



# CITY OF CONCORD

*New Hampshire's Main Street™*

## MINUTES

### Transportation Policy Advisory Committee

October 26, 2017, 6:00 PM  
2<sup>nd</sup> Floor Conference Room  
City Hall, 41 Green Street, Concord, NH

#### **Members Present:**

Dick Lemieux (Vehicle Traffic Safety Operations; Chair)  
Brent Todd (Council Representative)  
Craig Tufts, (Bicycling Community)  
Ursula Maldonado (Pedestrian and Trails Community)  
Jim Sudak (Public Transportation Representative)  
Sheila Zakre (At-Large)  
Rob Mack, Traffic Engineer (City Manager's Designee)

#### **Members Absent:**

Jennifer Kretovic (Council Representative)  
Rob Werner (Council Representative)

#### **Staff and Guests:**

Rebecca McWilliams – Resident

#### **1. Call to Order**

The Chair called the meeting to order with introductions by all attendees.

#### **2. Approval of Minutes**

The minutes of the September 28, 2017 meeting were approved with minor amendment (Motion-Todd; Second-Tufts; Unanimous).

#### **3. Presentations – None**

#### **4. Public Comment - None**

#### **5. New Business – None**

#### **6. Old Business**

##### **a. Bus Stop Snow Maintenance**

Sheila Zakre reported that she had met with the City Manager earlier this month to share the subcommittee's efforts to date and to seek advice on formulating realistic options for TPAC consideration. The Manager suggested two potential options based on his discussions with GSD, and with the objective to clear sidewalk waiting areas at the ten highest-use bus stops, including

maintenance of a pass-through area in adjacent curbside snow banks for walking access to/from the stopped bus. One option would be to ask Council to consider funding an item in next-year's budget that would either: allocate \$20,000 to hire two part-time employees to clear the bus stop areas both during and after snow events; or alternatively, allocate \$10,000 to hire one part-time employee to clear the bus stop areas immediately after snow events. Another option would be to ask Council to consider authorizing the Manager to overspend this year's budget by up to \$10,000 to hire one part-time employee to clear the bus stop areas immediately after snow events. The latter option would also act as a first-season test to better define costs and monitor effectiveness.

After consideration of the item, TPAC approved a motion that recommends that City Council authorize the City Manager to overspend the budget, if necessary, to keep the 10 highest-use bus stops free of snow during the 2017-2018 winter season (Motion Zakre, Second-Maldonado, with Sudak abstaining). Staff will forward TPAC's recommendation in a consent report for City Council consideration. This would include maintaining clear sidewalk waiting areas at each bus stop as well as a pass-through area in the adjacent curbside snow bank for walking access to/from the stopped bus.

## **7. Consent Reports**

### **a. Acceptance of Subcommittee Minutes**

The following subcommittee reports were accepted by unanimous consent: Bicycle/Pedestrian – September 5, 2017; and Public Transportation – September 19, 2017.

## **8. City Council Meeting Update**

Councilor Todd reported that at its October 10, 2017 meeting, City Council approved the following: authorization for the City to apply for a TIGER grant for development of the Merrimack River Greenway Trail; relocation of two bus stops from the Main/Pleasant intersection to the Pleasant Street crosswalk north of State Street; appropriation of a \$749,030.26 Highway Block Grant; and a referral to staff of a resident request for a 'Welcome to East Concord' sign at the Exit 16 roundabout.

Rob Mack noted that a 'Welcome to East Concord' sign is already being worked on by the East Concord Garden Club pursuant to their early involvement in the planning for the Exit 16 roundabout project. One of the large stones from the former Sewalls Falls Bridge pier has been set aside for location on the West Portsmouth Street approach to the roundabout. The Garden Club plans to have the subject message engraved onto this stone.

## **9. TPAC Referrals from City Council, Staff and Chair**

### **a. Referral from Councilor Kretovic regarding a resident request for review of the curb line constructed at the driveway to #244 N. State Street**

Rob Mack reported on behalf of Ed Roberge that an amicable resolution of the issue has been made with the property owner which involves minor curb modification at the driveway. A consent report for City Council regarding this referral would be prepared by staff.

### **b. Referral from Councilor Kretovic regarding a resident concern on traffic safety on Sewalls Falls Road at the Beaver Meadow School during parent pick-up/drop-off times.**

Rob Mack reported on staff review efforts to date, including observations of traffic, pedestrian and bicycle operation during school peak periods as well as review of police crash data. Crash history is very low in the area and not indicative of a safety problem. School zone signage is appropriate and includes a 20 mph speed reduction during school walking times. During traffic peaks, speeds appeared appropriate, crossing guards worked effectively to cross walkers at both school crosswalk locations, and aggressive/careless driving was not observed. Although vehicles exiting the school experienced long delays in turning from Second Street onto Sewalls Falls Road, the delayed period was short. Traffic volumes and delays at the intersection are quite low throughout the day and do not justify consideration of signalization or multi-way stop as requested in the referral.

