

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, April 28, 2011 - 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 (Resident - Chair)
Brent Todd (Penacook)
Ursula Maldonado (Resident)
Peter Rhodes (Bicycling Community)
Jennifer Kretovic (Public Transportation)
Jim Sudak, Concord Area Transit (CAT)
Alex Vogt (Pedestrian Community)
Ed Roberge, City Engineer - Staff Representative

Committee Members Not Present:

Councilor Werner (City Council)
Frank Drouse (East Concord)
Tom Irwin (North/West Concord)

Staff, Visitors and Guests Present:

Rob Mack, Traffic Engineer – Staff Representative
Craig Tufts, Planner, Central NH Regional Planning Commission
Ginny Schneider, Director of Transportation, CAT
Jessica Eshleman, Main Street Concord, Inc.

2. Approval of March 24, 2011 meeting minutes

Jennifer Kretovic made a motion to accept the minutes of the March 24, 2011 meeting. The motion was seconded by Alex Vogt. Following brief discussion, the meeting minutes were unanimously approved.

3. Presentations

a. STOP Sign Policy, Rob Mack, Traffic Engineer

A draft copy of the proposed STOP Sign Policy was distributed earlier to TPAC members for review. Rob Mack indicated that the Traffic Operations Committee (TOC) reviewed the draft policy at its April meeting for comments and is now soliciting comment from TPAC on the policy. The policy that would be another component of a city-wide pavement marking and signing policy. The draft policy conforms to the Federal Highway Administration's 2010 Manual on Uniform Traffic Control Devices and generally reflects the practice of the City regarding STOP signs over the last five years or so. Policy statements on one-way or two-way STOP signs include: general location of STOP signs on all side-street approaches to collector or arterial streets; optional location of STOP signs on local streets based on engineering judgment and the need to identify the appropriate right-of-way for approaching vehicles; minimization of the use of

STOP signs along collector and arterial streets so as to promote the travel function of these streets; and preclusion of STOP sign usage for sole purpose of controlling speed. Multi-Way STOP sign installations would require an engineering study that determines that the traffic characteristics and unique features of an intersection meet the criteria outlined in the MUTCD for installing Multi-Way STOP. The draft policy also includes provision for periodic review of Multi-Way STOP locations in the city for purpose of updating traffic control as appropriate.

Generally, TPAC supported the policy as drafted. Dick Lemieux asked if the policy includes review of existing signs that are not warranted. Rob Mack indicated that language in the policy allows for the periodic review of all stop signs.

Following discussions, staff will incorporate comments made by both TOC and TPAC into a final policy document for review.

b. "Rethinking Main Street" Plan Presentation, Jennifer Kretovic

Ed Roberge invited attendees to review the posted plan graphics outlining existing conditions and proposed layout options contained in the downtown streetscape improvement project. Jennifer Kretovic, Concord 20/20 and Jessica Eshleman, Main Street Concord, Inc. outlined the project team's efforts and findings getting to the point of the draft final report. Extensive public effort has been committed to date and the project team is planning to present the final report to City Council in June or July. Jennifer Kretovic also indicated that she and possibly other project team members will present the project plans and findings at each of the TPAC subcommittees for their input.

The Committee had a brief discussion on the plans presented and generally concur with the consensus preferred option.

4. Public Comment

There were no public comments at this meeting.

5. Consent Reports

a. Approval of Subcommittee Nominations

There were no subcommittee nominations to consider.

b. Approval of Subcommittee Minutes (Pedestrian, Bicycle, Public Transportation, Traffic Operations)

The Committee unanimously approved the meeting minutes of the Pedestrian, Bicycle, Public Transportation, and Traffic Operations Committee meetings.

6. TPAC Referrals from City Council, Staff and Chair

a. Petition from residents of Horseshoe Pond Place to install a snow shelter at the bus and trolley stop and maintain the sidewalk to North State Street (City Council: 2/2011, TPAC: 2/24/2011, 3/24/2011, 4/28/2011)

Ed Roberge referred to the TPAC - Public Transit Committee final report forwarded with the agenda package and provided copies at the meeting. The final report outlines a recommendation by Concord Area Transit (CAT) to pick-up and drop-off residents directly at the Horseshoe Pond Place and a recommendation by staff and TPAC to consider the sidewalk section connecting

North State Street to Commercial Street via Horseshoe Pond Lane.

Following discussions, TPAC suggested several minor edits to be incorporated into the final report to City Council. Brent Todd made a motion to approved the final report including the minor edits discussed. The motion was seconded by Ursula Maldonado. Following a brief discussion, the motion passed unanimously. Ed Roberge indicated that edits will be made to the final report and forwarded to City Council for the May 2011 meeting.

