

PARKING and TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – January 4, 2018
City Hall – Conference Room A

MEETING CANCELLED

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – February 1, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., City Manager Bohenko called the meeting to order.

II. ROLL CALL:

Members Present:

City Manager, John Bohenko
City Councilor, Doug Roberts
Public Works Director, Peter Rice
Deputy Fire Chief, James Heinz
Police Captain, Frank Warchol
Member, Harold Whitehouse
Member, Ronald Cypher
Member, Shari Donnermeyer
Member, Mary Lou McElwain
Alternate Member, Ralph DiBernardo

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Planning Director, Juliet Walker

III. SELECTION OF COMMITTEE CHAIRMAN:

Ronald Cypher nominated Doug Roberts as Chairman for the calendar year 2018. Harold Whitehouse seconded. **Committee members concurred.**

Harold Whitehouse stated he supported Doug Roberts as Chairman because he will present meeting minutes to the City Council and address actions taken by the PTS Committee.

IV. ACCEPTANCE OF THE MINUTES:

Mary Lou McElwain moved to accept the meeting minutes of December 7, 2017.
Seconded by Public Works Director Rice. **Motion passed 9-0.**

V. FINANCIAL REPORTS:

Harold Whitehouse moved to accept the financial reports dated November 30, 2017 and December 31, 2017. Seconded by Ronald Cypher. **Motion passed 9-0.**

Harold Whitehouse asked if the City received revenues from the Vaughan Street Parking Lot. Public Works Director Rice stated the City received funds for operating expenses.

VI. PUBLIC COMMENT:

David Rheume spoke regarding action item VII.A. He presented a handout to the Committee. He stated he is a longtime resident of the neighborhood. He requested the Committee formally recognize the existing NO PARKING EITHER SIDE OF STREET sign located on the telephone pole in front of 82 Langdon Street. He requested removing all on-street parking on Langdon Street north of McDonough Street, and provided detailed reasons for the request, as outlined in the handout provided to Committee members. He stated there is adequate parking in the neighborhood without having on-street parking on this section of Langdon. He addressed the traffic calming issue and does not believe it is needed.

City Manager Bohenko moved to suspend the rules to allow additional time for public comment. Seconded by Harold Whitehouse. **Motion passed 9-0.**

Mark Johnson spoke regarding action item VII.A. He expressed safety concerns related to traffic associated with Regan Electric if on-street parking was permitted. He stated on-street parking is not needed and there is ample on-street parking in the surrounding area.

Paul Winkley spoke regarding action item VII.A. He is an employee of Regan Electric. He opposed any on-street parking because it would hinder access for delivery trucks and trailers to the business.

Charles McMahan thanked Eric Eby, Frank Warchol, James Heinz and Peter Rice for their work on the Echo Avenue issue. Mr. McMahan read an email from Rebecca Perkins, City Councilor, expressing her support for the Echo Avenue neighborhood and their petition regarding traffic safety concerns.

Deb Watson spoke regarding action item VII.D. She requested 2-hour time limit for parking be eliminated in front of the residential properties on Islington Street. She addressed the reduction in parking spaces because of the parking space striping configuration on Cornwall Street and Rockingham Street. She stated 10 parking spaces had been eliminated. She also requested that the angled lines be restriped to create more parking in the area.

Peter Weeks requested to speak to action item VII.B. when addressed by the Committee. City Manager Bohenko stated he would make a motion to suspend the rules to allow Mr. Weeks to address the Committee.

Angela Lambert spoke regarding action item VII.D. She requested the Committee investigate the parking space configuration on Cornwall Street. She is a business owner on Islington Street and supported the 2-hour time limit.

Sharon Spinney spoke in support of eliminating the 2-hour time limit for parking on Islington Street between Cornwall Street and Rockingham Street.

VII. NEW BUSINESS:

A. Request for NO PARKING on both sides of Langdon Street, north of McDonough Street, by Beth Moreau. City Manager Bohenko moved to prohibit parking along the west side of Langdon Street, north of McDonough Street. Seconded by Shari Donnermeyer.

Parking is allowed on both sides of this section of Langdon Street. NO PARKING EITHER SIDE OF STREET signs are present on the west side of the street. The signs are not recognized by the City in the ordinances.

Eric Eby stated his recommendation was based on measurements of curb lines along both sides of the street, the street width, and the location of driveways on each side of the street. He stated 18' is sufficient for parallel parking spaces that are open on one end. There are sufficient curb lengths to allow four on-street parking spaces on the east side of the road.

He stated the area opposite of Regan Electric's driveway was taken into consideration when making his recommendation. On-street parking is very limited. The demand is very high. He explained the concept of a "yield street". Yield streets have low traffic volume, familiar users, and one lane for two-way traffic. This section of Langdon Street meets this criteria.

He stated this section of Langdon used to be a dead-end. Two-way traffic was, therefore, required. However, since the "Railroad Street" connector road was constructed, it might be possible to create a one-way street. He stated the one-way street option was not being proposed today, but could be investigated at a later date. The parking space north of 91 Langdon Street could also be restricted or modified based on the one-way street alternative.

Deputy Fire Chief Heinz stated he supported the motion, but would like to consider the possibility of eliminating the parking space at the north end of the street.

Mary Lou McElwain stated she has observed a recurring problem about private development and parking. She stated parking decisions made by the Planning Board are being addressed by the PTS Committee after the fact. New tenants and homeowners are presenting their parking concerns and complaints to the Committee. This is a problem: development proposals are not reviewed or addressed by the Committee during the initial process. She requested the issue be addressed.

She visited the area several times. She noticed the entire area from Islington Street to McDonough Street is inconsistent regarding parking. She stated she would not support voting on any agenda items involving this neighborhood until the broader issues were addressed.

City Manager Bohenko stated he supported the motion because it provides parking in the area. He also stated the Committee could reevaluate the parking spaces at the end of Langdon at a later date as changes would be temporary until approved in the annual omnibus of traffic and parking ordinance changes. He also stated he would be meeting with City Staff to discuss the broader issue regarding parking decisions made by the Planning Board.

Chairman Roberts spoke to the need to strike a balance regarding parking issues. He proposed City Staff investigate the one-way street proposal and get feedback from Regan Electric and the public regarding this alternative.

Ronald Cypher stated he supported the motion based on an observation he made at the site visit.

Vote 9-0, to prohibit parking along the west side of Langdon Street, north of McDonough Street. The Committee reiterated that the area could be revisited regarding safety concerns related to the parking space near 101 Langdon, and the possibility of changing the street to one-way. Feedback from residents, businesses, and the public is encouraged.

B. Request to change parking meter zone designation on Portwalk Place, by Portwalk. Public Works Director Rice moved to table the request. Seconded by Harold Whitehouse.

Public Works Director Rice stated he agreed with the meter zone designation change to a High Occupancy Meter Zone on Portwalk Place. He proposed to table the request until it could be done in a comprehensive manner.

City Manager Bohenko moved to suspend the rules to allow for public comment. Seconded by Harold Whitehouse. **Motion passed 9-0.**

Peter Weeks referenced the May 17, 2017 meeting minutes of the PTS Committee. Mr. Eby (in those minutes) stated no changes should be made to the meter zone designations with the exception of Portwalk Place. Mr. Weeks said it was left off during the last change. He was told the request would need to be presented again to the PTS Committee. Therefore, he was presenting the request again. He stated he wanted to be sure that when rate changes are made, Portwalk Place is on the list. He stated the request should be revisited if rates are not changed when the new parking garage opens. Mr. Weeks said it had been on the list for some time.

The Committee briefly discussed public on-street parking on Portwalk Place.

Vote 9-0, to table the action item to change parking meter zone designation on Portwalk Place until the new parking garage is operational or as part of the overall Parking Division budget process.

C. Request to remove meters and parking spaces on north side of State Street between Middle Street and 487 State Street, by Steve Bergeron. Eric Eby stated the Committee conducted a site visit on Tuesday, January 30, 2017. He does not have a recommendation at this time, but requested additional time to collect data and report back at the next meeting.

Chairman Roberts stated he reviewed traffic accidents for the area. Most occur at the intersection of Middle Street and State Street. He asked if the intersection could be reviewed for inexpensive solutions in the near future. Public Works Director Rice stated that additional time would be needed in order to review the intersection. The Committee discussed separating the original request from the intersection request. Chairman Roberts asked Police Captain Warchol to include accident data for the Middle Street and State Street intersection in the report back.

Mary Lou McElwain asked for the criteria for tabling action items until the new parking garage is open. Public Works Director Rice clarified the criteria included the parking inventory. He stated the new parking garage would create a new baseline for parking utilization and inventory in the Downtown Business District and McDonough Street neighborhood.

Mary Lou McElwain moved to table the action item to remove meters and parking spaces on north side of State Street between Middle Street and 487 State Street until the March 1, 2018 meeting. Staff will report back in 90 days on intersection improvements at Middle Street and State Street. Seconded by City Manager Bohenko.

Vote 9-0, to table the action item to remove meters and parking spaces on north side of State Street between Middle Street and 487 State Street until the March 1, 2018 meeting. Staff will report back in 90 days on intersection improvements at Middle Street and State Street.

D. Request to eliminate 2-hour time limit on Islington Street between Cornwall Street and Rockingham Street, by Islington Green Condo Association. Eric Eby stated the Old Port Traders had a 2-hour parking sign on their building when they occupied it. The entire stretch of Islington Street between Cabot Street at the traffic signal and the Mobil Station at 201 Islington Street is 2-hour parking. He stated it has always been designated 2-hour parking along that section of Islington Street. He stated the request also included the review of restricted parking on Cornwall Street as a result of the Planning Board Site Plan Approval. The parking spaces were restricted to allow turning into Cornwall Street and Rockingham Street from Islington Street, as well as turning into the site driveway from Cornwall Street. He stated he would review reconfiguring other parking spaces on Cornwall Street to gain on-street parking. He requested time to collect data, evaluate, and report back with a recommendation.

Public Works Director Rice moved to table action item. Seconded by Harold Whitehouse.

The Committee discussed changing the 2-hour time limit designation to a 3-hour time limit. They also discussed possible consequences if the designation was changed to allow for unlimited parking. They agreed it would not be advantageous.

