there was a lot of pedestrian traffic. It's hard to get out in either direction because traffic is too busy. Mr. Spiers supported controlling traffic.

**Mary Lou McElwain moved to refer to staff for recommendations for the entire length of South Street and report back at the next meeting for further discussion, seconded by Harold Whitehouse.
On a unanimous roll call, motion passed 9-0.**

VI. OLD BUSINESS:

A. Report back on intermediate plans to address parking concerns on Albany Street between Brewery Lane and Cass Street. Chairman Peter Whelan noted that the Committee got feedback during public comment. This item should be tabled to the next meeting.

**Public Works Director Peter Rice moved to table until the next meeting, seconded by Mary Lou McElwain.
On a unanimous roll call, motion passed 9-0.**

B. Report back on short-term traffic calming measures for Bartlett Street area.
Eric Eby commented that the posted speed is 20 mph. The average speed was 25-29 mph. He stated 25 mph is probably a more appropriate speed limit. People are running the four-way stop sign at Bartlett Street and Thornton Street because the traffic volumes are so different. There is so much more traffic on Bartlett Street than the other side streets. They can reinforce the four-way stop by installing a stop ahead sign on Bartlett Street at Meredith Way and

installing a second stop sign on the other side of the street of Bartlett Street and Thornton Street. He stated it has been hard to get a consensus from the neighborhood about measures they want to see implemented.

Jonathan Sandberg commented it would be good to see something more aggressive. The bollards that were installed last year were good. Bollards provided a sense of security. Signage won't hurt but it is not enough.

Steve Pesci commented that if more vehicles did the full truck route, then it would alleviate the amount of turns onto Thornton Street. Jonathan Sandberg commented that cars turn left to eliminate an extra stop sign. Eric Eby added that they looked at ways to keep traffic on Bartlett Street. Thornton Street is listed in the Ordinance as a one-way street, but when that was proposed there was resistance from the residents. The people leading the neighborhood group requested that the bollards not be used.

**Harold Whitehouse moved to implement recommendations by staff for additional signage on Bartlett Street, seconded by Mary Lou McElwain.
On a unanimous roll call, motion passed 9-0.**

C. Report back on traffic volumes and speeds on Woodbury Avenue at Cottage Street.
Eric Eby commented that the traffic camera was installed to count traffic and observe speeds. The average speed was 18 mph and the 85th percentile speed was 21 mph. The fastest speed recorded was at 33 mph. The problem is that the blind corner has a lot of traffic. A two-way stop at Cottage Street would not be appropriate because there is four times more traffic on Woodbury Avenue than Cottage Street. There is no recommendation at this point because the data is not showing a speed issue and the traffic volume doesn't justify a two-way stop. Residents were opposed to chokers because it would remove on-street parking.

Jonathan Sandberg commented that they should put chokers further up Woodbury Avenue. He stated it would slow down cars before the curve.

Steve Pesci commented that they should evaluate this issue after the Cate Street connector is open.

**Harold Whitehouse moved to place request on file, seconded by Steve Pesci.
On a unanimous roll call, motion passed 9-0.**

D. Report back on temporary speed reduction pilot measures for Middle Road.
Eric Eby commented that the posted speed is 30 mph. The average recorded speed was 33 mph and the 85th percentile speed was 38 mph. Speeds are in excess of 30 mph. Middle Road is an arterial road carrying traffic from the highway into town. Installing barrels or bollards could slow down vehicles. They can be on the side or in the middle of the road. Bollards could narrow lanes from 11 feet to 10 feet. Another option could include bollards and signage to make a pinch point.

Harold Whitehouse requested the City move slow on this issue because of how some residents feel about bollards.

Jonathan Sandberg agreed that they should bring this to the neighborhood and let them decide. He questioned if the City could install something more appealing than bollards. Public

Works Director Peter Rice responded that all measures must be compliant with the Manual on Uniform Traffic Control Devices (MUTCD).

Erica Wygonik spoke in favor of the ideas presented. She commented that they should consider installing a crosswalk where the green paint markings at the bump-out are shown.

