

**CITY OF CONCORD**  
**TRANSPORTATION POLICY ADVISORY COMMITTEE**  
**MINUTES OF July 23, 2020**

The Transportation Policy Advisory Committee (TPAC) met at 6:00 p.m. on July 23<sup>rd</sup>, 2020.

*Due to the Covid-19/Coronavirus Pandemic and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, the Transportation Policy Advisory Committee was authorized to meet electronically. The City of Concord utilized the WebEx platform for this electronic meeting. There was no physical location to observe and listen to the meeting, which was authorized pursuant to Governor Sununu's emergency Order #12 pursuant to Executive Order 2020-04.*

*All members of the Committee had the ability to communicate during this meeting through the WebEx platform, and the public had access to listen and participate in this meeting as necessary.*

Members Present: Dick Lemieux, Chair  
Councilor Brent Todd  
Councilor Meredith Hatfield  
Greg Bakos  
Ursula Maldonado  
Terri Paige  
Craig Tufts

Members Absent: Mayor Jim Bouley  
Councilor Rob Werner  
Rebecca McWilliams

City Staff Members: Dave Cedarholm, City Engineer  
Karen Hill, Transportation Engineer  
Sam Durfee, Senior Planner

Guests Present: Jason Gallant, HDR Project Manager  
Rosie Jaswal, HDR Consultant  
Rick Plenge, HDR Consultant  
Roch Larochelle, HDR Consultant

**1. Call to Order**

The Chair called the meeting to order.

**2. Approval of Minutes**

The minutes of the June 25, 2020 meeting were approved as amended (Motion – Hatfield; Second – Maldonado; Unanimous).

**3. Public Comment**

No public comments.

**4. New Business**

**a. HDR, the City's Consultant, presented preliminary alternatives for the Loudon Road Bridge Project.**

HDR Consultants, Jason Gallant, Rosie Jaswal, Roch Larochelle, and Rick Plenge attended the TPAC meeting to present information on the Loudon Road Bridge Study and discuss preliminary alternatives to the bridge cross section and surrounding intersections. The Engineering Study is expected to be completed in the fall with final design to follow thereafter. The construction is currently programmed for calendar years 2023/2024.

HDR's presentation included Loudon Road traffic volumes, crash data analysis, several roadway layout concepts for improved mobility and safety, and a visual traffic simulation. HDR felt confident that all options presented were viable for inclusion with the future I-93 design plans.

TPAC and HDR members discussed concerns and addressed comments on various options, including median island widths, traffic flows, snow removal, bus routes, and the shared-use path functions. TPAC members unanimously supported the shared-use path as the preferred option and many felt it would be worth the added investment to increase safety for pedestrians and cyclists wanting to access Fort Eddy Road and Downtown as well as provide a future connection to the Merrimack River Greenway Trail and the Opportunity Corridor. TPAC requested a second HDR presentation when they are further along in the study process. TPAC members agreed to table an action on this item and add it to the agenda for future discussions once more data was collected and design elements were determined. At that time they would likely formalize recommendations to City Council.

**b. TPAC members discussed the formation of Neighborhood Traffic Subcommittee.**

Karen Hill, Dick Lemieux, Ursula Maldonado, Councilor Hatfield and Councilor Todd volunteered to participate. Greg Bakos offered to be a technical advisor/on-call consultant as time would allow. Tufts commented that public recruitment from the Heights would be ideal. Councilor Hatfield offered to reach out to Councilor Bouchard and the At-Large Councilors for assistance in recruiting constituent participation. Councilor Todd added that a formal Council communication should be made to reach a city-wide audience. Cedarholm noted the online Zoom/WebEx format suited itself very well for future subcommittee meetings to engage and allow for broader attendance from the public.

Hill emphasized that the purpose of this committee would be to proactively review and respond to city-wide traffic concerns with a policy or process that TOC members could utilize in decision making. Durfee commented that this committee would be public facing with Council and resident participation which would make it different from TOC which is composed of City staff. TPAC members agreed to review and comment on possible updates for the City's Traffic Management Program (TMP) used by the prior Neighborhood Traffic Subcommittee. The chairs and/or co-chairs will be determined at the next TPAC meeting.

**5. Old Business**

TPAC members previously agreed to table the item to finalize TPAC's Council Report in response to Mayor Bouley's TPAC discussion on October 24th, 2019.

**6. Consent Reports**

No Subcommittees meeting minutes were reviewed or accepted at this meeting.

**7. City Council Meeting Update**

- a. Councilor Todd informed the committee that City Council approved \$456,000 for the engineering design of a multi-lane roundabout at Hoit & Whitney Road and other transportation improvements related to the proposed Interchange Development at Exit 17. Council approval included a check-in after the 30% design is completed to give them the option of moving the project forward to 100%. TPAC members requested to get an advanced preview at the 30% design stage to provide their comments and feedback. Cedarholm commented that the developer and their consultants would be presenting their conceptual site plan at the August Planning Board meeting for a Design Review.

Councilor Hatfield also noted that TPAC might find Council's response to COVID-19 interesting as they approved to continue the temporary use of sidewalks and right-of-way for restaurant's outdoor seating. It was discussed that it will be interesting to see if they allow continued use after the pandemic. Lemieux commented that cones and concrete barriers at The Draft restaurant were causing some choke points in the travel lanes. Hill agreed to pass on to Code Administration.

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

**a. Referral from Councilor Pierce regarding request for a crosswalk at the intersection of Horse Hill/Carter Hill/Bog/River Road intersection.**

Hill commented that Engineering would be deploying traffic counters to collect data needed for a formal traffic study in regards to converting the intersection from a two-way stop to a four-way stop. The counters would be for vehicles only, pedestrian counts could be done during peak times. An AutoCAD drawing is also in progress. Lemieux asked about a mini roundabout option, to which Cedarholm countered that it wasn't considered, but there might not be enough space. Lemieux also commented that pedestrian counts are needed to determine the cost vs. benefit of any proposed changes.

**9. Status Report on Subcommittees**

**a. Bicycle/Pedestrian Subcommittee (TPAC-BP)**

Tufts commented that he, Hill, and Durfee are continuing review of the sidewalk priority list.

Durfee noted that he had developed ranking criteria to help develop the sidewalk priority list and requested TPAC's approval. TPAC members reviewed and discussed that safety and existing demand criteria were the most important.

Durfee inquired about adding Boyd Smith, a new member to the sub-committee. TPAC confirmed that the Bike Ped Sub-Committee could appoint members anytime without Council approval.

Durfee also discussed changes to the City's Zoning Ordinances in regards to adding minimum bicycle parking guidance. TPAC members agreed that formalizing this would be ideal for the community.

**b. Traffic Operations Committee (TOC)**

Hill reported no new updates as the TOC meeting was scheduled for July 28<sup>th</sup>.

**c. Public Transportation Subcommittee (TPAC-PT)**

Terri Paige stated that the TPAC-PT Committee would be meeting August 4<sup>th</sup>. She note that they're testing and planning for COVID-19 sneeze guards to be installed on all busses to allow bus routes to be back to full capacity.

Councilor Hatfield asked Paige about the southern end of Storrs Street bus stop as she had witnessed that the bus stop creates challenges for vehicles exiting the Market Basket plaza that can't see around the bus. Paige responded that the bus stop was installed for the housing development in the area. She noted that CAT is currently evaluating stops for efficiencies and agreed to add this to the review list.

**10. Staff Updates**

**a. Storrs Street Extension (CIP 18)**

Cedarholm commented that this is on hold due to funding challenges relating to COVID-19.

**b. Whitney Road/Hoit Road Intersection (CIP30)**

No new items were discussed. Cedarholm mentioned that Whitney Road Extension could be a viable UNH Capstone project idea.

**c. Merrimack River Greenway Trail (CIP543)**

The Terrill Park construction is nearing completion. A kiosk will be installed soon. The City submitted a letter of intent to pursue grant funding that could help launch the next phase of the project which includes the boardwalk.

**d. Langley Parkway Phase 3 (CIP40)**

No items were discussed.

**e. Loudon Road Bridge (CIP 588)**

Discussed as Item 4a.

**f. I-93 Bow-Concord / Storrs Street Extension North**

This project is on hold due to NHDOT's budget constraints.

**11. Other Discussion Items**

Lemieux let everyone know that Sheila Zakre's TPAC membership expired and she opted not to renew. Ryan Buchanan also resigned from TPAC due to his busy schedule.

Maldonado asked Hill about the status of the Hoit Road/Mountain Road NHDOT signage. It was mentioned that some of the vegetation was cleared around the powerlines which seemed to improve sight distances. Hill noted that she spoke with NHDOT about the City potentially submitting an application for the intersection to be considered for an RSA study. Hill stated that she would reach out to NHDOT about the signage and would follow up at the next meeting.

**12. Adjourn**

The meeting was adjourned by unanimous consent at approximately 8:55 p.m.