Vote 9-0, to table the action item until the new parking garage is operational.

VIII. OLD BUSINESS:

A. Report back on request for NO PARKING on Dennett Street at Hunters Hill Avenue, by Cheryl Coviello. Eric Eby stated measurements of sight lines at the intersection were taken. Based on data and measurements of sight lines, he recommended prohibiting parking in two on-street spaces in front of 314 Dennett Street. He stated this action would ensure safe operations at the intersection.

Harold Whitehouse moved to restrict parking on Dennett Street within 60 feet of the south side of Hunters Hill Avenue. Seconded by Ronald Cypher. **Vote 9-0, to restrict parking on Dennett Street within 60 feet of the south side of Hunters Hill Avenue.**

B. Report back: Request for NO PARKING on Brewster Street opposite #30 Brewster Street, by Kelly Hurd. Eric Eby stated the property owners at #30 Brewster Street presented the request due to difficulty entering and exiting their driveway when vehicles are parked across the street. The homeowners requested that on-street parking be prohibited on the east side of the roadway in front of 21 Brewster Street. Brewster Street was under reconstruction in 2017. Eric Eby discussed the issue of high curb reveal and stated this would be resolved when final paving is completed in the spring. He recommended that any changes to the parking spaces should be put on hold until after paving is completed. He stated if the issue was not resolved at that time, he would recommend eliminating one on-street parking space. The remaining space would be centered between the driveways on either side.

City Manager Bohenko moved to table action item until after road construction is finished and report back in July 2018. Seconded by Public Works Director Rice.

Chairman Roberts read an email from Kelly Hurd dated January 31, 2018. She submitted photographs of the area after the most recent snowstorm and spoke to concerns regarding safety.

Vote 9-0, to table action item until road construction is finished and report back in July 2018.

C. Request by neighborhood to close Echo Avenue from the Turnpike. Update on discussions with NHDOT and business owners. Eric Eby updated the Committee on the action item. He met with the NHDOT and was told they would not object to the closure of Echo Avenue and Farm Lane from the Turnpike. He also met with business owners on the corridor. Some of them were not in favor of the closures. He stated the next step would be to schedule a public meeting to include the business owners, residents and NHDOT.

City Manager Bohenko moved to schedule a public meeting. Seconded by Mary Lou McElwain.

Vote 9-0, to schedule a public meeting with business owners and residents from the Echo Avenue area and include representatives from NHDOT.

IX. PUBLIC COMMENT:

Jen McCafferty spoke in favor of closing Echo Avenue and asked the Committee to move it forward. She also spoke in favor of the radar speed sign placed on Echo Avenue.

Will Gatchell requested the Echo Avenue public hearing be scheduled in the near future. He expressed concern for safety due to excessive speeds.

Charles McMahon thanked the Committee for moving the Echo Avenue issue forward. He also expressed concern for safety.

X. MISCELLANEOUS:

A. Quarterly bicycle and pedestrian accident report. Police Captain Warchol stated he would provide more detail on the 6 accidents reported in this quarter on the next report. Chairman Roberts requested that the number of traffic accidents be included in future reports.

The Committee briefly discussed the closure of the Stark Street Bridge and the effects on vehicle and pedestrian traffic.

XI. ADJOURNMENT – at 9:10 a.m., **VOTED** to adjourn.

Respectfully submitted by:

Amy Chastain
Secretary to the Committee

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – March 1, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
Deputy Fire Chief, James Heinz
Police Captain, Frank Warchol
Member, Harold Whitehouse
Member, Ronald Cypher
Member, Shari Donnermeyer
Member, Mary Lou McElwain
Alternate Member, Ralph DiBernardo

Members Absent:

City Manager, John Bohenko
Public Works Director, Peter Rice

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Planning Director, Juliet Walker
Parking Director, Ben Fletcher

III. ACCEPTANCE OF THE MINUTES:

Harold Whitehouse moved to accept the meeting minutes of February 1, 2018.

Seconded by Ronald Cypher. **Motion passed 6-0.** Deputy Fire Chief Heinz was absent for the vote.

IV. FINANCIAL REPORT:

Harold Whitehouse moved to accept the financial report dated January 31, 2018. Seconded by Mary Lou McElwain. **Motion passed 6-0.** Deputy Fire Chief Heinz was absent for the vote. Harold Whitehouse commented on the positive revenues and budget.

V. PUBLIC COMMENT:

No public comment.

VI. NEW BUSINESS:

No new business.

VII. OLD BUSINESS:

A. Report back: Request to remove meters and parking spaces on north side of State Street between Middle Street and 487 State Street. Eric Eby recommended that the metered spaces remain unchanged. He based his recommendation on traffic video camera observations of the spaces and measurements taken of the area. He stated the spaces were not fully occupied during the day and the difficulty of turning in and out of the driveways between the spaces was not a constant occurrence. He stated the spaces may have been utilized more during construction last year on State Street and during the summertime, but based on the data he gathered, they are now occupied sporadically. He stated the action item could be revisited when the new parking garage is operational.

Mary Lou McElwain moved to accept the recommendation of the Parking and Transportation Engineer to make no changes at this time, and revisit the action item after the new parking garage is operational. Seconded by Shari Donnermeyer.

Chairman Roberts spoke to amending the motion to exclude the section on revisiting the action item after the new parking garage is operational. He stated he did not sense support for the change and did not want to foster an expectation that a change would be implemented after the new garage is operational. He mentioned the reduction in parking available at the Hanover garage due to planned improvements once the new garage is operational.

Harold Whitehouse agreed with Mr. Eby's statement: the issue of turning in and out of driveways can be difficult due to on-street parking, but that it is commonly found in the City.

Ralph DiBernardo clarified that the amended motion made by Chairman Roberts would be to make no changes at this time. The motion was seconded by Ronald Cypher. **Vote 7-0, to make no changes at this time.**

B. Report back: Request to modify parking spaces on Cornwall Street and Rockingham Street between Islington Street and McDonough Street. Eric Eby stated he measured the existing spaces on Cornwall Street and Rockingham Street. He stated it would be possible to restripe the existing 3 parking spaces to provide 4 parking spaces on Cornwall Street. The 2 middle spaces would be 20 feet long and the end spaces would be 18 feet long. Cornwall Street is a one-way street from Islington Street northbound to the intersection of McDonough Street and the condo driveway is one-way in. The one-way flows allow the area to be reconfigured for an additional space.

On Rockingham Street, the 2 parking spaces north of the condo driveway could be reconfigured for 3 spaces. However, Mr. Eby stated there could be potential problems restriping this area due to snow banks and vehicular access from the condo driveway to Rockingham Street. He recommended further investigation before moving forward on restriping the area.

Harold Whitehouse moved to restripe parking spaces to add one additional space on Cornwall Street and Rockingham Street. Seconded by Ronald Cypher. Harold Whitehouse stated a site visit was conducted and he was amazed at the development in the area.

The Committee discussed the original motion and decided to separate it into 2 motions. Ronald Cypher asked for clarification about parking near the driveway on Cornwall Street. Eric Eby stated a vehicle could park up to the edge of a driveway. He stated there would be approximately 5 feet between a parked vehicle and the edge of driveway. Mary Lou McElwain asked for clarification about allowing additional parking spaces that would make turning movements onto Cornwall Street or the condo driveway difficult. Eric Eby clarified that his recommendation did not include those areas. Shari Donnermeyer expressed support for adding an additional parking space.

Harold Whitehouse withdrew his motion to restripe parking spaces to add one additional space on Cornwall Street and Rockingham Street.

Mary Lou McElwain moved to restripe parking spaces to add one additional space on Cornwall Street. Seconded by Shari Donnermeyer. **Vote 7-0, to restripe parking spaces to add one additional space on Cornwall Street.**

The Committee requested Eric Eby restate his issue regarding restriping Rockingham Street. He stated if the 2 spaces were restriped to 3 spaces, it could make it very tight for vehicles exiting from the condo driveway to make a right turn onto Rockingham Street. This could be problematic in the winter time due to snow banks.

Mary Lou McElwain moved to take no action on Rockingham Street. Seconded by Ronald Cypher. **Vote 7-0, to take no action on Rockingham Street.**

C. Report back: Request for crosswalks on Lafayette Road at Robert Avenue and on Ocean Road at Suzanne Drive. Eric Eby stated the original requests were presented to City Council last year. The roadways are owned and maintained by the State of New Hampshire Department of Transportation (NHDOT). Therefore all decisions must be made by NHDOT regarding requests for crosswalks. A letter from NHDOT dated February 9, 2018 was provided in the packet. In the letter, NHDOT approved a crosswalk on Lafayette Road, but specified the City would be responsible for all costs associated with the project. Eric Eby stated the costs would be considerable. The project scope would include a crosswalk, sidewalk improvements, traffic signal equipment and drainage swales at the intersection.

In the letter, NHDOT denied the crosswalk request on Ocean Road at Suzanne Drive due to insignificant pedestrian traffic in the vicinity. Eric Eby spoke to the safety of students crossing Ocean Road at the school bus stop. The school bus creates a controlled situation with its flashing red lights, which allows students to cross Ocean Road safely.

Planning Director Juliet Walker spoke to the Lafayette Road crosswalk funding. She stated there is a Capital Improvement Project (CIP) that will be coordinated with NHDOT. It would create a walkable and bikeable connection along Route 1. It would also include the addition of crosswalks and actuated pedestrian signals on Lafayette Road at key intersections. She stated this specific crosswalk request at Robert Avenue could be included as part of the CIP. She stated the design phase of the project is anticipated in the future and would include public input.

No action required by the Committee on this action item.

VIII. PUBLIC COMMENT:

Lenore Bronson spoke about attending a PTS Committee meeting in October 2015. At that meeting, she expressed concern over the number of accidents occurring on Woodbury Avenue. She stated she never heard back from the Committee addressing her concerns. She expressed disappointment about not receiving notice of potential projects affecting her neighborhood. She spoke to the potential closures of Echo Avenue and Farm Lane. She is concerned about traffic flow if the streets are closed.

The Committee clarified that no action had been taken regarding the potential closure of Echo Avenue and Farm Lane. A public meeting is scheduled on Thursday, March 22, 2018. There was a discussion about how the public is notified of public meetings. Ms. Bronson stated she is on an email distribution list from the City, but has not received information by mail regarding this action item.