Mary Lou McElwain requested that the Committee members be invited to the neighborhood meeting.

Public Works Director Peter Rice commented that the goal was to have the neighborhood meeting before the next PTS meeting. He stated staff will schedule the neighborhood meeting to discuss traffic calming options presented and report back at the next PTS meeting.

E. Report back on previous traffic calming requests and recommendations for Aldrich Road. Eric Eby commented that they measured speeds at 25-30 mph. He stated stop signs should not be used as traffic calming measures. Speed tables on Maplewood Avenue are effective at lowering speeds to 25-30 mph. Presently, speeds on Aldrich Road are at 25-30 mph. He stated the speed limit signs were made larger and the yellow centerline was removed to make it look less like a highway. It's a nice straight road with 1,000 cars a day because it connects two arterial roads. There were traffic calming measures proposed about 10 years ago, but those weren't implemented because residents didn't express their approval at the time. The City can install barrels down the middle of the road to slow traffic speeds.

Chairman Peter Whelan commented that they needed to meet with neighborhood to discuss.

Harold Whitehouse requested that a police cruiser be stationed there for a period of time to monitor speeding.

Public Works Director Peter Rice commented that this was an interesting historical example of traffic calming measures process. This road was the first to go through major traffic calming design efforts. The City did major reconstruction of the roadway and brought a number of alternatives to residents like a median strip. At the time residents were adamantly against it. This is an example of the challenges the City faces. State Street was narrowed in certain places, which people were also against. However, after a while it became normal. Issues like this are challenging for residents and equally challenging for staff. Some of these actions may be perceived as excessive initially, but will actually make a positive difference.

Steve Pesci commented that it was good to have the historical perspective. The City spent a lot of money on that corridor and the data doesn't support the speeding concerns.

Mary Lou McElwain requested that police enforcement be included when discussing speeding concerns. Speed is always a major issue and law enforcement should be included in all discussions.

Staff will schedule a neighborhood meeting to discuss traffic calming options presented and report back at the next meeting.

Chairman Peter Whelan noted that they needed to wrap up the meeting because several members needed to leave for another meeting.

VII. INFORMATIONAL:

- A. Middle Street bike lane peer review status. No Committee discussion.
- B. Intersection of Marcy Street and Mechanic Street. No Committee discussion.
- C. Monthly accident report, by Police Captain Mike Maloney. No Committee discussion.
- D. PTS Open Action Items. No Committee discussion.

VIII. MISCELLANEOUS:

- A. December meeting date. Staff will contact members about the December meeting date.

IX. ADJOURNMENT:

Jonathan Sandberg moved to adjourn at 10:05 a.m., seconded by Harold Whitehouse.
On a unanimous roll call, motion passed 9-0.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

**PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET**

8:00 A.M. – December 10, 2020
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman Peter Whelan, City Manager Karen Conard,
Public Works Director Peter Rice, Fire Chief Todd Germain,
Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse and Erica Wygonik (Alternate)

ABSENT: Police Captain Mike Maloney

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

ACTION ITEM NEEDING APPROVAL BY CITY COUNCIL

- Parking concerns on Albany Street between Brewery Lane and Cass Street – **On a unanimous roll call 9-0, voted** to prohibit parking on Albany Street for 30 feet east of Brewery Lane.

1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-20, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.
2. Financial Report – **On a unanimous roll call, voted** to accept and approve the financial report dated October 31, 2020 as presented.
3. Public Comment Session – There were 3 speakers: Liza Hewitt (Middle Road traffic calming), Andrea Ardito (Albany Street parking and Maplewood Avenue at Northwest Street traffic calming) and Lee Frank (Madison Street parking).
4. Madison Street, request to prohibit parking on west side between Lovell Street and State Street, by Paul Burton – Committee discussed item but no action was taken.
5. Report back on recommendations for traffic calming measures for South Street, from Lafayette Road to Marcy Street – **On a unanimous roll call 9-0, voted** to conduct speed limit studies, report back on recommended speed limits and install speed feedback signs on an interim basis.

