

**City of Concord  
Transportation Policy Advisory Committee**

**Meeting Minutes**

Thursday, March 24, 2011 - 6:00pm to 8:30pm  
City Council Chambers

**1. Call to Order/Introductions**

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

Committee Members Present:

Dick Lemieux (Resident - Chair)  
Ed Roberge (City Engineer - Staff Representative)  
Ursula Maldonado (Resident)  
Peter Rhodes (Bicycling Community)  
Jennifer Kretovic (Public Transportation)  
Frank Drouse (East Concord)  
Jim Sudak, Concord Area Transit (CAT)  
Alex Vogt (Pedestrian Community)

Committee Members Not Present:

Councilor Werner (City Council)  
Brent Todd (Penacook)  
Domenic Ciavarro (Large Employer)  
Tom Irwin (North/West Concord)

Staff, Visitors and Guests Present:

Rob Mack, Traffic Engineer – Staff Representative  
Craig Tufts, Planner, Central NH Regional Planning Commission  
Ginny Schneider, Director of Transportation, CAT

**2. Approval of February 24, 2011 meeting minutes**

Peter Rhodes made a motion to accept the minutes of the February 24, 2011 meeting. The motion was seconded by Frank Drouse. Following brief discussion, the meeting minutes were unanimously approved.

**3. Presentations**

**a. Concord Area Transit FY2011 2<sup>nd</sup> Quarter Progress Report, Jennifer Kretovic, Public Transit Committee Chair**

Jennifer Kretovic presented the final copy of the CAT FY2011 2<sup>nd</sup> Quarter Progress Report approved by the Public Transit Committee at its March meeting. Ursula Maldonado motioned to accept the report as final and forward the document to City Council for its April meeting. The motioned was seconded by Alex Vogt. Following a brief discussion, the motion passed unanimously. Ed Roberge will forward the final report to City Council for the April 11, 2011 meeting.

#### 4. Public Comment

There were no public comments at this meeting.

#### 5. Consent Reports

##### a. Approval of Subcommittee Nominations

##### i. Request from the Chair to accept a nomination of Ruairi O'Mahoney to the Public Transit Committee.

The Committee unanimously accepted the nomination of Ruairi O'Mahoney to the Public Transit Committee.

##### b. Approval of Subcommittee Minutes (Pedestrian, Bicycle, Public Transportation, Traffic Operations)

The Committee unanimously approved the meeting minutes of the Pedestrian, Bicycle, Public Transportation, and Traffic Operations Committee meetings.

#### 6. TPAC Referrals from City Council, Staff and Chair

##### a. Petition from residents of Horseshoe Pond Place to install a snow shelter at the bus and trolley stop and maintain the sidewalk to North State Street (*City Council: 2/2011, TPAC: 2/24/2011, 3/24/2011*)

Ed Roberge briefly reported on the status of this Council referral. Introduced at the February TPAC meeting, discussions continued in March. CAT staff reported that a bus could get access to the site and pick-up passengers at the front door of the Horseshoe Pond Place residences. This would eliminate the need for a bus shelter off-site but Jim Sudak noted that the overall bus route would be delayed by about 3 minutes to enter and exit the site. Understanding that bus route changes would be occurring following changes to the current trolley bus routes, timing will be incorporated in future route changes.

TPAC Public Transit as well as the full TPAC Committee believe that the sidewalk section in the referral is an important multimodal transportation network for this neighborhood and thus should be considered for some sort of priority maintenance treatment. TPAC acknowledged that resources are limited in General Services so changes to priority routes would need to be evaluated in the context of overall route plans. TPAC suggested that City Council consider this section of sidewalk critically important and that be considered when the current sidewalk priority winter maintenance areas be reconsidered following the consolidation of schools.

In related discussions, Dick Lemieux noted that cars parked in the NH Distributors parking lot adjacent to the sidewalk section often park on the sidewalk. TPAC noted that the owner should be notified and asked to not encroach upon the newly constructed sidewalk. Ed Roberge indicated that staff would put together such letter.

Ed Roberge indicated that staff would prepare a final report to City Council for TPAC acceptance. The final report will be presented to TPAC at its April meeting.

## 7. Status report on subcommittees

### a. Pedestrian Committee, Alex Vogt

Alex Vogt reported that the Pedestrian Committee met in March and discussed several items including the upcoming Green Commute Week and ADA sidewalk audit.

The committee submitted an application to the Federal Highway Administration (FHWA) for designation of Concord as a Walk Friendly Community. Results are due in mid-April.

The Pedestrian Committee received a presentation of the Merrimack River greenway Trail (MRGT) project by project team members in anticipation to the Council presentation in March.