Eric Eby provided a brief overview of the Echo Avenue request and meetings that have transpired to date. He stated representatives from NHDOT would be present at the March 22nd meeting.

Ms. Bronson asked what actions had been taken regarding her request from October 2015. Eric Eby stated residential area signs had been posted at each end of Woodbury Avenue. Additionally, more speed limit signs have been posted. She reiterated her request for stop signs on Woodbury Avenue.

Mary Lou McElwain spoke to improving communication with neighborhoods. She requested a report back on how the City communicates with neighborhoods.

Harold Whitehouse stated he called Ms. Bronson before today's meeting to discuss this issue and encouraged her to attend the March 22nd meeting.

IX. INFORMATIONAL:

A. Public Meeting on potential Echo Avenue and Farm Lane closures to be held on Thursday, March 22, 2018. Eric Eby informed the Committee that the location of the meeting has been changed to the Department of Public Works (DPW) at 680 Peverly Hill Road. It will be held in the training room on the first floor.

The Committee discussed the methods of dissemination used by the City to notify the public. The Committee asked City Staff to research if public meeting notices could be mailed to residents. This is not standard practice now.

Ralph DiBernardo asked Eric Eby to discuss the Woodbury Avenue Bridge closure at the public meeting. He supports any changes made to the area, but only after construction has been completed on the Woodbury Avenue Bridge.

B. PTS open action items. The Committee thanked staff for the document. Eric Eby provided a brief explanation of the omnibus process as several action items are included in the 2018 Omnibus.

X. MISCELLANEOUS:

Harold Whitehouse spoke to signage at private parking lots. He is concerned about a large yellow sign in a bank parking lot and the location of a private pay kiosk on Hanover Street. He stated the kiosk is being used by people paying for on-street parking. It should only be used for patrons parking in the private parking lot. Eric Eby stated the program is new as of 2017. Applications for private parking lots are reviewed and approved through DPW. He stated the yellow signs are not allowed. The department is working with the applicant to resolve the issue. Mr. Eby will investigate the kiosk location on Hanover Street. Shari Donnermeyer stated she has heard from some private parking lot owners who are receiving complaints.

XI. ADJOURNMENT – at 8:56 a.m., VOTED to adjourn.

Respectfully submitted by:

Amy Chastain
Secretary to the Committee

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – April 5, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
City Manager, John Bohenko
Public Works Director, Peter Rice
Deputy Fire Chief, James Heinz
Member, Harold Whitehouse
Member, Ronald Cypher
Member, Mary Lou McElwain
Alternate Member, Ralph DiBernardo

Members Absent:

Police Captain, Frank Warchol
Member, Shari Donnermeyer

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Planning Director, Juliet Walker
Parking Director, Ben Fletcher

III. ACCEPTANCE OF THE MINUTES:

Harold Whitehouse moved to accept the meeting minutes of March 1, 2018.
Seconded by Mary Lou McElwain. **Motion passed 8-0.**

IV. FINANCIAL REPORT:

Mary Lou McElwain asked Parking Director Ben Fletcher to provide background on each line item listed on the monthly report. She stated it would be helpful to go through it at a future meeting. City Manager Bohenko said this information was available online in the budget, and confirmed that they would review each line item at the next meeting. The financial report was placed on file.

City Manager Bohenko requested members contact him or Chairman Roberts directly regarding all PTS requests or questions. They will forward the information to the appropriate staff member.

V. PUBLIC COMMENT:

Chairman Roberts stated there would be only one public comment period starting at the next meeting. He stated this would allow the committee and speakers more flexibility. The committee could suspend the rules to allow speakers to address action items at the time of committee discussion and vote.

Charles McMahon spoke to the potential closure of Echo Avenue and Farm Lane from the Spaulding Turnpike. He spoke to the impacts from the Woodbury Avenue Bridge closure and the eventual reconstruction of the traffic circle. He reiterated that the neighbors on Echo Avenue are still interested in closing the streets from the turnpike. He requested a pilot project be conducted to test the impacts of the potential closure. He addressed several options made at the public meeting. Mr. McMahon thanked Eric Eby for his work. He stated he looks forward to future meetings and would be responsible for dissemination of information to his neighbors.

Ralph DiBernardo motioned to suspend the rules to allow Mr. Choquette to address the committee during action item VI.A. Seconded by Mary Lou McElwain. **Motion passed 8-0.**

Harold Whitehouse asked what the target date was for finishing the Woodbury Avenue Bridge. Eric Eby responded that the NHDOT estimated it would take 10-11 months once the project is started. The Stark Street Bridge must be completed before the project is started and it is anticipated to be completed in October 2018. He stated the next step is to demolish the existing Woodbury Avenue Bridge either before Thanksgiving or after New Years, depending on the contractor's schedule.

VI. NEW BUSINESS:

A. Request to restrict parking along both sides of Thaxter Road within 150 feet of Islington Street, by Jesse Choquette. Eric Eby stated that the information from Mr. Choquette was provided in the packet. The request was to restrict parking further back on Thaxter Road. The concern is that Thaxter Road is very narrow where it intersects with Islington Street. When vehicles are parked near the intersection on Thaxter Road, it makes it hard for cars to turn in from Islington Street, while vehicles are waiting to get out. It can create a bottleneck at the intersection point. Mr. Eby looked at the intersection on Tuesday morning and there were plenty of cars parked at the location.

Jesse Choquette stated he was home when the site visit was conducted by the committee. He stated parking goes all the way up to the stop sign, and if cars are parked on both sides of the street, it is virtually impossible for a large vehicle to get through. There are cars parked along the left hand side of the street regularly. If the parking were brought back away from the corner of the intersection, it would be a safer option. Then vehicles could at least swing in, and then they would be able to pass a little more easily. There have been enough near accidents at this corner, so this would make sense. There is ample parking along Islington Street.

Ralph DiBernardo asked who was parking there. Were they residents of the neighborhood or businesses parking on the street? Mr. Choquette responded that it was a mixture of both.

Chairman Roberts noted that there was another concern there as well. If too many spaces are removed, then people will drive fast around the corner. No parking tends to encourage speeding. Mr. Choquette noted that Thaxter Street is not really a pass through

street. He was not proposing to eliminate all the parking, 150 feet was an arbitrary number and probably is enough space to open up the corner at the intersection.

Ronald Cypher stated he was at the site visit and thinks the 150 feet option is excessive. A compromised figure would be much better.

Ralph DiBernardo moved to restrict parking on both sides of Thaxter Road to the east side of the two driveways closest to Islington Street. Seconded by Public Works Director Rice for discussion. He commented that the sample motion was to have staff collect data, evaluate and report back with a recommendation at the next meeting. Ralph DiBernardo withdrew his motion.

Harold Whitehouse moved to have staff collect data, evaluate and report back with a recommendation at the next meeting. Seconded by City Manager Bohenko.

Mary Lou McElwain commented that they often have one or two neighbors come in with a request and she just wanted to ensure that all of the neighbors who park there were aware that this change may occur.

Chairman Roberts commented that it would be easy to bring the agenda to the neighboring houses during on-site visits. He stated it is not always easy to do in a large area, but in this case it would be.

Mr. Choquette asked if it would be helpful if he informed the neighbors and had them email the committee. City Manager Bohenko requested all correspondence be directed to Eric Eby.

Eric Eby explained that he would set up a traffic camera on Thaxter Road to evaluate traffic. The preference would be to eliminate parking based on queueing and traffic flows.

Harold Whitehouse noted that he was not a fan of signs and preferred that they restrict the parking with the minimum amount of signs required.

Vote 8-0, to have staff collect data, evaluate and report back with a recommendation at the next meeting.

VII. OLD BUSINESS:
No old business.

VIII. PUBLIC COMMENT:
No public comment.

IX. INFORMATIONAL:
A. City public outreach process. Memorandum provided in the packet. No action required.

B. Quarterly accident report. Chairman Roberts commented that there were more than 1,100 car accidents in Portsmouth last year. Data from the Fire Department showed there were 110 accidents requiring transports to the hospital.

Mary Lou McElwain commented on two crosswalk areas: Greenleaf Avenue at Route 1 Bypass and Harvard Street at Route 33. She explained the issue and asked if there is a better way to light the crosswalks. She suggested blinking lights and asked if it could be presented to NHDOT. She presented the issue because it relates to crosswalk safety and the number of crosswalk accidents noted on the report.

City Manager Bohenko stated the Police Department (PD) would be asked to investigate the areas regarding vehicles not stopping for school buses.

Eric Eby noted that the Greenleaf Avenue crosswalk has the green light to cross at the same time traffic has a green light. Vehicles are supposed to yield to pedestrians in the crosswalk. He could suggest to NHDOT that signs be added instructing cars to yield to pedestrians in the crosswalk.

Mary Lou McElwain questioned if the traffic lights could be changed. Eric Eby responded that the lights are programmed for concurrent phasing and could not be changed.

City Manager Bohenko stated staff could look into adding a crossing guard at the location during school hours.

C. PTS open action items. Chairman Roberts mentioned Rick Chellman's presentation noted on the list. He followed up on the item and gave Eric Eby a list of spots that could result in more parking. Eric Eby is reviewing the list and will report back.

Harold Whitehouse asked about the parking restrictions by South Street in the city hall parking area and the signs being installed. Public Works Director Rice responded that the signs are related to the City Hall facade project. Some of the Police Department parking behind city hall has been displaced because the contractor needed a staging area. The area is reserved space for the PD.

Harold Whitehouse commented on the Middle Street bicycle improvement project. Bids were above the anticipated project cost. He asked about the next step. City Manager Bohenko responded that this has been a long project with high resident involvement. City staff are looking at alternates as part of the project. Harold Whitehouse stated he is still opposed to the project and spoke to other areas that are away from Route 1.

D. Vaughn Street parking and traffic restrictions during AC Hotel construction. Chairman Roberts noted that it would be helpful if this was explained further. City Manager Bohenko noted staff met with the businesses to ensure them that the City would work closely with them.