6. Parking concerns on Albany Street between Brewery Lane and Cass Street – **On a unanimous roll call 9-0, voted** to prohibit parking on Albany Street for 30 feet east of Brewery Lane.
7. Report back on traffic calming meeting with Middle road residents – Discussion on measures taken to date. A meeting with residents will be scheduled after the traffic calming plan has been developed. Staff will provide a report back to the Committee.
8. Report back on traffic calming meeting with Banfield Road residents – Staff will provide a report back with recommendations to the Committee.
9. Aldrich Road neighborhood traffic calming meeting to be scheduled – Future meeting to be scheduled with petition signers and residents in the area.
10. Monthly accident report from Police – No Committee discussion.
11. Traffic volumes during pandemic – No action required.
12. Maplewood Avenue at Congress Street, Islington Street and Middle Road intersection. Concerns regarding new pedestrian traffic signal phasing, by Mary Lou McElwain – Discussion on monitoring the intersection.
13. Adjournment – At 9:00 a.m., **on a unanimous roll call 9-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain
Secretary to the Committee

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – December 10, 2020

Remote Meeting via Zoom

I. CALL TO ORDER:

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

II. ATTENDANCE BY ROLL CALL:

Members Present:

City Councilor/Chairman Peter Whelan

City Manager Karen Conard

Public Works Director Peter Rice

Fire Chief Todd Germain

Mary Lou McElwain

Steve Pesci

Jonathan Sandberg

Harold Whitehouse

Erica Wygonik (Alternate)

Absent:

Police Captain Mike Maloney

City Staff Present:

Parking and Transportation Engineer Eric Eby

Parking Director Ben Fletcher

Planning Director Juliet Walker

III. FINANCIAL REPORT:

Mary Lou McElwain moved to accept and approve the financial report dated October 31, 2020 as presented, seconded by City Manager Karen Conard. **On a unanimous roll call, motion passed 8-0.**

Harold Whitehouse joined the meeting after this vote was taken.

IV. PUBLIC COMMENT:

Liza Hewitt thanked the Committee and DPW staff for the attention they have given to the neighborhood and attending to the short-term suggestions that were made during the neighborhood traffic calming meeting.

Andrea Ardito spoke to the Albany Street parking and Maplewood Avenue at Northwest Street traffic calming efforts. Ms. Ardito commented that the proposal for Albany Street was a good compromise because it helps to move traffic and retains parking spots for the businesses. She also thanked the Committee and DPW staff for the quick work installing the speed indicator signs on Maplewood Avenue. They have made a difference.

Lee Frank spoke to the Madison Street parking agenda item. Mr. Frank requested that the Committee not remove parking across the street from his residence. It has been an issue for

years on Madison Street. Mr. Frank spoke to what has been done in the past. He mentioned that a curb installation project was in the City's Capital Improvement Plan (CIP). He stated parking would become a bigger problem by eliminating any parking in this area.

V. NEW BUSINESS:

A. Madison Street, request to prohibit parking on west side between Lovell Street and State Street, by Paul Burton. Eric Eby commented that the request was to remove the parking in front of the apartment building. Cars parked there make it tight for traffic to get through, but they do get through. The advantage of having parking out there is that it is a traffic calming measure. It's a high demand parking area. There has been talk about putting temporary gravel out there to allow for cars to park further off the road. There is a CIP project to install curbing. Eric Eby stated that at this time there is no recommendation for further action.

Mary Lou McElwain commented that this was a short street with a lot of residents. The on-street parking is important for the residents in this area. Because the grass area the cars are parking on is in the City right-of-way, then the parking should not be removed.

Erika Wygonik questioned what the reason was for the request. There needs to be a good reason to take away parking. Public Works Director Peter Rice responded that Mr. Burton was concerned about the grass being torn up and creating a muddy area on his property.

Steve Pesci questioned the status of the CIP project. Public Works Director Peter Rice responded that it was slated for 2025. Chairman Peter Whelan commented that it was a dense neighborhood, so parking on both sides of the street is utilized frequently. He suggested the neighborhood speak at a City Council meeting to try to move the CIP project forward.

