

**CITY OF CONCORD
TRANSPORTATION POLICY ADVISORY COMMITTEE
MINUTES OF DECEMBER 7, 2023**

The Transportation Policy Advisory Committee (TPAC) met at 6:00 pm on December 7, 2023, in the Second Floor Conference Room at Concord City Hall, 41 Green Street.

Members Present: Mayor Bouley (Mayor), Councilor Todd, Councilor Brown, Gregory Bakos, Nicole Fox, Dick Lemieux, Ian McGregor, Boyd Smith, Craig Tufts

Members Absent: Councilor Rice-Hawkins, Terri Paige

Guests: None

City Staff: Mike Bezanson (City Engineer), Karen Hill (Transportation Engineer), Alec Bass (Senior Planner)

1. Call to Order

The Mayor called the meeting to order at 6:00 pm.

2. Introductions

3. Approval of Minutes

Approval of Minutes – October 26, 2023

The meeting minutes of October 26, 2023 were approved as amended.

Motion: Councilor Todd. Second: Bakos. Passed.

4. Public Comment

None.

5. New Business

a. Recap on 2023 and preparing for 2024 Committee goals and work plan.

Hill mentioned that currently the Master Plan update is programmed under CIP 563 in FY 2026 for a comprehensive update of the 2030 Master Plan adopted in 2008. Mayor Bouley recommended that TPAC ask administration and Council to update the budget to allow for the Transportation Chapter of the Master Plan to be executed first. He also recommended that maybe the Complete Streets Policy/Guidelines could be an effort in advance of the Transportation Master Plan chapter.

Mayor Bouley discussed the success the City has had in recent years with constructing new infrastructure but voiced concerns about the condition of our

existing infrastructure, mentioning the mast arm that fell over at Centre and North State Street earlier this year. Hill discussed that often with smaller intersection improvements, the cabinets and signals may be upgraded but not the mast arms due to their longer design life. Hill added that the Engineering Division is currently working with one of the City's on-call consultants to perform inspection on older mast arms to implement a plan for replacement and continued maintenance and inspection.

Lemieux added that this concept applies to many assets of the City, pavement life cycle for example. Mayor Bouley added parking garages would be another example where proper maintenance of these structures was not always executed and now they require larger cost projects to make them serviceable again.

Tufts asked if the City has an asset management program for these items, or signs for example. Hill suggested the first step would be to see what programs the City is currently using for asset management. Mayor Bouley asked if it would be possible for Staff to present findings to TPAC. Fox commented that one option could be a system the State is starting to use which may assist in merging data.

In looking at other 2023 goals, the Committee discussed items that would continue to carry importance into 2024. Fox mentioned that "Safe Routes to School" should be a high priority due to the recent School Board decision to relocate the Middle School to Broken Ground. Hill mentioned that this process could be possibly be managed within CIP 380. Tufts commented that a travel plan would be needed for the new school location.

Tufts recommended adding the Bow-Concord project on the list of 2024 topics. He expects the State and the City will be continuing design conversations.

Hill would like to see the Committee continue the development of a crosswalk policy to include placement/lighting/signing of crosswalks. She mentioned Staff has recently received many resident requests for these items. She asked if the Committee would like to move forward with this type of policy, or if crosswalks and streetlights continue to be dealt with as they are received. Tufts asked if there is an AASHTO policy. Hill was unaware but mentioned the State's policy is to only add a crosswalk if it is lit on both sides. A crosswalk near the Abbott-Downing school was recently brought up, which is currently un-lit. McGregor felt that a policy should be implemented, but does not believe the solution for every crosswalk should be to add a light. Other options of better signage and fluorescents are important, but agrees with consistency.

The Committee felt that a crosswalk policy and an asset management program are important. Mayor Bouley believes greater investment in restriping may be a cost-effective measure to consider for crosswalk visibility.

Tufts suggested a meeting to discuss all of the projects impacted by the removal of the Langley Parkway project to review and prioritize solutions impacted by that decision to assist in planning and CIP. Smith brought up that segmented construction projects work to improve certain areas, but consideration should be made to connect these locations. Access to the Hospital which is only accessible by going through center of Concord and impact to those intersections may be a higher priority now. Brown suggested the corridor be turned into an east-west bicycle/pedestrian facility. Lemieux mentioned that TPAC has always supported it as a greenway with vehicular/bicycle/pedestrian facilities due to the hospital being a regional facility with access from only one side.

