

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, December 18, 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)
Brent Todd (Council Representative)
Ursula Maldonado (At-Large)
Sheila Zakre (At-Large)
Jim Sudak (Public Transportation Representative)
Rob Mack, Traffic Engineer (City Manager's Designee)

Committee Members Not Present:

Rob Werner (Council Representative)
Byron Champlin (Council Representative)
Craig Tufts, (Bicycling Community)
Tom Irwin (At-Large)

Staff, Visitors and Guests Present:

None

2. Approval of November 20, 2014 meeting minutes

The November 20, 2014 minutes were approved as submitted (Motion-Todd; Second-Sudak; Unanimous).

3. Presentations

There were no presentations.

4. Public Comment

There was no public comment.

5. New business

a. Proposed consolidation of TPAC-Bike and TPAC-Ped subcommittees.

The Chair noted that TPAC had created the two subcommittees in 2008, with each functioning independently through 2013. Because of a reduced number of members on each subcommittee, joint meetings began in late 2013. Since the joint meetings began, feedback from members of both subcommittees has been positive and amicable. Because some members regularly attended both subcommittee meetings, the transition to a joint meeting had time-saving benefits

too. The proposal to consolidate the two subcommittees was approved by subcommittee members at their December 1, 2014 joint meeting.

TPAC members spoke favorably of the proposed merger of the two subcommittees. It was suggested that the new subcommittee work with staff to update the subcommittee web page. It was also noted that the joint meetings starting in late 2013 had been summarized on the TPAC-Bike web page, while the TPAC-Ped web page had shown no activity. TPAC approved the consolidation of the two subcommittees by unanimous consent.

6. Old Business

a. **Review/update Comprehensive Transportation Policy**

Included in the agenda package was a copy of the updated policy as approved by TPAC at last month's meeting. Also included for TPAC review was a draft resolution and TPAC report prepared by staff to accompany the amended policy submission to City Council in January for a February 13, 2015 public hearing. Having discussed a few minor edits, members concurred with both the draft resolution and accompanying report from TPAC.

b. **Report from the Public Transit Subcommittee outlining TPAC's recommendation to develop and implement a multi-year capital replacement program for CAT fixed-route buses.**

Jim Sudak noted that CAT received NHDOT approval of \$240,000 in grant funding for the purchase of a 'midi'-sized bus. It was also noted that at TPAC-PT's meeting earlier this week, there was insufficient information to further the subcommittee's discussion of the CAT multi-year capital replacement program. As such, the Chair deferred further discussion of the topic until the next meeting.

Jim Sudak described next year's revised downtown bus stop locations due to the Main Street reconstruction project. The CAT bus stop at Park Street will be relocated to Storrs Street beneath the state parking garage deck. TPAC members discussed the change, including CAT's considerations in selecting this location verses other alternatives. Jim Sudak noted that Centre Street and N. State Street were more difficult operationally due to parking, narrower street width and heavy traffic volumes.

7. Consent Reports

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

The following subcommittee minutes were accepted by unanimous consent: Bicycle and Pedestrian –November 3, 2014.

8. City Council meeting update

Councilor Todd noted Council's December 8, 2014 discussion of potential future applications for grant funding for Terrill Park to include possible enhancements related to the Merrimack River Greenway Trail.

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

- a. None

10. **Status report on subcommittees**

a. **Pedestrian Committee, Ursula Maldonado**

Ursula Maldonado reported that the pedestrian and bicycle subcommittees met jointly on December 1, 2014 and recommended consolidation of the two subcommittees. Select subcommittee members will meet tomorrow with the City Planner to discuss the bicycle master plan update. Also discussed was winter sidewalk maintenance.

b. **Bike Committee, Craig Tufts**

See 10.a above.

c. **Public Transit Committee, Tom Irwin**

Rob Mack relayed a message from Tom Irwin that the subcommittee met without a quorum on December 16, 2014. Further discussion of the CAT bus acquisition request was deferred to the next meeting. Attendees worked on the agenda for the January 20, 2015 subcommittee meeting to be held at the Smile Building and open to the public as well as methodology for reporting to City Council.

d. **Traffic Operations Committee, Rob Mack**

Rob Mack reported that TOC met on December 16, 2014 and discussed: TPAC's recommended update to the Comprehensive Transportation Policy; city-wide crash statistics; and winter sidewalk maintenance along Loudon Road.

11. **Staff Updates**

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

Rob Mack reported that construction activity has ended for the season. Work will resume next spring on the section of N. Main Street between Centre Street and Pleasant Street.

b. **US Route 3 North Improvements (CIP 35)**

Rob Mack reported that Phase 5 construction in the village was complete. The design of the final Phase 6 segment (Lilac Street to Borough Road) was planned for this winter, with construction to occur in 2015.

Councilor Todd noted that he has received a lot of positive feedback on the project from constituents. A number of folks who were initially opposed or doubtful regarding the roundabout now feel that it turned out to be a great improvement. The street lighting is felt to be very appealing with a nice even illumination level and an enhanced feeling of safety. Folks feel that the choker at Stark Street is quite effective. Other comments include: Boudreau Square is more open and easier to access; pedestrian crossings of Village Street are safer; and bicycle navigation through the downtown area is much easier and safer.

- c. **Sewalls Falls Bridge Replacement Project (CIP 22)**
Rob Mack reported that the bridge is now closed to all traffic. Engineering design of the new bridge continues and construction is anticipated to begin next year.
- d. **Loudon Road Corridor Improvements (CIP 19)**
Rob Mack reported that the design team is working on preliminary design and environmental study.
- e. **I-93 Bow-Concord (NHDOT)**
Rob Mack reported that the regional transportation model is still being developed by the NHDOT's consultant in coordination with CNHRPC. The NHDOT has recently contacted the city about assembling a Project Advisory Committee. The NHDOT's design team anticipates much public activity on the project in the coming year.
- f. **TAP application for funding for the MRGT**
Rob Mack reported that the application is still under review, with NHDOT selection of awarded projects anticipated in January.

12. Other Discussion Items

Attendees discussed street lighting and lighting levels in the downtown area, particularly with regard to safety. It was noted that street lighting and up-lighting for the Main Street project would be discussed at the January 12, 2015 City Council meeting. It was suggested that the topic would be mostly aesthetic (materials/fixtures), but that appropriate lighting intensity would be designed regardless of choice of fixtures (similar to that done on Village Street). It was also felt that lighting levels were low along Stickney Avenue between the bus terminal and Loudon Road. The Chair suggested that TPAC further discuss this item at its next meeting.

Adjourn

The meeting was adjourned at about 8:15 PM (Motion-Todd; Second-Maldonado; Unanimous).

Upcoming Meeting Dates: Jan. 22, 2015
 Feb. 26, 2015
 March 26, 2015