

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, June 27, 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:

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

Committee Members Not Present:

Keith Nyhan, City Council
Rob Werner, City Council
Tom Irwin (North/West Concord)

Staff, Visitors and Guests Present:

Rob Mack, Traffic Engineer - Staff Representative

2. Approval of March 28, 2013 meeting minutes

Approval of the minutes was tabled to the next meeting to allow additional time for member review.

3. Presentations

There were no presentations at this meeting.

4. Public Comment

There were no members of the public in attendance.

5. Consent Reports

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

Approval of subcommittee minutes was tabled to the next meeting to allow additional time for member review.

6. TPAC Referrals from City Council, Staff and Chair

There were no new referrals to consider.

Regarding past referrals to TOC/TPAC, Ed Roberge noted that on June 10, 2013, City Council approved the expanded No Parking restrictions in the area surrounding the Abbot-Downing School campus. City Council would take the lead in fostering a discussion with the School Board regarding further consideration of on-campus traffic management measures as suggested earlier by staff and also as received at the March 25, 2013 neighborhood meeting.

City Council also accepted the TOC report on the revision of STOP sign locations on Heather Lane. A public hearing on the proposed Ordinance change is scheduled for July 8, 2013.

7. Status report on subcommittees

a. Pedestrian Committee, Alex Vogt

Alex Vogt reported that the Pedestrian Committee did not meet last month. Several members and staff did attend a Walkable Communities presentation at the Red River Theater hosted by Plan NH, Vibrant Villages New Hampshire and the NH Housing Authority.

b. Bike Committee, Craig Tufts

Craig Tufts reported that the Bike Committee has been reviewing the results of the Concord-area bicycle/pedestrian counts that were conducted in May 2013. CNHRPC has developed a Google map of the count locations and results. Craig will coordinate with Jeff Warner on compiling the data into a spreadsheet for future comparison and reporting purposes. The committee is also looking into alternative bike-lane symbols that might retain their legibility better after several repainting than the ones currently used city-wide.

c. Public Transit Committee, Jennifer Kretovic

Jennifer Kretovic reported that the committee did not meet last month. Ursula Maldonado and Jim Sudak made excellent presentations to City Council during FY 2014 budget discussions regarding CAT funding. Jim Sudak reported that ridership has been low at the recently instituted bus stop at Friendly Kitchen. It was noted that the new service reflects warm-weather conditions, and that ridership is anticipated to increase when winter weather arrives.

Jim Sudak distributed a future schedule for express bus service to be instituted on July 1, 2013 between Manchester Airport and the Stickney Avenue bus terminal in Concord. The service will be provided by Manchester Transit Authority and has been coordinated with CAT bus schedules to provide for timely and convenient transfers. An all-day pass to use this express route will cost \$4.00 (\$2.00 for seniors/disabled).

d. Traffic Operations Committee, Rob Mack

Rob Mack reported that the Traffic Operations Committee met on June 19, 2013 and discussed a Council referral regarding safety concerns at the S. State/Thorndike intersection following a spate of crashes this spring. Review of crash history since 2010 indicates a low crash incidence of one per year from 2010 to 2012, but four crashes occurring this spring warranted further investigation. The predominant crash was related to Thorndike Street westbound traffic (coming from Main Street)

failing to stop at the STOP sign or yield to S. State Street traffic resulting in angle collisions. TOC felt that enhanced identity of the intersection and stop condition when approaching from Main Street was an appropriate countermeasure. As such, General Services recently upgraded the stop sign, trimmed select vegetation and repainted crosswalks and stop lines. Staff will continue to monitor.

Another Council referral to TOC involved a safety and operational concern regarding left-turns to/from the Centre Street driveways to the Prescription center and TD Banknorth driveways just west of the Main/Centre/Loudon intersection. These turns affect traffic operation at the nearby signal and generate crashes, particularly when traffic queues from the signal extend back across the driveway locations. TOC concurred that the driveway locations are too close to the intersection and that left turns here are not appropriate given present traffic conditions along Centre Street. However, potential restrictions to these movements have impacts on the existing businesses. Ed Roberge plans to discuss this concern with the two businesses in the near future as part of Main Street project design effort.

8. Staff Updates

a. Downtown Complete Streets Improvement Project – TIGER 2012 (CIP460)

Ed Roberge provided a brief update on the status of the Downtown Complete Streets Improvement Project. Final plan review is underway and the team is still fine-tuning accessibility elements. Two sample lighting fixtures would be installed on Main Street in front of Citizens Bank next week for purpose of soliciting public feedback on lighting performance. A proposal to test back-in angled parking on a short section of S. Main Street did not gain traction and was abandoned. Construction is scheduled to begin this fall with underground utility work. Work hours are being discussed with residents and businesses, and it is anticipated that night work will be least disruptive to the overall downtown area.

TPAC discussion included proposed kiosks, and if new ones were considered, would they have capability to take dollar bills in addition to credit cards and coins. Jennifer Kretovic noted that City Council approved a new staff position to coordinate development in the downtown area including parking management. The new position will work with the Parking Committee to develop an improved downtown parking management plan. Brent Todd suggested that it would be beneficial if TPAC could receive regular updates of parking committee efforts as we move forward.

9. Old Business

a. Review of Comprehensive Transportation Policy

Further discussion of the policy was tabled to the next meeting to allow for input from Tom Irwin regarding his prior suggestions related to potential roundabout policy.

b. Review of Accomplishments

Rob Mack noted that a partially updated draft document was in progress including enhancements to overall formatting and select accomplishment updates to TOC and other sections. The Chair asked that this updated draft be emailed to members with a request that all subcommittee chairs review and update their respective sections to

add accomplishments through 2013. Edits/updates should be forwarded to Rob Mack for compilation into an updated overall document which will form the basis for additional TPAC review and refinement at the next meeting. The Chair requested that subcommittee chairs submit their updates reasonably in advance of next meeting to allow staff time to compile and update the draft document. Staff will send e-reminders if necessary about two weeks before the next meeting.

10. New Business

a. City Manager's Representative to TPAC

Ed Roberge announced that due to his increasingly heavy project commitments he felt unable to appropriately support the administrative needs of TPAC. At his request, the City Manager designated Rob Mack to replace Ed as the City Manager's representative to TPAC. Ed noted that he will continue to fully participate in TPAC, but that coordination and administrative efforts will be shifted to Rob. The Chair acknowledged the strong support Ed has provided TPAC since its inception including depth of knowledge and experience related to transportation matters in the City.

b. TPAC Membership Update

Ed Roberge noted that there are three vacant TPAC positions: a 'large employer' representative; a 'vehicle safety and operations' representative; and an 'at large' representative. Prospective individuals/companies were discussed and several members offered to contact individual to inquire if interested.

c. Pavement Marking Program

Alex Vogt noted a concern that it is well into June but there are still crosswalks that have yet to be repainted as part of the spring repainting program. Ed Roberge noted that it has been a very wet spring and anticipates that inclement weather has slowed the city-wide street painting effort. Concerns were also noted that it appeared that some markings such as stop lines in residential areas were being repainted whether they needed it or not, and if initial repainting efforts could rather be focused on busy crosswalks and high-traffic areas. Ed Roberge offered to follow up with General Services on the concern.

11. Adjourn

There being no other items to discuss, Ursula Maldonado made a motion to adjourn. The motion was seconded by Brent Todd. The motion carried and the meeting adjourned.