Erika Wygonik questioned the right-of-way width. Eric Eby responded that he did not know exactly, but it was wide enough for traffic travel with cars parked on both sides.

Steve Pesci questioned if there was a partnership opportunity between the City and the private citizen to share the cost. Public Works Director Peter Rice commented that Mr. Burton has not indicated interest in a partnership.

Steve Pesci moved to table this request to the next meeting, seconded by Public Works Director Peter Rice.

Public Works Director Peter Rice stated that the DPW has a lot on its plate and they are short staffed. It's pretty clear what is needed here and what's expected. Further discussions would not be fruitful. If the neighborhood wants to push forward, then they can speak to it in the public process. The neighborhood and owner can drive the next steps.

Steve Pesci withdrew his motion. Public Works Director Peter Rice withdrew his second.

Mary Lou McElwain commented that the neighborhood should work together on this. It sounds as if there has not been a lot of communication up to now. The owner should work with the neighbors to figure out how to keep this area cleaned up.

Harold Whitehouse stated that City Councilors at recent meetings have asked why parking is being eliminated in neighborhoods. They are concerned about parking being taken away.

Chairman Peter Whelan commented that no action was needed at this time.

VI. OLD BUSINESS:

A. Report back on recommendations for traffic calming measures for South Street, from Lafayette Road to Marcy Street. Eric Eby commented that they will be doing traffic and speed measurements for the entire corridor of South Street as equipment becomes available. The intent is to get a good handle on what the speed is in different areas of the road before recommending appropriate traffic calming measures. There will be a report back to the Committee at a future meeting.

Harold Whitehouse commented that the island by Plaza 800 on Islington Street has slowed traffic and he recommends installing an island on South Street.

Erika Wygonik commented that it may make sense to install a rapid flashing beacon at the high school to support students crossing when a crossing guard is not on duty. Student safety is important in this area.

Mary Lou McElwain moved to conduct speed limit studies, report back on recommended speed limits and install speed feedback signs on an interim basis, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

B. Parking concerns on Albany Street between Brewery Lane and Cass Street. Eric Eby commented that this alternative would prohibit parking within 30 feet of the Brewery Lane intersection, which is in compliance with State law and Portsmouth ordinances. A no parking sign would be added to the area where parking is prohibited. Parking would still be allowed in front of the businesses. There is an existing no parking sign on Albany Street near the Cass Street intersection and it will remain.

Erika Wygonik commented that last month's proposal involved a lane shift and there was concern by business owners that it would impact snow removal and loading areas. Those issues may be manageable with a time limit on the parking spots. Mr. Eby commented that a time limit would require an ordinance change. The current no parking proposal can be implemented right away.

Harold Whitehouse commented that they should look at putting in a stop sign at the intersection of Cass Street, Chevrolet Ave and Lovell Street.

Harold Whitehouse moved to prohibit parking on Albany Street for 30 feet east of Brewery Lane, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 9-0.

VII. INFORMATIONAL:

A. Report back on traffic calming meeting with Middle road residents. Eric Eby commented that they moved the speed limit sign to be by itself and put in a speed feedback sign in the opposite direction. They are continuing to look at the full corridor in

order to develop an overall traffic calming plan. A meeting with residents will be scheduled after the plan has been developed. Staff will provide a report back to the Committee.

B. Report back on traffic calming meeting with Banfield Road residents.

Eric Eby commented that they met with residents. He stated that there could be more speeding after the roadway was recently paved due to the culvert project. The neighborhood would like to see a speed table installed. There is also a possibility of installing an all-way stop at the intersections of Banfield Road and Heritage Avenue, and Banfield Road at Constitution Avenue. Eric Eby was looking at that data now and he will provide a report back with recommendations to the Committee at a future meeting.

C. Aldrich Road neighborhood traffic calming meeting to be scheduled.

Eric Eby commented that they need to reach out to the neighborhood committee and residents that signed the petition. He expects a meeting will be scheduled in January to discuss their concerns.