Public Works Director Rice explained there is a hotel project on the corner of Green Street and Vaughn Street. In order to construct the building, the contractor will need to stage materials and equipment in one of the lanes on the roadway. This will restrict the roadway and cause some parking issues. Staff is working with the impacted businesses to mitigate the problems. It is a narrow section of roadway coming off of Maplewood Avenue at that corner. He stated the issue of keeping the street open to two-way traffic during the construction would make it even more difficult to travel.

Public Works Director Rice stated the right-hand lane on Vaughan Street coming from Maplewood Avenue would be restricted at the two lots where the hotel is being constructed. Because the corner of Maplewood Avenue and Vaughan Street is tight, City staff felt that it would be appropriate to have one-way traffic on that section of Vaughan Street. He stated it is something the City had considered in the past. This is an opportunity to treat it as a pilot project to evaluate traffic flows during the project.

City Manager Bohenko commented that an important issue to review is large vehicles turning onto Vaughan Street from Maplewood Avenue. Ten on-street parking spaces will be eliminated for safety. There was a discussion about the need for parking turnover and 3-hour parking in the area. Presently, cars can park all day.

Ralph DiBernardo clarified that they were suggesting a one-way traffic flow entering from Maplewood Avenue onto Vaughan Street continuing through Raynes Avenue. A Do Not Enter road sign would be posted at the entrance of Raynes Avenue from Maplewood Avenue. City Manager Bohenko confirmed that was correct. Ralph DiBernardo noted the one-way traffic flow might eliminate traffic queuing and the backups to the railroad tracks. City Manager Bohenko agreed.

Mary Lou McElwain asked how this related to the September 27, 2017 action items regarding the request to restrict parking on the inside corner of Vaughn Street. Eric Eby said that action eliminated 2-3 spaces right at the corner. The two corners are currently restricted on parking. However, cars that park on the street now can still restrict access for larger vehicles. Mary Lou McElwain clarified that it would just extend the current restriction. Eric Eby confirmed that was correct. Public Works Director Rice commented that the 2017 action item was a concern relative to the traffic flow in that area.

City Manager Bohenko stated staff would discuss the inconsistency regarding metering in the area.

Harold Whitehouse asked about the materials proposed in the staging area and a timeline. Public Works Director Rice stated that the staging area would contain a combination of construction material and equipment. The project timeline would be approximately one year.

City Manager Bohenko noted that they were trying to minimize the loss of on-street parking. The goal is to increase parking somewhere else. He spoke to the importance of communication between the businesses and the developer.

Chairman Roberts stated the long-term plan for Maplewood Avenue included one-way traffic on Vaughan Street.

X. MISCELLANEOUS:

A. July 5th PTS meeting is cancelled due to the Independence Day holiday. Public Works Director Rice commented that because the July meeting is the day after a holiday and there are staffing challenges, the meeting should be cancelled. City Manager Bohenko stated that if something came up that needed to be addressed, the Chairman could call a meeting. Harold Whitehouse requested a meeting be scheduled for July 12th. Chairman Roberts suggested cancelling the meeting now and deciding in June if a meeting needed to be held later in July.

City Manager Bohenko moved to cancel the July 5th PTS meeting and reassess at the June 7th meeting. Seconded by Public Works Director Rice. **Vote 8-0, to cancel the July 5th PTS meeting and reassess at the June 7th meeting.**

XI. ADJOURNMENT – at 8:37 a.m., VOTED to adjourn.
Respectfully submitted by:

Rebecca Frey
PTS Recording Secretary

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – May 3, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
Deputy City Manager, Nancy Colbert Puff
Public Works Director, Peter Rice
Police Captain, Frank Warchol
Deputy Fire Chief, James Heinz
Member, Harold Whitehouse
Member, Ronald Cypher
Member, Shari Donnermeyer
Member, Mary Lou McElwain
Alternate Member, Ralph DiBernardo

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Planning Director, Juliet Walker
Parking Director, Ben Fletcher

III. ACCEPTANCE OF THE MINUTES:

Harold Whitehouse moved to accept the meeting minutes from the April 5, 2018 meeting.

Seconded by Ronald Cypher.

Motion passed 9-0.

IV. FINANCIAL REPORT:

Mary Lou McElwain moved to accept the financial report dated March 31, 2018.

Seconded by Harold Whitehouse.

Motion passed 9-0.

V. PUBLIC COMMENT:

Elizabeth Moreau encouraged the Committee to hold a public meeting about the proposed changes on Brewster and Langdon regarding a one-way street and parking. She requested the meeting to allow neighbors to comment on the proposed changes.

Tim Ackerman, owner of Seacoast Mazda, opposed Farm Lane becoming a one-way street. Mr. Ackerman's business is at the end of the street, and they use both lanes of traffic now to move cars back and forth. They would like to keep it that way.

Mike Richardson, from New England Marine and Industrial, echoed the comments made by Mr. Ackerman. He stated that if it becomes inconvenient for customers to come to his store, he believes he will lose business. He wants the street to remain intact. Mr. Richardson asked the Committee to take his comments into consideration when they vote on the issue.

Jonathan Blakeslee spoke in support of the proposed bump out and crosswalk in front of White Heron Tea and Coffee on Islington Street and Albany Street.

Jennifer Fecteau, an employee from Port City Nissan, opposed the proposed change on Farm Lane. She stated it would be a huge detriment to their business. Other options were discussed, such as adding speed bumps. Ms. Fecteau wondered why those options weren't still on the table.

Chuck McMahon spoke in support of the changes proposed for Echo Avenue and Farm Lane. He is a resident and supports the proposed changes whole-heartedly.

Jamie Byron talked about safety concerns regarding increased traffic on Bartlett Street. She relayed several incidents that had occurred regarding pedestrian safety. She met with City staff a few weeks ago to talk about the issues. She stated residents are eager to help and asked the Committee for assistance in finding a solution.

David Palumbo has lived at 181 Echo Avenue since 1971. Mr. Palumbo stated traffic has increased considerably in the last five years. He expressed concern for pedestrian safety due to increased traffic. He spoke in support of closing Echo Avenue and making it a dead end. He believes it will protect the children, neighbors and handicapped residents in the area.

Chairman Roberts noted that three late emails were received. Kelly Hurd and Tom Hudson from 30 Brewster Street supported proposed changes. Anne Poubeau sent an email regarding traffic and pedestrian safety on Bartlett Street. Chairman Roberts also received a message on his answering machine about traffic on Bartlett Street.

Eric Eby received an email from Representative Peter Somssich in support of the Echo Avenue proposal.

VI. NEW BUSINESS:

A. Request for a loading zone between the hours of 9 a.m. and 5 p.m., 7 days a week, on Vaughan Street at 3S Artspace, by Martin Holbrook. Eric Eby stated he did not have a recommendation at this time. 3S Artspace requested the last three spaces on Vaughn St. be designated a loading zone between 9 a.m. and 5 p.m., 7 days a week. The spaces would be turned over to regular parking after 5 p.m. Eric Eby's recommendation was to refer it back to staff for further study and information gathering.

Harold Whitehouse stated that he would make the recommended motion, but wanted staff to report back by the next meeting. He stated he understood that staff had a large workload, but hoped that this could be addressed at the next meeting.

Public Works Director Rice noted that he would second the motion, but wanted to make an additional comment. He appreciated the next meeting caveat on the motion; however, Eric Eby is managing many different projects and is the lead staff assigned to PTS.

Public Works Director Rice spoke to the concerns he has heard regarding lack of parking in the area due to on-going construction. He said it might be something the Committee would want to defer until construction is completed in the area.

Harold Whitehouse questioned if the loading zone had to be 7 days a week. He encouraged Eric Eby to leave Sunday open for parking. Eric Eby responded that options were open and no decision had been made.

Mary Lou McElwain supported additional research and study before the Committee voted on any aspect of a loading zone due to traffic and parking restrictions in the area.

Public Works Director Rice noted that there was a study completed for the Maplewood Corridor from Congress Street to the bridge. It included the Raynes Street and Vaughn Street loop. Planning Director Walker confirmed that the report would be online that day. Public Works Director Rice requested the Construction Management and Mitigation Plan (CMMP) be posted to the City website. It would show the evaluation of the temporary one-way to accommodate the construction activity.

Shari Donnermeyer commented that it may make sense to meter the parking spaces and rent the spaces to 3S Artspace. She stated it was discussed at the site visit on Tuesday. Currently, the spaces are not metered and a vehicle can park up to 72 hours.

Harold Whitehouse moved to refer to staff for report back at the next meeting, if possible. Seconded by Public Works Director Rice. **Vote 9-0, to refer to staff for report back at the next meeting, if possible.**

Public Works Director Rice moved to allow public comment, seconded by Mary Lou McElwain. The motion passed unanimously.

Martin Holbrook, Director of Operations at 3S Artspace, and Maggie Osborn, owner of the new restaurant that will be opening in June, were present. Mr. Holbrook stated they thought the one-way designation had already been approved in combination with some jersey barriers. Public Works Director Rice responded that they were still working out the final details. Mr. Holbrook noted that if the one-way was approved and the jersey barriers were installed, they would hinder deliveries. He stated the whole road would be blocked if a delivery truck had to stop near the jersey barriers.

Ms. Osborn agreed with Mr. Holbrook's comments. She spoke to the all day parking by hotel employees in the spaces. She also requested the loading zone be designated 7 days a week so deliveries can be made on Sundays.

Chairman Roberts noted that there had been a discussion about metering the area. Public Works Director Rice responded that metering the area would definitely provide turnover and the topic was planned for a future meeting. He stated if there was a desire for the Committee to address it sooner, then it could be done. Ms. Osborn commented that it was time sensitive due to the restaurant opening the first week of June. Parking is her biggest concern as a new business owner.

The Committee discussed construction vehicles parking in City parking spots, the increase in the number of requests made by businesses for loading zone parking and how the new garage will change the parking inventory.

B. Request to lower speed limit to 20 mph on Dodge Avenue, by Harold Sullivan.

Chairman Roberts noted that a site visit was conducted on Tuesday. Eric Eby stated the request came from residents of Dodge Avenue who are frustrated by people in the neighborhood driving faster than they consider reasonable. Eric Eby completed a preliminary investigation and noted most cars travel at 20 mph. He stated there were a few in the 25-30 mph range. By default the roadway is 30 mph although there are no signs posted.

