

**City of Concord
Transportation Policy Advisory Committee**

Meeting Minutes

Thursday, December 20, 2012 - 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)
Ed Roberge, City Engineer - Staff Representative

Committee Members Not Present:

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
Gloria McPherson, City Planner - Staff Representative

2. Approval of September 27, 2012, October 3, 2012, October 10, 2012, October 17, 2012, and November 29, 2012 meeting minutes

After brief review of the meeting minutes where minor changes in the October 3rd and November 29th minutes proposed, Brent Todd made a motion to accept the minutes as amended. Ursula Maldonado seconded the motion and after brief discussion, the committee unanimously accepted the meeting minutes as amended.

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 meeting minutes of the Pedestrian (September 20th and October 18th), Bicycle (September 3rd and October

16th), and Public Transit (October 16th) Committees distributed at this 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).**

Jennifer Kretovic reported that the Public Transit Committee has considered this request and has been working with Concord Area Transit (CAT) and their travel trainer on discussing limitations of the existing routes. A report has been prepared by the Public Transit Committee for TPAC and was distributed for review. Following brief review, Ursula Maldonado made a motion to accept the report and forward it to City Council. The motion was seconded by Jennifer Kretovic. The motion passed unanimously and the report will be forwarded to City Council.

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

Rob Mack reported that this referral from Councilor Nyhan had been previously reviewed by the Traffic Operations Committee (TOC) and TPAC. The matter continues to be monitored by staff and the school district. A meeting has been scheduled in January to review parent pick-up, on-street parking, and sidewalk use at the new school. Rob Mack indicated that TOC will review this matter and forward a final report to TPAC for final consideration.

- c. **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 following the holiday season, staff will coordinate a mailing to residents of the neighborhood inviting them to a neighborhood meeting to discuss traffic control options. Ed Roberge suggested that the meeting be held at a future TPAC meeting as this was one of the original goals of the committee to hear public comment. The matter will be referred to a future meeting in spring 2013.

7. Status report on subcommittees

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

Alex Vogt reported that the Pedestrian Committee met on December 6th and discussed the development of a pedestrian master plan and a pedestrian counting program. The committee reviewed the intersection alternatives presented on the US Route 3 Corridor Improvement – Phase 5 project and noted preference for the roundabout alternative at the Village Street/Washington Street intersection. The committee also supported the raised islands at both the north and south gateways to the project.

Alex Vogt also reported that the committee reviewed the Main Street Complete

Streets project designs and noted a number of amenities that could promote pedestrian safety and create a sense of place. The committee noted importance with accessibility, accessible parking options, and crosswalk visibility.

b. Bike Committee, Craig Tufts

Craig Tufts reported that the Bike Committee met in December and discussed bike parking on Main Street and looked at design alternatives for consideration. The committee also reviewed design plans for the Penacook Village including lane striping and bike parking locations. The committee also review the bike/pedestrian counting program

c. Public Transit Committee, Jennifer Kretovic

Jennifer Kretovic reported that the Public Transit Committee met in December and reviewed bus route changes and the status of Saturday service. Route changes are being planned and will be reviewed at a public meeting in early 2013.

Jennifer Kretovic reported that CAT is reporting that Saturday service is down form the 2012 service but noted that Walmart is the highest used stop. It was also noted that downtown stops were outperforming the Mall stop.

The committee also reviewed the Main Street project and discussed bus stop location changes.

d. Traffic Operations Committee, Rob Mack

Rob Mack reported that the Traffic Operations Committee (TOC) met in December and reviewed several referrals in the south end. The TOC also reviewed a complaint of trucks hitting the weeble on South Main Street.

A request to consider traffic controls at the intersection of North State Street and Washington Street elicited a discussion on options and neighborhood cut-thru traffic. A report will be prepared and forwarded to Council in response to this request.

8. Staff Updates

a. CIP460 Downtown Complete Streets Improvement Project - TIGER 2012

Ed Roberge provided an update on the Main Street improvement project. Design continues and staff and the consulting project team have evaluated intersections for signals and roundabouts. While a roundabout at Main Street and Pleasant Street operates well, geometric constraints lead to difficult traffic operations and narrow sidewalk sections. Further consideration is required.

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

Ed Roberge reported that a recent public meeting developed consensus on intersection alternatives along the Village Street - Penacook section of the Route 3 corridor project. Staff also presented streetscape amenities, landscape elements as well as a detailed construction schedule.

9. Old Business

a. FY2014-FY2023 CIP Project Priority Review

Given limited time, this item was deferred to the January TPAC meeting.

b. TPAC Meeting Days and Locations

Ed Roberge noted that there has been a recent discussion to consider a new meeting day and time. Currently TPAC meets on the 4th Thursday of each month at 6:00 PM in Council Chambers. Where recent meetings had been held in the City Hall 2nd Floor Conference Room, members preferred that venue. The room is already scheduled at that time.

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

There was no new business discussed at this meeting.

11. Adjourn

With no other items to discuss, Ursula Maldonado made a motion to adjourn the meeting. The motion was seconded by Jennifer Kretovic. The motion carried unanimously and the meeting adjourned.