7. Status report on subcommittees

a. Pedestrian Committee, Alex Vogt

Alex Vogt reported that the Pedestrian Committee met in April and discussed several items including receiving an honorable mention on the application to the Federal Highway Administration (FHWA) for designation of Concord as a Walk Friendly Community. Of the 35 total application submitted, Alex Vogt indicated that 11 received awards and 8 received honorable mentions. Concord was the only award in New England. The evaluation committee provided good feedback on its rating of the Concord application and Concord is highlighted on their website.

The Pedestrian Committee continued its discussions on the Merrimack River Greenway Trail (MRGT) project including options for funding. The committee and the project team hopes to schedule events along the project corridor in the near future.

Alex Vogt reported that the Red River Theater will be hosting a presentation by Dan Burden on walkable communities. The event will be held on may 4, 2011 at 4:00 PM. All are welcome to join

b. Bike Committee, Peter Rhodes

Peter Rhodes reported that the Bike Committee presented the Bike Master Plan and the Merrimack River Greenway Trail (MRGT) project to the Planning Board at its April 13th meeting. The Planning Board accepted the reports and will make a recommendation to Council to include references of the reports in the 2030 Master Plan.

Peter Rhodes reported that the committee will begin focusing its attention on the capital projects listed in the bike master plan including placement in the City's CIP and funding sources.

c. Public Transit Committee, Jennifer Kretovic

Jennifer Kretovic reported that the Public Transit Committee had an excellent meeting at Saint Paul's Church on April 14th. There were about 10 to 12 regular CAT riders in attendance. It was a challenge to keep to the meeting agenda because they were very enthusiastic to share their comments, questions, concerns and praise for the system.

Ginny Schneider and Jim Sudak responded on behalf of CAT for most of the questions. Some of the comments made at the meeting included:

- Private funding donations should be used for benches to be placed at bus stops if bus shelters are not affordable – and how people could gift money to the city for the purchase of benches
- It is recognized the bus stops located on private property do not have bus stop signs at those locations. The example given was Wal-Mart, which has two entryways and a large area between the doors, but no indication of where the bus will be boarding passengers.
- There was a request to return service to Saint Paul’s School which CAT is working directly with campus administration.
- Request for Saturday Service was pointed out a couple of times. The request for service was directly related to an inability to work on weekends without adequate transit services.
- CAT and the Committee discussed travel training services particularly for those with mental disabilities that might be hindered with a fear of the unknown. With adequate assistance such a barrier could evolve into very beneficial social interactions.
- There was concern over Central NH Transit which is no longer operational, but had been providing non-emergency transportation to people not along the fixed route service.
- Kudos were given to CAT and Foxfire Management for the organization of the free meal on Christmas Day
- A concern over the use of the advertising wraps was brought up. The rider noted the difficulty in seeing out to know if you were at your stop, and also how they are stifling for people with claustrophobia
- There was both praise and individual, personal reports regarding the drivers

Jennifer Kretovic reported that the budget review process schedule was announced including the City Manager’s presentation on May 17th, the budget hearing for CAT on June 9th and the final budget adoption on June 27th. All were encouraged to attend.

d. Traffic Operations Committee, Rob Mack

Rob Mack reported that the Traffic Operations Committee (TOC) met in April and discussed the new traffic signal at the Clinton/Langley Parkway intersection, which is scheduled to go operation on April 29th. The TOC also continued discussions on the stop sign policy, and discussed lifting the overnight parking ban City-wide.

Just prior to the TOC meeting, a small group of staff and TOC members met to discuss the previous efforts of the Neighborhood Traffic Committee (NTC) on revising the Traffic management Policy. This small group will continue to meet in advance of the TOC discuss the neighborhood traffic program and its policies.

8. TPAC Policy Objectives/Programs/Initiatives

a. City-wide Speed and Pavement Marking Policy Update

While there was nothing new to report on the speed limit and pavement marking policy underway, Rob Mack noted that staff has coordinated with GSD on a number of pavement marking matters including spring time striping as well as other areas throughout the City.

9. Old Business

a. TPAC Accomplishments - Develop list for publishing

Dick Lemieux reported that edits had been made to the comprehensive list but indicated that more time would be needed to refine the document for review and discussion by TPAC. Committee members will work on edits for review and discussion at the next TPAC meeting.

10. New business

a. NHPA Plan of the Year Nomination - 2010

Ed Roberge distributed a copy of a letter of recommendation forwarded to the NH Planners Association in support of an application made to the same agency by the Bicycle Committee for consideration of the Bike Master Plan for 2011 NHPA Plan of the Year.

b. Future Presentation of RCC and Mid-State Coordinating Council at TPAC

Ginny Schneider of CAT requested that Regional Coordination Council and the Mid-State Coordination Council make presentations to future TPAC in order to inform the committee on current efforts. Future meetings will include presentations.

11. Adjourn

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