Harold Whitehouse questioned if they could make this decision today without collecting additional data. Eric Eby responded that they had some speed data already that showed the average speeds were 20 mph. The Committee discussed posting a 25 mph speed limit sign.

Harold Whitehouse moved to put up a sign for 25 mph on Dodge Ave., seconded by Ronald Cypher.

Public Works Director Rice spoke to the motion. He did not support the motion, unless Eric Eby could support the evaluation with a warrant. Deputy City Manager Colbert Puff completely agreed with Public Works Director Rice. There was no reason for the Committee to forgo having a full evaluation done of the road, when there is time to complete it. Harold Whitehouse recognized more discussion was needed on this issue, and withdrew his motion.

Chairman Roberts agreed with the comments, but pointed out that the City has a traffic plan and this was designated a neighborhood street. Chairman Roberts agreed with tabling this issue for further discussion. He noted that if it saved time in the future to lower the speed limit on a similar situation without using City resources for further study, then the Committee could do that.

Ralph DiBernardo clarified that the City could not enforce a speed limit of 20 mph in the state of NH without citing a specific safety issue or a school zone. Police Captain Warchol confirmed that was correct. There needed to be a reason for the 20 mph. He also agreed with Public Works Director Rice's statements.

Harold Whitehouse moved to have staff collect data and report back at the next meeting if possible, seconded by Shari Donnermeyer. **Vote 9-0, to have staff collect data and report back at the next meeting, if possible.**

C. Request to expand No Parking area on Highland Street near Middle Street, by Jane Nilles. Chairman Roberts noted a site visit was conducted on Tuesday. He asked if there was discussion needed or if a motion could be made. Deputy City Manager Colbert Puff moved to have staff collect data and report back, seconded by Shari Donnermeyer. **Vote 9-0, to have staff collect data and report back.**

D. Electric vehicle charging station parking space regulations. Harold Whitehouse questioned if this issue should come before the Committee, or should staff decide this issue. Eric Eby clarified that it was a matter of deciding the time limits on the spaces, and enforcement. These items are part of the City Code of Ordinances, which the Committee votes on.

The Committee discussed the reasons why the second charging station was installed at Junkins Avenue and South Street and the costs associated with it. Parking Director Fletcher stated the cost for the two head unit was approximately \$7,500.

Chairman Roberts added that City Council wants to encourage the use of electric vehicles. This action would limit cars from staying in the parking spot for more than 4 hours.

Deputy City Manager Colbert Puff moved to approve parking regulations for electric vehicles, seconded by Harold Whitehouse. **Vote 9-0, to approve proposed parking space regulations for electric vehicles.**

VII. OLD BUSINESS:

A. Report back: Request to restrict parking along both sides of Thaxter Road within 150 feet of Islington Street, by Jesse Choquette. Eric Eby collected data with a traffic camera and watched how many people were parking and how long the queue was on Thaxter Road. Based on the data, Eric Eby's recommendation was to limit parking an additional 40 feet. Parking would be restricted 60 feet from the intersection of Islington Street on Thaxter Road. Chairman Roberts clarified that it was a half measure from what was requested. Eric Eby confirmed that was correct.

Ms. Donnermeyer questioned how many parking spaces would be taken away. Eric Eby responded that it would be taking away 2 spaces on one side and 1 space on the other side.

Public Works Director Rice moved to limit the No Parking area on both sides of Thaxter Road to within 60 feet of Islington Street, seconded by Deputy City Manager Colbert Puff.
Vote 9-0, to limit No Parking area on both sides of Thaxter Road to within 60 feet of Islington Street.

B. Report back: Frank Jones Neighborhood Turnpike connections. Mary Lou McElwain questioned if it was possible to separate the Echo Avenue closure and the Farm Lane change. Chairman Roberts confirmed that they could, but noted they should hear Eric Eby's report first.

Eric Eby noted that the report contained a recommendation to close Echo Avenue at the Turnpike. He stated it could not be done further up at the Ford Dealership driveway because there is a house there that still needs to get out to the road without going through the dealership. This would allow vehicles to travel down from Woodbury Avenue and get to that house. Eric Eby understood that if Echo Avenue is closed it could divert traffic to Farm Lane. That is why there is another recommendation to make Farm Lane a one-way. Eric Eby proposed to try this for a six-month period to see how it worked. It would be monitored and evaluated. It would be something that could easily be removed if there were any problems. Eric Eby would work with the DOT on what type of treatment they would like to see in that location.

Mary Lou McElwain noted that the reason she asked to split the two was because today they had heard from several businesses that had been established 30-40 years ago. In the past they had heard from neighbors only. Mary Lou McElwain wanted to separate Echo Avenue, which was the neighborhood issue from Farm Lane, which seemed to be the businesses issue.

Chairman Roberts requested a motion to separate the voting. Mary Lou McElwain moved to separate the voting of Echo Avenue from Farm Lane, seconded by Shari Donnermeyer.

Deputy Fire Chief Heinz clarified whether or not the Committee voted to close Echo Avenue for six months, and noted that there were insufficient details about how that would be done. Public Works Director Rice responded that the original motion when it was combined with Farm Lane was to close it. Mary Lou McElwain pointed out that they should be considered separately because there are business considerations. There was agreement that it was acceptable, so it was separated.

Eric Eby noted the roadway would probably be closed with jersey barriers because it's temporary and signs would be covered to close the exit. Deputy Fire Chief Heinz noted that it affects the Fire Department, and how it is closed matters to them. The Committee

discussed separating the action items. Mary Lou McElwain moved to split the two decisions, seconded by Public Works Director Rice. **Vote 9-0, to separate the action item into two separate motions.**

Mary Lou McElwain moved to close Echo Avenue for a 6-month period, seconded by Public Works Director Rice.

Deputy Fire Chief Heinz questioned what that closure would look like. Eric Eby responded that it would be based on a discussion with DOT because it is their roadway. The closure needs to comply with their standards and safety rules. Deputy Fire Chief Heinz requested to be involved in the closure discussions. Chairman Roberts commented that Deputy Fire Chief Heinz said at the hearing they were comfortable going in from the Woodbury Avenue side. Deputy Fire Chief Heinz responded that was correct, but also noted that the concerns of the Fire Department needed to be on the record. Public Works Director Rice clarified that the study was to measure the impact of the closure, not whether or not they would close it. Deputy Fire Chief Heinz confirmed that was correct. Public Works Director Rice noted that as they move forward with the details of the closure and what DOT accepts, they would work closely with Fire and Police as well.

Deputy Fire Chief Heinz asked Ms. Walker if there was anything in best practices that talked about long dead end streets being a good process or is a best practice more of a grid layout? Ms. Walker responded in general you try not to have long dead end streets.

Public Works Director Rice moved to suspend the rules to allow for public comment on Echo Avenue, seconded by Harold Whitehouse. The motion passed unanimously.

Jennifer McCafferty supported the pilot project. Ms. McCafferty advised that summer was coming and the GPS sends more traffic through the neighborhood. It would be good to see something in place in a timely manner.

Steve Mower wanted to reinforce that this was an off-ramp from a highway. This change would be creating a long dead end road. It would also prevent traffic from coming in at a high speed into a residential neighborhood.

Bruce Osborn thought the road should be made a dead end before construction began on the Woodbury Avenue Bridge. He stated the road cannot handle all the traffic.

Cathy Cosgrove lives at the intersection of Woodlawn Circle and Echo Ave. Ms. Cosgrove appreciated the Committee's consideration and looked forward to the trial. Ms. Cosgrove echoed Ms. McCafferty's comments that they were hopeful something could happen before summer starts.

Chuck McMahon asked Planning Director Walker for feedback on best practices regarding exiting from a turnpike into a residential neighborhood. Mr. McMahon acknowledged that this was a trial closure, but encouraged the Committee to consider this closure to be long-term.

Vote 9-0, to fully close Echo Avenue at the Turnpike as a pilot project for six months.

Deputy City Manager Colbert Puff moved to postpone action on Farm Lane until the results of the pilot project were completed and evaluated, seconded by Mary Lou McElwain.

Police Chief Warchol clarified that they would be monitoring Farm Lane during the six-month study, but wanted to make one thing clear and go on record. If this becomes a major issue before the 6 months were up, then they need to reconvene as a Committee and discuss the issue. Deputy City Manager Colbert Puff agreed. Public Works Director Rice added that during the trial, Eric Eby would be looking at other treatment options for the area as well.

The Committee discussed the closure of the Woodbury Avenue Bridge and the official detour route. Eric Eby stated he would be working with DOT regarding increased traffic and traffic calming measures. Chairman Roberts added that he was in favor of interim measures to help slow traffic in that area. Eric Eby commented that DPW would be putting edge lines in next week on Bartlett Street to make the roadway feel narrower.

Vote 9-0, to postpone action on Farm Lane until the pilot project on Echo Avenue is completed and results are evaluated.

C. Report back: Islington Street at Albany Street crosswalk and bump-out. Harold Whitehouse moved to include the crosswalk and bump-out as part of the Islington Street corridor reconstruction project, seconded by Ronald Cypher.

Chairman Roberts questioned when that project was going to start, and if it would be feasible to do this for the summer on a temporary basis? Eric Eby responded that the Islington Street project would not start for several months. A schedule would be determined once a contractor had been chosen. He did not anticipate any construction starting this summer. Chairman Roberts questioned what the expense would be to put it in temporarily. Eric Eby responded that it would involve staff time and approximately \$1,000.00 in materials. Chairman Roberts amended the motion to do it on an interim basis for the summer.

Mary Lou McElwain questioned how extensive the bump out would be, and noted concern for cyclists going around it. Eric Eby explained how the temporary bump-out would be installed. Deputy City Manager Colbert Puff noted that it was her understanding that DPW perceives this as a relatively small solution that can be implemented in a timely manner, and seconded Chairman Roberts' amendment.

Deputy Fire Chief Heinz clarified that they were voting on the bump-out and crosswalk just in front of White Heron Tea and Coffee. Eric Eby confirmed that was correct. **Vote 9-0, to include crosswalk and bump-out as part of the Islington Street corridor**

reconstruction project and construct a temporary crosswalk and bump-out on an interim basis beginning this summer.

