## City of Concord Transportation Policy Advisory Committee

### **Meeting Minutes**

Thursday, November 29, 2012 - 6:00pm to 8:30pm City Hall - 2<sup>nd</sup> Floor Conference Room

### 1. Call to Order/Introductions

In Dick Lemieux's absence, Ed Roberge called the meeting to order. Those in attendance included:

### Committee Members Present:

Tom Irwin (North/West Concord)
Craig Tufts, (Bike Community)
Brent Todd (Penacook)

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Ursula Maldonado (At-Large)

Alex Vogt (Pedestrian Community)

Ed Roberge, City Engineer - Staff Representative

### Committee Members Not Present:

Dick Lemieux (Downtown - Chair) Jennifer Kretovic (City Council) Keith Nyhan, City Council Jim Sudak (Concord Area Transit) (Public Transit) Rob Werner, City Council

### Staff, Visitors and Guests Present:

Rob Mack, Traffic Engineer - Staff Representative

2. Approval of September 27, October 3, October 10 and October 17, 2012 meeting minutes Given the lack of quorum for this meeting, approval of the September and October meeting minutes was deferred to the December TPAC meeting.

#### 3. Presentations

a. US Route 3 Corridor (North) Improvement Project – Phase 5, Ed Roberge Ed Roberge presented the Phase 5 improvements of the US Route 3 Corridor (North) Improvement Project referring to several graphic plans displayed on the wall board. This phase of the 6-phase US Route 3 project includes improvements from the Boscawen Town Line to Stark Street. Ed Roberge noted that staff has sponsored four public meetings and a fifth meeting is scheduled for Saturday, December 8th in Penacook at the United Church on Canal Street.

The rendered concept plans depict corridor improvements including two travel lanes, bikes lanes, and reconstruction of sidewalks. The scope of work includes removal and recycling of the concrete roadway base as has been done in previous phases of the project. The main focus at the public meetings has been on improvements at the Village/Lilac/Meter intersection, the Village/Washington

intersection, and the Village/Canal intersection. Staff has developed a detailed and extensive traffic model on the Synchro software depicting the existing conditions, a STOP sign condition, traffic signals, and roundabouts.

Concept plans outline intersection alternatives including the realignment of the Village/Lilac/Meter intersection, a stop-sign controlled, a traffic signal controlled, and a roundabout alternative at the Village/Washington intersection, and a stop-sign and traffic signal controlled alternative at the Village/Canal intersection. Staff reported that a roundabout alternative is not feasible at the Village/Canal intersection given the limited right-of-way and proximity to adjacent buildings.

Ed Roberge reported that at previous public meetings, including the last meeting on October 6th, the public consensus supported the realignment of the Village/Lilac/Meter intersection. While no formal consensus on the two other intersections was sought, the public weighed in on both traffic signals and roundabout options. With respect to traffic signals, the general consensus if traffic signals were considered was to limit the consideration to single-lane approaches noting that multi-lane facilities for turning lanes would remove too much parking, although future traffic signal performance would be reduced without adding left-turn lanes. Additionally, while some of the public supported the traffic calming benefits of a roundabout, the initial concept sketch presented depicted a considerable loss of parking. Based on comment, staff agreed to further refine the concept plans of the three alternatives, 1) a traffic calming alternative with stop-sign controls, 2) a traffic signal alternative with single-lane approaches, and 3) a roundabout alternative. The plans presented at TPAC although not complete - will be similar to those presented at the December 8th meeting.

Following discussion, TPAC members noted the overall benefits to traffic speed reduction, capacity, and pedestrian safety that the roundabout option offers and unanimously endorsed the roundabout alternative. A summary of the December 8th public meeting will be provided at the December TPAC meeting.

#### 4. Public Comment

There were no members of the public in attendance to comment.

### 5. Consent Reports

a. Approval of Subcommittee Minutes (Pedestrian, Bicycle, Traffic Operations)
Given the lack of quorum for this meeting, approval of the subcommittee meeting notes was deferred to the December TPAC meeting.

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

a. Referral from City Council following a request by the residents of Horseshoe Pond Place to consider bus route schedule and stop changes that would reduce overall delay between route transfers. (Council: 8/29/2012).
 Ed Roberge noted that this matter is under consideration by the Public Transit subcommittee and a final action report has yet to be developed.

- b. Referral from City Council to consider establishing a No Parking, Standing, Stopping zone along Conant Drive between South Street and Rundlett Street to mitigate adverse effects of parking for traffic related to school dropoffs/pick-ups at the Abbott-Downing Elementary School. (Council: 10/9/12). Rob Mack reported that the Traffic Operations Committee (TOC) has reviewed this referral and has been monitoring parking within the neighborhood over the past 2 years. Rob Mack noted that the new school drop-off/pick-up process is now in place and the School District is monitoring its effectiveness and considering changes. Engineering staff will continue to work with school district staff which clearly needs more encouragement to use the new driveway instead of dropping students off on the neighborhood streets. A formal TOC response will be presented to TPAC for their consideration.
- c. Referral from City Council to consider installing Multi-Way STOP at the intersections of Broadway and Allison Street, and Broadway and Pillsbury Street. (*Council:* 10/9/12).