Councilor Todd concurred with staff's finding. He felt that the parent pickup/dropoff period has been very well organized by staff and parents. The Chair noted that since this request was not forwarded to TPAC from Council, that a consent report back to them was not necessary. A communication of staff findings back to Councilor Kretovic, who was unable to attend tonight's meeting, was the appropriate response.

**c. Referral from Councilor Todd on behalf of Councilor Champlin regarding a constituent's concern on visibility of the bump-out on the corner of N. State Street and Washington Street.**

Councilor Todd noted the resident's concern was during dark or inclement conditions when visibility of the bump-out is difficult, especially when making the right turn from N. State Street to Washington Street eastbound. Rob Mack noted that TOC had addressed that issue some years ago, resulting with GSD painting a white edge line around the bump-out radius to enhance its visibility. He will notify GSD that it is faded and should be repainted to maintain appropriate reflectivity.

## **10. Status Report on Subcommittees**

**a. Traffic Operations Committee (TOC), Rob Mack**

Rob Mack reported that TOC did not meet this month. He also noted ongoing staff efforts for the Parking Committee regarding the narrow-street parking study.

**b. Bicycle/Pedestrian Committee (TPAC-BP), Craig Tufts**

Craig Tufts reported that CPD staff will attend the November 6, 2017, TPAC-BP meeting. It is hoped that this will be the first of a regular biannual meeting with CPD to share thoughts on bicycle enforcement and education. Following this report, TPAC attendees discussed NH's Three-Foot Law including potential for enforcement and public education. In the past, TPAC-BP had considered potential use of the 'three-foot rule sign' as used in some communities (e.g. Newport, NH) even though NHDOT does not accept the use of this sign.

**c. Public Transportation Committee (TPAC-PT), Sheila Zakre**

Sheila Zakre reported that TPAC-PT met last week and discussed: the Chair's follow-up meeting with the City Manager to discuss options for bus stop snow maintenance; CNHRPC's summary of public comments received at the September 19, 2017 public meeting for the CAT Service Study; and the potential installation of hand sanitizer units on buses.

## **11. Staff Updates**

**a. Loudon Road Corridor Improvements (CIP 19)**

Rob Mack reported that street and sidewalk work is generally complete and that select upgrades to the pedestrian traffic signals would be completed in the next few weeks.

Councilor Todd referred to last month's discussion of CPD enforcement efforts along Loudon Road on the Heights and suggested that it might be helpful and interesting to compare enforcement statistics both before and after the Loudon Road repaving project. Rob Mack would explore the suggestion with CPD, noting that a summary of enforcement actions might be added to CPD's year-end city-wide crash summary which is reviewed by TOC annually.

**b. Mountain/Shawmut/East Side/Exit 16 Roundabout (CIP 24)**

Rob Mack reported that the roundabout is generally complete including lighting and landscaping. Final pavement markings are expected in the coming week.

**c. Merrimack River Greenway Trail (CIP 543)**

Rob Mack reported that Administration advised against submitting an application for the new round of TIGER Grants. Staff had met with NHDOT and Pan Am Railway to solidify the prospect of acquiring the abandon rail right-of-way for rail-trail purposes, but an understanding with Pan Am could not be reached. Without a solid statement of support regarding the acquisition of the needed right-of-way, it was felt that the TIGER application would be premature at this time. The Chair noted

that the city should continue to work with NHDOT and Pan Am over the coming year in hopes that an amicable agreement can be reached in the future should another grant opportunity arise.

**d. I-93 Bow-Concord (NHDOT)**

Rob Mack noted that NHDOT continued to refine alternatives, although nothing new was reported in the last month. The NHDOT had previously indicated it hoped to arrive at some preferred alternatives by the end of the year.

**e. Storrs Street Extension North (CIP 18)**

Rob Mack noted the project is on hold pending development of a preferred alternative in Item 11d above.

**12. Other Discussion Items**

- a. Attendee Rebecca McWilliams noted that she was a Concord resident and very interested in joining TPAC. She recently submitted a letter of interest to the Mayor regarding a potential appointment. The Chair noted that it might take a few months for an appointment request to be approved but that she was welcome to participate in upcoming meetings and would be added to the TPAC's email list.
- b. Jim Sudak reported that CAP-BMCI and Friendly Kitchen planned to meet to discuss continuance of last year's winter transportation efforts for the upcoming winter season. CAT had distributed free bus tickets to patrons for trips to/from the facility, and Friendly Kitchen had provided a snow-removal service for the sidewalk along the I-393 Connector between N. Main Street and S. Commercial Street.
- c. Councilor Todd noted that the Planning Board is considering a developer's request to lift covenants and revise zoning in the Whitney Road area east of Hoit Road. The Planning Board recommended (for City Council consideration) the lifting of existing covenants that limit retail building size to 8,000 sf. The request to further revise zoning to allow increased development is still under Planning Board consideration pending a land-use planning study to include the whole Whitney Road corridor, including potential future extension to Sewalls Falls Road. When this study becomes available, it might be appropriate for TPAC review and feedback with respect to complete street design.

**13. Adjourn**

The meeting was adjourned by unanimous consent at about 9:00 PM.

Upcoming Meeting Dates:                    **November 16, 2017**  
    December 14, 2017  
    January 25, 2018