D. Report back: Langdon Street and Brewster Street parking and traffic flow. Eric Eby noted that they were following up on recommendations that the Committee made about parking on Langdon St. He performed more traffic counts and looked at the traffic flow on Brewster and Langdon. Residents have also complained that parking is happening on both sides of Langdon and Brewster and blocking traffic. He stated there are no parking restrictions on either side in the ordinances. He stated this is a matter of clearing up the parking and making recommendations based on the traffic flow. Brewster is very narrow with parking on one side. He stated the parking needed to be addressed immediately and it wouldn't have an effect on the two-way or one-way flow. There could be a public meeting to discuss the traffic flow changes.

Public Works Director Rice moved to allow public comment, seconded by Chairman Roberts. The motion passed unanimously.

Paul Winkley has worked for Regan Electric for 26 years and has a good understanding of the traffic flow in and out of the company. A camera was put up to study the traffic in the area. The flow in and out of the company is up Langdon. The recommendation for no parking stops at 91 Langdon St. The two parking spaces outside of 91 Langdon St. is the real issue for getting in and out of Regan Electric with the large bucket trucks and trucks with trailers. Mr. Winkley asked that the no parking be extended to north of 81 Langdon St. to allow them to facilitate getting large vehicles in and out of the property. Eric Eby responded that they didn't have any video evidence on the camera footage of Mr. Winkley's observations but his request made sense.

Deputy City Manager Colbert Puff noted that the sample motion was to have a public meeting, and that request came from a member of the public. Before the Committee makes any decisions they should afford the public the ability to weigh in on all of these issues.

Deputy City Manager Colbert Puff moved to schedule a public meeting on the proposed changes, seconded by Mary Lou McElwain.

Harold Whitehouse requested to have the public hearing in Conference Room A so it could be televised. Chairman Roberts clarified that it would take place at the next PTS meeting.

Vote 9-0, to schedule a public discussion on proposed changes at the next meeting.

E. Report back: Intersection of Middle Street and State Street. Eric Eby commented that this was part of the request to remove metered parking spaces on State Street earlier this year. They also looked at the intersection of State Street and Middle Street to see if

there was anything they could do to help slow traffic making the right turn from Middle Street onto State Street. That corner is a tight radius and there is not a lot of volume coming around it. There is no way to tighten it up any more and still allow vehicles to make that turn. Eric Eby recommended no changes to that corner at this point.

Mary Lou McElwain moved to follow Eric Eby's suggestion, seconded by Deputy City Manager Colbert Puff. **Voted 9-0, to approve staff recommendation to make no changes.**

F. Report back: Chairman Robert's parking space suggestions. Chairman Roberts stated this action item was important because it added parking where it did not previously exist and each metered space downtown generates about \$3,000 a year. He stated being able to add more parking in a safe manner is a positive thing to do.

Eric Eby looked at each suggestion and addressed them in his report back. The first is on Fleet St. in between State St. and Court St. There is no parking on either side now, but if the centerline was moved, parking could be installed on the TD Bank parking lot side of the street. Approximately 5 spaces could be added. The issue is that across State St. on the other section of Fleet St., there is already parking on the other side of the street. The parking would be switching from one side to the other side as you go through the intersection. It would also be creating an offset centerline, so if cars don't shift to the right they could have a potential head-on collision. However, the distance is wide enough and speeds are low enough it would not be a primary concern. It would work from that standpoint, but there are other issues. The street is a major connection for fire trucks to get through from the station. Deputy Fire Chief Heinz commented that this was a non-starter for the Fire Department. Every event action plan produced by Fire and Police exercises Fleet St. as a way to get from Fire Station 1 to Congress St. and to Hanover St. Harold Whitehouse agreed with the Deputy Chief. Safety is an important issue.

Public Works Director Rice questioned what the clear space was between the parking stalls and the curb. Eric Eby responded that its 22 feet from the spaces to the other curb. Chairman Roberts noted that there was already parking on Fleet St. after Congress St. He stated it would not be narrowing the street because there is parking there. Deputy Fire Chief Heinz agreed but noted that this has been designated a City core slow street. He stated every action plan we have now leaves Fleet St. open for emergency vehicles to get to the other side of the city. Deputy Fire Chief Heinz suspected that the snowplows, trash trucks and delivery vehicles would have similar issues.

Chairman Roberts clarified that when a fire truck came out of the station onto Fleet St. they would be in the left lane. Deputy Fire Chief Heinz confirmed that was correct and noted that it was already hard for them to maneuver. Chairman Roberts noted that the proposed parking would be on the right lane. If they were in the left lane they wouldn't be near the right curb. Deputy Fire Chief Heinz responded that he's been driving fire trucks around the city for 29 years and does not support the change. Police Captain Warchol added that the area on Fleet St. has a lot of traffic that comes off of State St. on to Fleet St. Considering that traffic, fire trucks turning left would be greatly impacted if parking was on the road. Chairman Roberts questioned if some spaces could be added on the

Deer St./Hanover St. side of Fleet St. on the second block. Fleet St. is already narrowed by other spaces. He stated if the Fire and Police Staff were concerned about the first block then it could be moved to the second block. Deputy Fire Chief Heinz responded that they would have concerns for the second block. There is a large reconstruction project on the Franklin block. He stated the State St. fire had ladder trucks set up on all 4 corners. There was one on Church St. because there just wasn't enough room on the street.

Harold Whitehouse proposed delaying discussion until next month. Deputy Fire Chief Heinz acknowledged Chairman Roberts suggestion for compromise and asked if it was possible to reduce the spots from 5 to 2. Public Works Director Rice clarified Deputy Fire Chief Heinz was talking about the first two spots. Deputy Fire Chief Heinz responded that he was thinking about the spots in the middle. They need room for cars to get out of the way. He suggested two spaces mid-block as a compromise. Chairman Roberts clarified that the question would be what's easiest for traffic flow and the Fire Department. Eric Eby responded that the further they are pulled away from the intersection the better.

Public Works Director Rice moved to revisit this proposal and come back next month with a recommendation, seconded by Ronald Cypher. **Vote 9-0, to postpone action item until next month's meeting.**

VIII. INFORMATIONAL:

- A. Parking revenue report line item explanation, and tax rate offset, by Parking Director Ben Fletcher. Chairman Roberts noted that the explanation of the parking revenue was in the packet. Public Works Director Rice suggested that Mary Lou McElwain address questions offline with Parking Director Fletcher. No action was required by the Committee.
- B. Rectangular Rapid Flash Beacon (RRFB) installation at Miller Avenue and Lincoln Avenue. No action was required by the Committee.
- C. Zagster bike share 2018 update, by Planning Director Juliet Walker. This was postponed to next month's meeting.
- D. Neighborhood Traffic Calming Program, by Planning Director Juliet Walker. This was postponed to next month's meeting.
- E. Parking meters on Vaughan Street, Raynes Avenue, Islington Street, State Street, and Parrott Avenue. This was postponed to next month's meeting.
- F. Emails regarding Bartlett Street and Cate Street area. This was postponed to next month's meeting.
- G. PTS open action items. No action was required by the Committee.

Harold Whitehouse commented that action items have increased in volume and more people are attending the meetings. He questioned if PTS meetings should be held twice a month. He also mentioned that the public often suggests adding speed bumps, which aren't allowed at the state level unless it's a privately operated road.

IX. ADJOURNMENT – at 9:35 a.m., VOTED to adjourn.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – June 7, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
City Manager, John Bohenko
Public Works Director, Peter Rice
Police Captain, Frank Warchol
Deputy Fire Chief, James Heinz
Member, Harold Whitehouse
Member, Ronald Cypher
Member, Mary Lou McElwain
Alternate Member, Ralph DiBernardo

Members Absent:

Member, Shari Donnermeyer

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Planning Director, Juliet Walker

III. ACCEPTANCE OF THE MINUTES:

Mary Lou McElwain moved to accept the meeting minutes of May 3, 2018.
Seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

IV. FINANCIAL REPORT:

Deputy Fire Chief James Heinz moved to accept the financial report dated April 30, 2018.
Seconded by Ronald Cypher. **Motion passed 9-0.**

V. PUBLIC COMMENT:

Jane Nilles supported the prohibition of parking on the west side of Highland St. up to the first driveway. Parking on both sides creates traffic and pedestrian problems, and prohibits good sight lines.

City Manager John Bohenko moved to advance action item VII.D. (Landgon St. and Brewster St. parking and traffic flow public meeting) to be addressed next on the agenda.
Seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

D. Report back: Langdon Street and Brewster Street parking and traffic flow public meeting. Chairman Roberts read an email from Kelly Hurd. She supported the change. The road is too narrow for two-way traffic and parking. Making the street one-way would eliminate sight line issues.

Public Comment: David Rheaume requested that the last proposed parking space on Langdon Street not be approved. McDonough St. and Langdon St. are very narrow at that corner. It is already tight for large trucks to make that turn, and adding a parking spot there would create more of an issue.

Michelle Wirth supported the change on Brewster St. to one-way from Islington St. She expressed concern about where people would park if there were no more parking on Langdon St. north of McDonough St. Eric Eby replied that they tried to strike a balance between residents' requests to eliminate parking and the neighborhood need for parking. Ms. Wirth was not in support of removing parking on Langdon St.

Neil Cohen was not in support of removing parking and noted that the parking in that area was very tight. Many of the lots do not have room for parking, so the residents must find parking on the street.

Harold Whitehouse moved to change Brewster Street to one-way from Islington Street to McDonough Street; restrict parking on east side of Brewster Street north of McDonough Street; restrict parking on east side of Langdon Street north of #81 Langdon Street. Seconded by Ronald Cypher.

Eric Eby stated that the recommendation was to make Brewster St. one-way from Islington St. to McDonough St. because the roadway is narrow and it would not be a big change in traffic volume. The recommendation is to also restrict parking on the east side of Brewster St. by Nickerson-Remick. The parking would remain on the residential side of the street. The recommendation for Langdon St. is to restrict parking from #81 north. Eric Eby has talked to Regan Electric and saw how difficult it was to get vehicles in their driveway with cars parked on the street. Before the houses were built there was no curbing, so they could make the turn more easily. Eric Eby clarified that 3 parking spaces would be eliminated with this change.

Mary Lou McElwain clarified that the back loop did not have parking. Eric Eby confirmed that had already been posted no parking. It is not a city street; it is a city parcel with a roadway on it. It is a narrow curved roadway that would not allow for parking. If it became a city street, then they could look at possibly changing the parking rules. It still may be difficult to add parking though. Mary Lou McElwain noted that the parking in that area was a big issue. She recommended approving the one-way on Brewster Street, but holding off on making a decision on parking. They could revisit the parking once the new garage was complete. Eric Eby responded that when cars were parked on the Nickerson-Remick side of Brewster St. it was difficult to get one lane of traffic through. It was an issue that needed to be addressed now.

Ralph DiBernardo noted the safety issues the parking created. It did not allow for emergency vehicles to get into the street, and it prevented the vehicles from getting in and out of businesses. He did not think the Committee should postpone this action item.

Harold Whitehouse suggested implementing the change on a trial basis. Eric Eby responded that anything the PTS votes on is on a trial basis for up to a year.

Public Works Director Peter Rice moved to suspend the rules to allow for additional public comment. Ronald Cypher seconded. **Motion Passed 9-0.**

Neil Cohen opposed the proposed parking restrictions on Langdon Street near Regan Electric.

Ronald Cypher amended the motion to add a report back in 60 days. Seconded by Harold Whitehouse. **Vote 8-1, to change Brewster Street to one-way from Islington Street to McDonough Street; restrict parking on east side of Brewster Street north of McDonough Street; restrict parking on east side of Langdon Street north of #81 Langdon Street with a report back in 60 days.**

Mary Lou McElwain voted opposed.

Chairman Roberts stated there were two people this morning who supported the action item. One submitted an email and the other person had to leave the meeting before addressing the Committee.

VI. NEW BUSINESS:

A. Request to renew valet parking license, by the One Hundred Club.

City Manager John Bohenko moved to renew the valet parking license for the One Hundred Club. Seconded by Ralph DiBernardo. **Motion passed 9-0.**

VII. OLD BUSINESS:

A. Report back: Request to expand No Parking area on Highland Street near Middle Street, by Jane Nilles. Ronald Cypher moved to prohibit parking on west side of Highland, up to first driveway. Seconded by Public Works Director Peter Rice. **Vote 9-0, to prohibit parking on west side of Highland Street, up to first driveway.**

Eric Eby noted that this parking restriction would allow for traffic to pass. Parking would still be allowed on the other side of the roadway because there is a high demand for parking in that area.

B. Report back: Request to lower speed limit to 20 mph on Dodge Avenue, by Harold Sullivan. Eric Eby noted that after recording speeds on Dodge Avenue, the 85th percentile speed was 22 mph and the average speed was less than 20 mph. They can't post a speed limit of 20 mph by state law. The lowest they can post is 25 mph.

City Manager John Bohenko moved to lower speed limit to 25 mph and post 25 mph speed limit sign. Seconded by Ralph DiBernardo. **Vote 9-0, to lower speed limit to 25 mph and post 25 mph speed limit sign.**

C. Report back: Request for a loading zone between the hours of 9 am and 5 pm, 7 days a week, on Vaughan Street at 3S Artspace, by Martin Holbrook. Ronald Cypher moved to make no change at this time and revisit after hotel construction is complete. Seconded by City Manager John Bohenko.

Eric Eby noted that this location was not impacted by the hotel construction. They could still double-park their trucks like they have been doing. The parking in this area is in high demand, and they did not want to take parking away. It is best to keep this as is, and take another look at it once the hotel construction is complete.

Chairman Roberts agreed that parking was in high demand in that area, and was reluctant to restrict a large number of spaces to one user during the day.

Vote 9-0, to make no change at this time and revisit after hotel construction is complete.

E. Report back: Chairman Robert's parking space suggestions. Chairman Roberts noted that most of his suggestions came back in the negative. He suggested having staff further confer with the Fire and Police Departments to discuss their concerns and report back at the August meeting.

Ralph DiBernardo moved to have City Manager meet with the Chairman, City staff from the Public Works, Fire, Police, and Planning Departments on Fleet Street parking suggestions and report back at the August 2, 2018 meeting. Seconded by Harold Whitehouse. **Vote 9-0, to have City Manager meet with the Chairman, City staff from the Public Works, Fire, Police, and Planning Departments on Fleet Street parking suggestions and report back at the August 2, 2018 meeting.**

Harold Whitehouse suggested testing the issue with the Fire Department's #5 ladder truck, if possible.

Chairman Roberts stated the Congress Street (Music Hall to Maplewood Avenue) parking space suggestions would be addressed at a later date when the analysis of a two-way street is finished. The other suggestions did not need to be looked at further.

VIII. INFORMATIONAL:

A. Zagster bike share 2018 update, by Planning Director Juliet Walker.

Planning Director Juliet Walker provided a presentation on the Zagster program. The program is in its second year. A Zagster station has been added at Portwalk Place. The Zagster program is a lease agreement, so the city has very little involvement with maintenance and upkeep. The station on Russell St. in front of the Sheraton was moved to a spot in front of City Hall. Since the Portwalk Place station was added, they felt that

it was an opportunity to pilot the station at City Hall. The locations will be monitored for usage data.

Mary Lou McElwain was not in support of the Zagster program because it did not provide helmets. She did not think that the City Hall location was safe because of the ongoing construction. Planning Director Juliet Walker responded that the City Hall location was chosen based on visibility and not interrupting traffic flows. She was in conversation with the Farmer's Market to ensure that the Zagster location did not interfere with the market.

Planning Director Juliet Walker explained to the Committee the membership options, maintenance protocol, sponsorship program for new locations and the financial cost to the City.

B. Neighborhood Traffic Calming Program, by Planning Director Juliet Walker.

Planning Director Juliet Walker presented the Application for Traffic Calming Measures and stated that the form was formalizing a process already in place. She felt that it was important for people to have a clear process that outlined what information needed to be provided in the request. There is a web page for the traffic calming program that includes the application presented today. Eric Eby will initially review the applications. He will evaluate the requests and perform initial analysis before presenting them to the Committee. The application process will require residents to provide more information about the issues they are raising. Some requests will require a petition to be submitted as well. This process will encourage collaboration with the residents and discussion about different solutions. Chairman Roberts spoke in favor of this process.

C. Middle Street bike lane project, by Planning Director Juliet Walker.

Planning Director Juliet Walker provided an update on the project. They were successful in receiving a reasonable bid from Highway Safety Systems. Construction is anticipated to start later in the summer. City funding for the project is around \$90,000 and \$180,000 is coming from grants. A few items were taken off the initial plans, like the pedestrian actuated signals, but if more funding becomes available they will be added back in.

Harold Whitehouse asked what the length of the bike lane project would be. Planning Director Juliet Walker responded that it would be from the Andrew Jarvis Drive intersection to Miller Avenue.

Ralph DiBernardo asked if it was paint only. Planning Director Juliet Walker responded that it was paint and bollards. The bollards can be removed and they will work with DPW to determine when they should be removed for snow plowing season.

Public Works Director Peter Rice clarified that the Andrew Jarvis Drive intersection would be under construction after the end of the school year. The road would be widened to help allow for the bike lane. The entrance to the high school will be closed during the weekdays for the summer. The construction will be complete by the time school is back in session, and the mast arm for the signal will come a few weeks after that.

Harold Whitehouse asked about the intersection of Greenleaf Avenue and Lafayette Road. Public Works Director Peter Rice responded that they were constructing the Andrew Jarvis Drive intersection first. After that, the traffic flow would be reevaluated and the Greenleaf Road area would be reviewed.

D. Parking meters on Vaughan Street, Raynes Avenue, Islington Street and State Street. Public Works Director Peter Rice noted that area had 100% utilization all the time. Metering these spaces will encourage turnover. The information provided today was just informational and City staff would be reporting back to the Committee with specifics at a future meeting.

E. PTS open action items. No discussion by the Committee.

IX. MISCELLANEOUS:

The Committee discussed the topic of roadway markings (painting lines) to designate on-street parking spaces.

Ralph DiBernardo complimented the police officers working in Market Square on May 4th on crosswalk and stop sign enforcement. He thanked Public Works for addressing the problem of cars parking on the grass on Aldrich Road near Islington Street.

Chairman Roberts informed the Committee in a recent Police Department presentation to City Council the data showed a decline in traffic accidents.

Harold Whitehouse noted that he hoped the Committee would be included in a City Council site visit to the new garage site.

Mary Lou McElwain stated she wanted to rescind her vote at the May 3, 2018 meeting on action item (VI.D.) regarding electric vehicle charging station parking space regulations. She opposes free parking at the electric car charging stations. Mary Lou McElwain moved to reconsider the vote.

Public Works Director Peter Rice clarified that the spaces were already free. The direction from City Council was to start installing charging stations. The charging station at the garage was grant funded. The charging station at City Hall was through parking funds. The fee committee will be working to determine an appropriate fee to charge at the stations.

The motion was not seconded, so the motion will not be considered.

Mary Lou McElwain stated she wanted on the record that she was opposed to two free parking spaces next to the free charging station.

Pat Bagley handed out a petition signed by 25 residents that opposed the proposed new parking spaces in front of Langdon House. She questioned how this parking would be a traffic calming method. Public Works Director Peter Rice clarified that they were not putting parking in that area as part of a project. Chairman Roberts stated the issue was referred to the Committee by Councilor Dwyer on June 4, 2018. The referral to the Committee from City Council is to consider adding parking in front of the Langdon House.

X. ADJOURNMENT – at 9:21 a.m., VOTED to adjourn.
Respectfully submitted by:

Becky Frey
PTS Recording Secretary

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PARKING and TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – July 5, 2018
City Hall – Conference Room A

MEETING CANCELLED

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AMENDED MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – August 2, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
City Manager, John Bohenko
Police Captain, Frank Warchol
Deputy Fire Chief, James Heinz
Member, Ronald Cypher
Member, Shari Donnermeyer
Member, Mary Lou McElwain
Member, Harold Whitehouse
Alternate Member, Ralph DiBernardo

Member Absent:

Public Works Director, Peter Rice

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher

III. ACCEPTANCE OF THE MINUTES:

Ronald Cypher moved to accept the meeting minutes of the June 7, 2018 meeting, seconded by Harold Whitehouse. **Motion passed 8-0.**

IV. FINANCIAL REPORT:

No financial report.