The committee anticipates starting the comprehensive sidewalk audit program in April. Alex Vogt indicated the committee members discussed recent ADA regulations from Washington pertaining to trail access and multi-modal use. More details to follow following review of recent changes.

### b. Bike Committee, Peter Rhodes

Peter Rhodes reported that the Bike Committee presented the Bike Master Plan and the Merrimack River Greenway Trail (MRGT) project to City Council at its March 14<sup>th</sup> meeting. The Council meeting was well attended by supporters of the plans and Council made a number of positive comments and thanked the project teams for their efforts. City Council accepted the master plan and project report with enthusiasm. The Bike Committee will now focus its efforts on projects in support of the master plan.

Peter Rhodes reported that on April 4<sup>th</sup>, PSNH is sponsoring a presentation on the economic development benefits of trail projects. The meeting scheduled for 6:00 PM at PSNH's Energy Park in Manchester will focus on successful projects and their economic benefit to the community. All are encouraged to attend.

Dick Lemieux took a moment to recognize the efforts of Craig Tufts with the Central NH Regional Planning Commission (CNHRPC). Craig's diligent efforts on the Bike Master Plan and MRGT projects led to their success. TPAC members concurred and recognized Craig as well.

### c. Public Transit Committee, Jennifer Kretovic

Jennifer Kretovic reported that the Public Transit Committee (PTC) completed the Concord Area Transit (CAT) 2<sup>nd</sup> Quarter Report to City Council which was approved earlier.

In an effort to better understand the fiscal and service impacts of the FY2012 CAT Budget requests, the Public Transit Committee prepared a brief PowerPoint presentation outlining the NHDOT and City grant applications. The FY2012 CAT budget request outlines significant service reductions if the program remains funded at FY2011 levels. The presentation depicted comparison of FY2010 to FY2012 costs and service levels. Maps outline a level funding option, a service

maintenance option, and a CAT/TPAC recommended option. NHDOT and City funding remains unknown at this time. The committee anticipates lengthy discussion through the budget process and expects considerable public input.

Jennifer Kretovic reminded that committee that the committee will be hosting their April meeting during the day at St. Paul's Church on Centre Street on April 14<sup>th</sup> from 3:00 to 5:00 PM. The intent is to get participation from those that rely on bus transportation during the day.

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

Rob Mack reported that the Traffic Operations Committee (TOC) met in March and continued discussions on the bus pick-up/drop-off flashing conditions at Concord High School. The TOC also reviewed a number of requests including elimination of parking on Thorndike Street, closure of several downtown streets this summer to accommodate a bike race, and a request to remove the 4-way stop at the North Fruit/School Street intersection.

**8. TPAC Policy Objectives/Programs/Initiatives**

**a. City-wide Speed and Pavement Marking Policy Update**

While there was nothing new to report on the speed limit and pavement marking policy underway, Rob Mack noted that TPAC eliminated the separate Neighborhood Traffic Committee (NTC) last year and agreed that neighborhood traffic items would be review by TOC prior to action with TPAC. One of the goals of the NTC was to complete a detailed review of the City's Traffic Policy and streamline the decision steps involved. Efforts with members of TOC to resurrect that effort are underway for future presentation to TPAC.

**b. Concord Bike Master Plan/MRGT Update**

Refer to the Bike Committee report above for update on the Bike Master Plan and Merrimack River Greenway Trail project.

**9. Old Business**

**a. TPAC Accomplishments - Develop list for publishing**

Dick Lemieux reported that edits had been made to the comprehensive list but indicated that more time would be needed to refine the document for review and discussion by TPAC. Committee members will work on edits for review and discussion at the April TPAC meeting.

Dick Lemieux congratulated staff particularly the value of having a Traffic Engineer on staff. Rob Mack has done an outstanding job in keeping traffic operations and neighborhood issues active in the community.

**b. "Rethinking Main Street" - Downtown Streetscape Improvement Project**

Jennifer Kretovic reported that the project team has been focusing on downtown business evaluations and recommendations to move the project forward to City Council for final acceptance. The project team has spent a considerable amount of time attempting to quantify the economic benefits of streetscape projects and its effects on the community as a whole.

The project team continues to explore grant options including the FHWA Livability Grant which could be available in August 2011. The project team's goal is to complete the project documentation prior to that date to be ready if funding becomes available.

**10. New business**

Dick Lemieux noted that TPAC members with terms due to expire in April will be nominated by the TPAC Chair and forwarded to Mayor Bouley for acceptance with the exception of Dominic Ciavarro. A replacement for the large employer representative will be sought.

**11. Adjourn**

There being no other items to discuss, Ursula Maldonado made a motion to adjourn. The motion was seconded by Jim Sudak and unanimously supported.