D. Monthly accident report from Police. No Committee discussion.

E. Traffic volumes during pandemic. Eric Eby commented that the data shows the traffic has been weather dependent. Traffic goes down with snow or rain and increases when it is nice. The volume is still running at 80-85% of last year. There is less bike usage as the weather gets colder. Daily bike usage of the bike lanes on Lafayette Road at South Street is in the single digits on average, which is typical for this time of year.

VIII. MISCELLANEOUS:

A. Maplewood Avenue at Congress Street, Islington Street and Middle Street intersection. Concerns regarding new pedestrian traffic signal phasing, by Mary Lou McElwain.

Mary Lou McElwain commented that she has had two close encounters with the new pedestrian signal system at Congress Street. She was concerned about all pedestrians, especially those with disabilities, trying to cross at that intersection. She suggested moving the yield to pedestrians crossing signs next to the traffic lights, so vehicles can see both at the same time.

Chairman Peter Whelan commented that he has also had concerned citizens call him about this intersection. Eric Eby commented that the intersection used to stop all traffic to allow pedestrians at each corner to cross at once. There was a lot of delay for traffic and pedestrians with that model. It was very inefficient. Now that the area on the other side of Maplewood Avenue has been redeveloped, there is increased activity. This new system allows people to cross at the same time as vehicles. It is all in compliance with State and Federal regulations. Drivers are not used to the change and go without looking for pedestrians. The signs can be moved lower as suggested. Another option would be to install a flashing yellow right arrow at the Islington Street approach. The yellow flashing arrow would activate when the pedestrian button is pushed. A green arrow would appear when the pedestrian button is not pushed. It already works in a similar way on the Maplewood Avenue approach. A lot of pedestrians are not aware of which button to push or if they should push any button. It is still a learning process for everyone.

Chairman Peter Whelan questioned if there was a delay to give pedestrians a head start. Eric Eby confirmed that there was a 5 second delay to vehicle traffic that has been increased to a 7 second delay.

Harold Whitehouse questioned if the pedestrian had the right of way in the crosswalk. Eric Eby confirmed that they did if the walk signal is on, then the traffic must yield to pedestrians in the crosswalk. If they are walking without the walk signal, then they do not have the right of way.

Mary Lou McElwain commented that it was important for drivers to pay attention to pedestrians in the crosswalk and suggested more outreach may be needed. Eric Eby commented that the new set up reduces delay for pedestrians as well as drivers. Pedestrians and drivers both need to pay attention. Public Works Director Peter Rice agreed that additional outreach could be beneficial, but they have been doing public outreach for about a year. Moving the signage will help.

Jonathan Sandberg suggested looking at other communities that use this signal to compare education and data on the intersection usage.

Erika Wygonik commented that the City gets a lot of visiting traffic as well. It may make sense to reintroduce a variable message sign to remind visitors about how it works. She questioned if there was any data on crashes at that intersection. Eric Eby commented that he was not aware of any accidents. Chairman Peter Whelan suggested adding a camera at that intersection to look at the behavior and observe how everything was working. Eric Eby agreed.

Harold Whitehouse questioned if the date for the January meeting was going to be moved. Eric Eby responded that it has been moved to January 14, 2021 to accommodate schedules.

Steve Pesci thanked Eric Eby for his work on the Committee. He commented that the Congress Street traffic signal should be consistent and patterned with the two on Maplewood Avenue.

Steve Pesci echoed the positive comments made earlier on the Islington Street improvements. He expressed concerns about Jewel Court. During construction there was an east bound stop line set way back. Now that is gone. Steve Pesci almost witnessed an accident as a car came out of Bartlett Street and tried to make a quick left onto Jewel Court barely missing two cars. The Committee should look to see if Jewel Court should be a right turn in and right turn out only access point onto Islington Street.

IX. ADJOURNMENT:

Mary Lou McElwain moved to adjourn the meeting at 9:00 a.m., seconded by Erika Wygonik. On a unanimous roll call, motion passed 9-0.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary