

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, January 24, 2013 - 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:

Jennifer Kretovic (City Council)
Dick Lemieux (Downtown - Chair)
Tom Irwin (North/West Concord)
Craig Tufts, (Bike Community)
Brent Todd (Penacook)
Ursula Maldonado (At-Large)
Alex Vogt (Pedestrian Community)
Jim Sudak (Concord Area Transit) (Public Transit)
Ed Roberge, City Engineer - Staff Representative

Committee Members Not Present:

Keith Nyhan, City Council
Rob Werner, City Council

Staff, Visitors and Guests Present:

Rob Mack, Traffic Engineer - Staff Representative

2. Approval of December 20, 2012 meeting minutes

Given that the minutes for the December meeting were not complete, the item was deferred to the February meeting.

3. Presentations

There were no presentations at this meeting.

4. Public Comment

There were no members of the general public in attendance at the meeting.

5. Consent Reports

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

Members of the committee unanimously accepted the minutes of the Pedestrian (December 6th), Bike (November 5th and December 3rd), Public Transit (December 11th), and the Traffic Operations Committee (November 20th and December 18th) meeting.

6. TPAC Referrals from City Council, Staff and Chair

- a. **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 drop-offs/pick-ups at the Abbott-Downing Elementary School. (Council: 10/9/12, 12/20/12).**

Rob Mack reported that this referral from Councilor Nyhan had been previously reviewed by the Traffic Operations Committee (TOC) and TPAC and that the matter continues to be monitored by staff and the school district. A meeting was recently coordinated by staff and the school district where vehicle drop-off/pick-up, bus stop locations, and crosswalk locations were reviewed.

Rob Mack noted that the TOC met in January and discussed this matter and agreed to defer the item until February to allow the school district to reach out to parents to change processes. Committee members report the morning drop-off process works well but the afternoon pickup is the problem.

- b. **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, 12/20/12).**

Rob Mack reported that staff will be coordinating a neighborhood meeting to be held at the March TPAC meeting.

7. Status report on subcommittees

- a. **Pedestrian Committee, Alex Vogt**

Alex Vogt reported that the Pedestrian Committee met on January 7th and discussed the Main Street improvement project, pedestrian access to and from the Friendly Kitchen site and the need to plow area sidewalks, and the need for a bus stop in the vicinity of the Friendly Kitchen site.

- b. **Bike Committee, Craig Tufts**

Craig Tufts reported that the Bike Committee met in January and reviewed bike parking preferences on Main Street. The discussions focused on types of bike racks that could be used and locations. The Bike Committee also discussed the development of a bike counting program.

- c. **Public Transit Committee, Jennifer Kretovic**

Councilor Jennifer Kretovic reported that the Public transit Committee did not meet in early January but would be meeting on January 29th. CAT held a public meeting in early January to outline and discuss bus route changes. Councilor Kretovic also reported that the committee discussed bus stop locations particularly the North State Street/Penacook Street location.

d. Traffic Operations Committee, Rob Mack

Rob Mack that the Traffic Operations Committee (TOC) met in January and discussed several referrals from Council including a request to enforce the “No Right on Red” violations at the Loudon Road/Fort Eddy Road intersections. Rob Mack also reported that due to snow narrowing roads with on-street parking, the Fire Department expressed concern with Prospect Street. Temporary parking restrictions will be considered. The TOC also reviewed annual traffic accident data.

8. Staff Updates

a. Downtown Complete Streets Improvement Project - TIGER 2012

Ed Roberge presented the latest design layout plans and invited comments from the committee. The design layout presented included the 2-lane roadway section with a traversable center median, a mix of angled and parallel parking throughout the project area and 18'+ wide sidewalks in the central core area (Pleasant to Centre/Loudon). The design layout was referred to as the balanced sidewalk approach. Ed Roberge noted that given a narrow width in some sections along South Main Street, sidewalk widths are much narrower - but generally no less than 13' wide. The streetscape is made up of a 1.5' curb zone, 7.5' street furniture zone, an 8' wide pedestrian zone, and generally a 2' building zone. Actual dimensions vary through the corridor. This layout allows for a transformative change to downtown as has been requested by the Project Advisory Committee (PAC) and the general public. Space will be reserved for public art and staff is coordinating with local arts agencies for opportunities to create unique areas.

Ed Roberge reported that a NH Listens Session is scheduled for Monday, February 4th at 6:30 PM at the Grappone Center to solicit plan review comments from the general public. All TPAC members are encouraged to attend and participate.

TPAC discussed the plans and generally support the layout plan. Alex Vogt asked if staff was still considering a roundabout at the intersection of Pleasant and Main. Ed Roberge indicated that considerable time has been spent analyzing the intersection and it just does not seem to work for a roundabout.

Ed Roberge indicated that the project plans go to a public hearing before City Council on February 11th with the hope to get Council to endorse the layout plans and consider closing Phenix Avenue to vehicular traffic.

b. US Route 3 Corridor (North) Improvement Project - Phase 5

Ed Roberge reported that at their meeting on January 14th, City Council accepted the final design report by staff recommending corridor improvements along Village Street including a roundabout at the intersection of Village/Washington and a future traffic signal at Village/Canal.

Additionally, City Council accepted a proposal to relocate overhead utility lines within the Penacook Village area underground and requested that staff prepare an appropriation resolution for consideration in February. If accepted, the matter will be set for a public hearing in March. In considering the major utility work, staff indicated that construction on the roadway/streetscape improvements would be deferred until 2014 anticipating that the utility relocation effort would continue through 2013.

9. Old Business

a. FY2014-FY2023 CIP Project Priority Review

Ed Roberge distributed copies of the CIP program worksheets and reviewed project categories including intersections, street corridor improvements, streets – new construction, and sidewalks and streetscapes.

With respect to intersections, the committee concurred that the Exit 16/Mountain Road Intersection Improvement project (CIP24) should be completed before the McKee Square Improvement project (CIP31). The committee considered the placement of projects within the remaining categories and concurred.

Ed Roberge reported that the final worksheet including rankings from the TOC, TPAC, and staff will be provided to City Council at their upcoming CIP outyear review meeting.

b. TPAC Meeting Days and Locations

As a follow-up to brief discussion on this matter at the December meeting, Ed Roberge noted TPAC currently meets on the 4th Thursday of each month at 6:00 PM in Council Chambers. The consensus of the committee was to maintain the meeting day and consider moving the meeting to City Hall. Staff will check availability.

10. New business

a. Concord Area Transit – Quarterly Report

Councilor Kretovic distributed the FY2012-Q4 and FY2013-Q1 quarterly progress reports to the committee for review. Following review and a brief discussion, Ursula Maldonado made to motion to accept the reports and forward them to City Council. The motion was seconded by Brent Todd. The motion carried unanimously. Ed Roberge stated that the quarterly reports would be finalized and forwarded to City Council on their February agenda.

b. Sewalls Falls Bridge Replacement Project Update

Upon request by the Committee, Ed Roberge provided a brief update on the progress of the Sewalls Falls Bridge Replacement Project. A public meeting was held on January 23rd where better than 100 people attended and provided input on the project alternatives. As the committee is aware, a detailed inspection and structural analysis was completed in late 2012 and based on those findings, staff recommends replacement of the existing truss structure bridge.

Ed Roberge noted that a report has been forwarded to City Council for presentation and discussion at the February meeting. Staff has requested that Council make a final selection on an alternative so final environmental documentation can be completed and final design can begin. All are invited to attend the February 11th City Council meeting.

11. Adjourn

With no other 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.