Rob Mack reported that the Traffic Operations Committee (TOC) has reviewed this referral and has prepared a report to City Council for their December meeting outlining that warrants for the use of stops signs along Broadway at the subject intersections have not been met and therefore is not appropriate to install the stop signs. The TOC considered traffic volumes, speeds, crash history, and pedestrian crossings, in its determination. No further action is required on this referral.

d. Referral from City Council to consider removal and installation of STOP signs at Heather Lane intersections, including: installation of a STOP sign on the New Meadow Road eastbound approach to Heather Lane; installation of a STOP sign on the Gabby Lane eastbound approach to Heather Lane; and removal of the STOP sign on the Heather Lane northbound approach to Gabby Lane. (Council: 10/9/12).

Rob Mack reported that the Traffic Operations Committee (TOC) has reviewed this referral and developed a sketch depicting the stop sign request. Rob Mack indicated that as required in the City's Traffic Management Policy, the next step would be to convene a public meeting to consider such requests. In discussions with Councilor Nyhan, a public meeting would not likely be convened until after the holiday season. An update on this referral will be provided at the December TPAC meeting.

# 7. Status report on subcommittees

a. Pedestrian Committee, Alex Vogt

Alex Vogt reported that the Pedestrian Committee did not meet in November but that its next meeting is scheduled for Thursday, December 6<sup>th</sup>.

#### b. Bike Committee, Craig Tufts

Craig Tufts reported that the Bike Committee met on November 5<sup>th</sup> and continued its discussion on recreational bike routes and spent a considerable amount of time discussing the Main Street project. The next Bike Committee meeting is scheduled for Monday, December 3<sup>rd</sup>.

### c. Public Transit Committee, Councilor Jennifer Kretovic

In Councilor Kretovic's absence, there was no Public Transit Committee report.

## d. Traffic Operations Committee, Rob Mack

Rob Mack reported that the Traffic Operations Committee (TOC) met on November 20<sup>th</sup> and considered the above referrals. Additionally, TOC considered the list of CIP projects and began prioritizing them. TOC also considered a request to remove the flashing beacon at the intersection of Pembroke Road and Canterbury Road.

### 8. Staff Updates

## a. CIP460 Downtown Complete Streets Improvement Project - TIGER 2012

Ed Roberge provided a brief update on the Main Street Improvement Project. City Council at its meeting on November 26<sup>th</sup> accepted the report from the Main Street Project Advisory Committee (PAC) outlining recommendations for design criteria for the project. These recommendations allow staff to work with the project design team and offers flexibility for options.

Ed Roberge also noted that staff met with the consultant design team to specifically develop a project website. Development is underway with anticipation to go live with a new website by mid-January. More detail to follow.

### 9. Old Business

### a. FY2014-FY2023 CIP Project Priority Review

As in previous years, Ed Roberge distributed CIP project priority worksheets to TPAC for their annual capital program evaluation. Given the lack of a quorum, it was agreed that worksheets will be forwarded to committee members and will be due back by December 17<sup>th</sup> for consideration at the December 20<sup>th</sup> TPAC meeting. Staff will prepare and distribute the worksheets to members by the early part of the week of December 3<sup>rd</sup>.

### 10. New business

#### a. Nomination of David Newall

Ed Roberge noted that the nomination of David Newall to TPAC had been pulled from the City Council consent agenda by Councilor Kretovic. David Newall had contacted Council and staff that given a recent change in another voluntary group that he participates with, he would not be able to adequately dedicate the time to TPAC and therefore needed to withdraw his nomination.

### b. Loudon Road Traffic Signals at Post Office Plaza

Brent Todd noted he has observed on several occasions in the evening that the traffic signals at the driveway to the post office plaza on Loudon Road tend to hold on green on Loudon Road for what seems to be quite a long time – and at times when there is no traffic along Loudon Road. He noted that the purpose of this report was to express concern that he observed motorist violations in running the red light through the intersection on several occasions.

Rob Mack noted that others have made a similar comment and the green time along Loudon Road is part of the overall traffic coordination of the 11 traffic

signals along that busy arterial corridor. Rob Mack indicated that staff will review the coordination timing and perhaps consider some changes. Brent Todd recalled the time was between 8:00 – 8:30 PM on the weekday when he was delayed.

## c. Washington/Centre Street Intersection Concerns

Tom Irwin noted that he has noticed difficulty at the intersection of Washington Street and Centre Street where traffic speeds are high and the crosswalk width is long at this skewed intersection. Ed Roberge indicated that this matter was previously reviewed by TOC and was identified as an improvement location as part of the White Park Master Plan. The idea is to relocate Washington Street to be perpendicular to Centre Street which would reduce the crosswalk widths along Centre and Washington Street.

Although no specific CIP project has been created for that intersection improvement, Ed Roberge note CIP520 Intersection Improvement generally couple funds with the city-wide paving program to complete intersection improvements such as that considered. Ed Roberge suggested that TPAC could identify this intersection as more a priority and place it in an upcoming program year.

### d. TPAC Meeting Day and Location

Ed Roberge noted that TPAC has discussed potential changes to the meeting day – currently the 4<sup>th</sup> Thursday of the month (Except November and December) as well as the meeting location – currently Council Chambers. This meeting was held in the City Hall 2<sup>nd</sup> Floor Conference Room which seems to work out well. These items will be considered at the December TPAC meeting.

### 11. Adjourn

With no further items to discuss; Ursula Maldonado made a motion to adjourn the meeting. The motion was seconded by Craig Tufts. The motion carried unanimously and the meeting adjourned.