Fox asked what the City-Wide Speed Limit Study was. Hill said this was an initiative started by Rob Mack but was pushed out to become a part of the master plan conversation, since it was a City-wide issue.

Mayor Bouley believes at some point a loading and unloading policy for downtown will need to be considered. Many ride-share and other users are now using the middle lane often restricting crosswalk visibility. Hill mentioned that some of these conversations have happened, and suggested that maybe when it comes time to resurface the road only placing cobbles in the areas intended for loading.

b. *Preliminary discussion on transportation CIP project priorities.*

The Committee agreed this was discussed under item 5a, above.

c. *Member recognition*

Hill recognized Mayor Bouley, Dick Lemieux, and Councilor Rice-Hawkins for their years of service on the Committee, as this will be their last meeting.

Councilor Todd extended his appreciation for Mayor Bouley's direction and insight from the formation of the Committee and Dick Lemieux's service, impact, knowledge, and innovation throughout his time as Chair.

6. Old Business

None.

7. Consent Reports

a. *Acceptance of Subcommittee Minutes*

- i.* TPAC-BP – February 6, 2023 and September 11, 2023 we accepted by consent.

ii. TPAC-PT – None.

8. City Council Meeting Update

Hill mentioned that the two parking referral reports that were discussed at the September 28, 2023 TPAC meeting, were approved by consent.

9. TPAC Referrals from City Council, Staff and Mayor

- a. *Referral from TPAC-BP Subcommittee recommending a traffic study, survey and possible funding to perform engineering work on North Main Street.*

Hill mentioned that Staff believes N Main Street between Storrs Street and Bouton Street is likely to be resurfaced in the next 5 years. Bass presented a summary of the TPAC-BP meeting where the Subcommittee reviewed options to improve pedestrian safety and bicycle mobility and decided that a traffic study would most likely be needed to analyze if a 3 or 5 lane cross section is required.

Hill presented some vehicle accident data, summarizing that there have been approximately 23 accidents/year along this corridor at intersections alone. In addition, there have also been about 1.4 pedestrian/bike accidents per year as well.

Lemieux made a motion to create a CIP for N Main Street from Storrs Street to the Bouton Street/I-393 Intersection and recommend a traffic impact study be conducted this coming year. Seconded by Councilor Todd. All in favor. The motion passed.

- b. *TPAC-BP request to appoint Nicole Fox to the Subcommittee.*
Councilor Todd made a motion to appoint Nicole Fox to the Bike-Ped Subcommittee, and to affirm all existing members of the Subcommittee. Second: Lemieux. Passed.

10. Status Report on Subcommittees

- a. *Traffic Operations Committee (TOC), Karen Hill*
No November meeting, no update.
- b. *Public Transportation Subcommittee (TPAC-PT), Terri Paige*
Paige was absent. Next meeting is scheduled for January 9th.
- c. *Bicycle / Pedestrian Committee (TPAC-BP), Craig Tufts*
Tufts confirmed that relevant topics were discussed above under items 9a and 9b.

11. Project Updates (Staff)

a. CIP #17 – Sidewalk, Bikeway and Streetscape Improvements

Hill provided an update that the conceptual sidewalk plans have been included as a bid-alternate in the City's Paving Project bid, which is currently open. More information will be provided once bids are opened.

b. CIP #31 – McKee Square Intersection Improvements

Hill mentioned that a recent traffic study was completed and that results will be discussed at an upcoming City Council meeting and within a public forum. Tufts shared that the project has been included in the NHDOT's DRAFT Ten Year Plan.

c. CIP #520 – Intersection Safety Improvements (Sewalls/Abbott)

Hill provided an update that the improvements have been included as a bid-alternate in the City's Paving Project bid, which is currently open. More information will be provided once bids are opened.

d. CIP #543 – Merrimack River Greenway Trail

No update provided.

11. Other Discussion Items

None.

12. Adjourn

On a final motion made by Mayor Bouley, seconded by Lemieux the meeting adjourned at 7:42 pm by unanimous consent.

13. Upcoming Meeting Dates

January 25, 2024

February 22, 2024