

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, April 24, 2014 - 6:00pm to 8:00pm
City Council Chambers

1. Call to Order/Introductions

Dick Lemieux, Chair, called the meeting to order. Those in attendance included:

Committee Members Present:

Dick Lemieux (At-Large - Chair)
Byron Champlin (Council Representative)
Craig Tufts, (Bicycling Community)
Brent Todd (Council Representative)
Tom Irwin (At-Large)
Ed Roberge, City Engineer (Staff Representative)

Committee Members Not Present:

Rob Werner (Council Representative)
Ursula Maldonado (At-Large)
Jim Sudak (Public Transportation Representative)
Rob Mack, Traffic Engineer (City Manager's Designee)

2. Approval of March 27, 2014 meeting minutes

The March 27, 2014 minutes as submitted were approved (Motion-Champlin; Second-Irwin; Unanimous).

3. Presentations

There were no presentations.

4. Public Comment

There was no public comment.

5. New Business

a. Discussion on 2015-2016 Legislative Policy Process regarding Complete Streets Policy, Dick Lemieux and Craig Tufts

Craig Tufts presented on previous email communications from Nik Coates and Dick Lemieux regarding the upcoming legislative policy process with NH Municipal Association (NHMA). Specifically, TPAC discussed supporting a statewide Complete Streets policy. Craig Tufts indicated that the cities of Dover, Portsmouth, and Keene support a statewide effort as well and that policy statements are due on April 25th. Following a brief discussion regarding the policy opportunity with NHMA, TPAC reviewed a draft statement authored by Craig Tufts and adopted a final revised document.

Ed Roberge suggested that such a statement supporting policy should come from

City Council. TPAC concurred. Ed Roberge suggested calling NHMA and explaining that policy statement support would need to come from City Council and the first consideration of the action would be at the May 12th meeting. TPAC concurred and staff was instructed to finalize the revised document and forward the document electronically for final approval.

6. Consent Reports

a. Approval of Subcommittee Minutes (Pedestrian, Bicycle, Public Transit, and Traffic Operations)

The following subcommittee minutes were reviewed and accepted by unanimous consent: Public Transportation – March 18, 2014.

7. City Council meeting update

At its April 14, 2014 meeting, City Council: accepted the TOC report on posted speed limit signs on Old Loudon Road.

8. TPAC Referrals from City Council, Staff and Chair

a. Referral from Councilor Herschlag regarding excessive traffic speeds in the West Village neighborhood in Penacook. (Council: 4/14/2014, TPAC 4/24/2014)

Ed Roberge reported that traffic data collection is underway and that the item will be referred to the Traffic Operations Committee (TOC) for findings and recommendations. The next TOC meeting is scheduled for May 20th.

9. Status report on subcommittees

a. Pedestrian Committee, Ursula Maldonado

Ursula Maldonado was not in attendance. Report was provided by Craig Tufts (see below).

b. Bike Committee, Craig Tufts

Craig Tufts reported that TPAC-Ped met jointly with TPAC-Bike in April. Walking access to the Friendly Kitchen was discussed and it is expected that once the City closes on the Tsunis property, a path will be constructed providing north-south access from the Friendly Kitchen to Storrs Street. The committee also discussed the winter walks completed earlier in the winter and a report of findings should be forthcoming.

Craig Tufts also reported that TPAC-Bike continues to work on the renewal application for the city's Bicycle Friendly Community recognition which is due in September. New priorities and initiatives related to bicycling in the city need to be summarized. TPAC-Bike also discussed that May is bike and pedestrian counting month throughout the community and volunteers are needed to collect data for performance monitoring.

c. Public Transit Committee, Tom Irwin

Tom Irwin reported that the TPAC-PT subcommittee evaluated the proposal from the Penacook Village Association to include a CAT service stop at the Penacook Community Center on Dolphin Street. Following review in the field, it was determined that the route would cause significant delays to the existing Penacook route as well as others and would have a cost impact. CAT has agreed to test use of

the Senior Transit Service to serve the Penacook Community Center on a six-month trial basis.

d. Traffic Operations Committee, Rob Mack

The Traffic Operations Committee did not meet in April so there was no report.

10. Staff Updates

a. Downtown Complete Streets Improvement Project - TIGER 2012 (CIP460)

Ed Roberge reported that a request for proposals for a Construction Manager/General Contractor (CMGC) had been advertised and two proposals were received. Evaluation of the proposals is underway. The goal is to create a city/contractor partnership to better manage the construction project with lower uncertainties and more realistic costs. It is a goal to begin construction on the Main Street project this spring/summer.

b. US Route 3 North Improvements (CIP 35)

Ed Roberge reported that bids for this year's road construction and streetscape improvements came in on-estimate. Merrill Construction was the lowest responsible bidder and a contract has been awarded. A public meeting was held on April 12, 2014 and construction is scheduled to begin on April 28th.

c. Sewalls Falls Bridge Replacement (CIP 22)

Ed Roberge reported that final design for a steel girder/concrete deck replacement bridge is underway. The project design team is evaluating some architectural features, vertical elements and sidewalk overlooks. The replacement bridge will be complete street compliant with a sidewalk and bike shoulders. The project anticipates advertising on November 1, 2014.

d. Loudon Road Corridor Improvements (CIP 19)

Ed Roberge reported that scope of work for design services is under review. It is expected that design will continue through 2014. Construction is anticipated in spring 2015.

e. I-93 Bow-Concord Study (NHDOT)

Ed Roberge noted that McFarland Johnson, Inc. has begun work on updating the corridor study and that no new information has been reported.

11. Old Business

a. Review/update Comprehensive Transportation Policy.

Members discussed Smart Growth America's review and ranking of Concord's Comprehensive Transportation Policy in their 2013 annual report. Revisions to the policy from the previous TPAC meeting were distributed and reviewed. Discussion of further revisions focused on areas where no points were scored for Concord's policy including context sensitive processes, design standards, and performance measurements. It was agreed that staff would provide draft language on context sensitive processes, design standards, and performance measures while TPAC members would review model overall model policy statements outlined in the Smart Growth America report. All agreed that strengthening Concord's policy would be

good for the community. It is expected that revisions will be distributed in the coming weeks and reviewed and discussed at the May TPAC meeting.

12. Adjourn

The meeting was adjourned at about 9:15 PM (Motion-Todd; Second-Irwin; Unanimous).