V. PUBLIC COMMENT:

Liz Good, North Church moderator, spoke to agenda item (VI.C.) regarding motorcycle parking on Pleasant Street. Ms. Good noted that the North Church conducts public tours in the summer and is currently increasing programming at the building. Ms. Good was concerned about the noise impact.

Caroline McMullen, North Church deacon, expressed concerned about agenda item (VI.C.). She stated motorcycle parking was moved to the other side of Pleasant Street a few years ago because North Church's windows are so fragile. She also expressed concern about the noise impact.

Cate Jones is a resident of Portsmouth and spoke to agenda item (VI.C.). Ms. Jones did not see any need to provide any motorcycle parking in Market Square.

Roger Pederson is a resident of Portsmouth and spoke to agenda item (VI.C.). He stated the Police Department has equipment to measure motorcycle noise and to ensure compliance. He said that the motorcycle spaces maximize parking in the City.

Robin Rousseau lives on the corner of Fleet Street and Congress Street. She stated the motorcycle noise level is very high. Ms. Rousseau suggested that motorcycle parking be added at the entrance of the new Deer Street Garage. She felt it would redirect motorcycle traffic out of Market Square.

VI. NEW BUSINESS:

A. Request for a loading zone on Brewster Street, by The Kitchen. City Manager John Bohenko moved to approve a time restricted loading zone on Brewster Street, north of Islington Street. Seconded by Shari Donnermeyer.

Eric Eby provided background on this agenda item. The loading zone that was there was not in the City ordinances. This action will make it an official loading zone. Chairman Doug Roberts noted that the restaurant owner requested that the space be restricted as a loading zone from 7 a.m. to 3 p.m. Ralph DiBernardo added that the owner did not need the space on the weekends.

City Manager John Bohenko amended the motion to approve a loading zone between the hours of 7 a.m. and 3 p.m., Monday through Friday, on Brewster Street, north of Islington Street. Seconded by Harold Whitehouse. Motion passed 8-0.

B. Request to reaffirm parking restriction on both sides of Hill Street between Bridge Street and Autumn Street, by Martin Burns. **Harold Whitehouse moved to prohibit parking along both sides of Hill Street between Bridge Street and Autumn Street, seconded by Shari Donnermeyer.**

Eric Eby noted that the matter was presented by a resident. Currently, there is No Parking signage on Hill Street at this location. However, there has been a problem with enforcement because it's not in the City ordinance. PTS voted in 2001 to prohibit parking on both sides of Hill Street, but it was not recorded in the ordinance at that time.

The Committee discussed enforcement issues associated with it not being in the City ordinance.

Motion Passed 8-0.

C. Relocate motorcycle parking spaces in Market Square from east side of Pleasant Street to the west side of Pleasant Street. **City Manager John Bohenko moved to table the action item, seconded by Ronald Cypher.** City Manager Bohenko elaborated that this would give City staff more time to research the options presented by speakers in today's public comment period.

Ralph DiBernardo requested Police Captain Frank Warchol explain the state regulations on motorcycle noise and enforcement. Police Captain Frank Warchol commented that motorcycle noise is specifically governed by decibel levels by the State of New Hampshire. NH State law limits the volume of motorcycle exhaust noise at different levels, depending on speed and engine type. He stated that NH State law is specific about how and where motorcycle noise should be measured and provided details. He also stated that by state law, a police officer cannot walk up to a motorcyclist and request to test the bike. In order to legally test a motorcycle's exhaust noise, the driver must be stopped because of a violation e.g. running a stop sign, speeding, having a tail light out. NH State law prohibits the enforcement of motorcycle noise level restrictions at motorcycle-only roadside checkpoints.

Shari Donnermeyer questioned what motivated this proposal. City Manager John Bohenko responded that there has been a lot of frustration about the issue in the area.

Motion Passed 8-0.

D. Request for a handicap parking space at 30 Sudbury Street, by Randle Wright. **Harold Whitehouse moved to designate parking space on south side of Sudbury Street in front of #30 Sudbury Street as Handicap Parking Only, seconded by Ronald Cypher.**

Mary Lou McElwain commented that Randle Wright requested that it not be marked on the pavement, but she felt that it should be marked to be consistent with other spots in the City. Eric Eby noted that the law required a sign that is visible all year round. The City has been adding the pavement markings for extra visibility, but it is not required by law. City Manager John Bohenko pointed out that pavement markings make it more difficult to move the spot, if needed.

Ralph DiBernardo noted that the requester Randle Wright referred to the spot as his designated spot in the letter. He clarified that it would be a public handicap parking space.

Motion passed 8-0.

E. Reinstall NO TURN ON RED signs at the intersection of Middle Street, Miller Avenue and Summer Street. **City Manager John Bohenko moved to prohibit right turns on red at the intersection of Middle Street, Miller Avenue and Summer Street, seconded by Mary Lou McElwain.**

Eric Eby noted that this was presented by residents in that area. The sight lines at this intersection are not conducive to allow right on red. He spoke to the visibility challenges of the intersection.

Chairman Doug Roberts questioned if there was a way to realign the crosswalks to allow for better visibility. Eric Eby responded that the intersection geometry does not allow for realignment because the crosswalks are designed to use the shortest route possible. If they went corner to corner it would increase the crossing distance and create delays for pedestrians and traffic.

Shari Donnermeyer questioned if it was still prohibited to go right on red from Middle Street to State Street. Eric Eby responded there is a blank-out sign that displays only when pedestrians cross.

Mary Lou McElwain commented that it was hard to see the pedestrian lights from the intersection. City Manager John Bohenko responded they would look into adding it to the Capital Improvement Plan (CIP) for next year.

Motion Passed 8-0.

F. Two hour time limit on tennis court and playground parking spaces in South Mill Pond lot. City Manager John Bohenko moved to restrict 9 parking spaces nearest the tennis courts, and the 7 parking spaces currently designated as Playground Parking Only in the South Mill Pond parking lot, to 2 hour parking time limit, seconded by Mary Lou McElwain.

Eric Eby noted that this parking lot is filled to capacity almost every day. It's a free lot that is within walking distance of downtown. People who come to use the facilities have nowhere to park because cars are parked all day. This is an attempt to create turnover.

City Manager John Bohenko questioned if there could be a seasonal restriction added. He stated people will not be using the facilities in the winter. He recommended restrictions be in effect from April to December.

City Manager John Bohenko amended the motion to restrict 9 parking spaces nearest the tennis courts, and the 7 parking spaces currently designated as Playground Parking Only in the South Mill Pond parking lot, to 2 hour parking time limit, from April 1st through December 1st, seconded by Mary Lou McElwain.

Ralph DiBernardo questioned if the parking spaces would be for the playground only or if they would just have a two-hour time limit. Eric Eby responded that the parking spaces now are marked for playground only and they do not have a time limit. This change would add a time limit to the playground use.

Mary Lou McElwain questioned how this would be enforced. City Manager John Bohenko responded that it would be enforced by making chalk marks on the vehicle tires.

Harold Whitehouse pointed out that there were only three handicap spots in the parking lot. Is that compliant? Eric Eby responded that it was. Harold Whitehouse noted that they were full all the time.

Motion passed 8-0.

VII. OLD BUSINESS:

A. Report back: Langdon Street parking changes. Eric Eby commented that at the last meeting the Committee voted to restrict parking on both sides of Langdon Street except for the one space nearest to the McDonough Street intersection. When City staff erected signage, it became clear that there was not enough room for a parking space because of the crosswalk. Currently, parking is restricted on both sides of Langdon Street from McDonough Street to the end of the street. This report back to the Committee was supposed to address that one spot, and if it was impacting Regan Electric trucks. Since the space does not exist, no report back is needed.

B. Report back: Chairman Robert's parking space suggestions. Chairman Doug Roberts noted that there was a meeting to discuss the parking suggestions on Fleet Street. The final decision was to not do anything in the short term but wait until the roadway is reconstructed. When reconstruction is completed, it will be reevaluated to see if there is room to add parking.

Eric Eby commented on Chairman Robert's parking space suggestion on Maplewood Avenue next to the Bridge Street parking lot. He stated there is a long-term design project on Maplewood Avenue and parking could possibly be added. He stated it is not a good recommendation in the short term because the City is using the area for message boards. Chairman Roberts noted that doing something in the short term could still be beneficial depending on how much parking could be added.

VIII. INFORMATIONAL:

A. Echo Avenue closed on July 20, 2018. Eric Eby stated the neighbors have noticed a significant benefit to the closure. There is less traffic through the neighborhood. Shari Donnermeyer questioned if the City had notified Google Maps. Eric Eby confirmed that they had.

B. Quarterly accident report. Police Captain Frank Warchol noted that there had been one pedestrian accident during the second quarter of 2018. It happened on the corner of Daniel Street and Penhallow Street. The pedestrian did not use the crosswalk. The July numbers show that the number of accidents in the City is up 2% from last year.

Mary Lou McElwain noted that she had seen quite a few cyclists riding on the sidewalks. Police Captain Frank Warchol stated lack of enforcement was due to the limited number of police officers in the downtown. He stated if they see it, they do address it. The Committee briefly discussed that bicycles are not allowed on sidewalks unless the bike has 16-inch wheels or smaller.

Chairman Doug Roberts noted that there was a motorcycle accident recently and asked if they were wearing a helmets. Police Chief Frank Warchol confirmed they were not. Chairman Doug Roberts noted that over 20 people are killed in motorcycle accidents a year in the state. In 2015, 23 people were killed and 37% of those could have been prevented if they were wearing helmets.

Chairman Roberts cited data from the Traffic Safety Facts on Motorcycles dated March 2017 published by the National Highway Traffic Safety Administration National Center for Statistics and Analysis.

Link to publication provided here:

<https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/812353>

Chairman Roberts moved to forward recommendation to the Portsmouth City Council's Legislative Subcommittee that motorcycle helmets be required in New Hampshire, seconded by Mary Lou McElwain. Motion passed 8-0.

C. PTS open action items.

No action required by the Committee.

IX. MISCELLANEOUS:

A. Possible site visit time change. Chairman Roberts noted that site visits on Tuesdays would happen at 9:00 a.m. instead of 8:00 a.m.

Mary Lou McElwain questioned why parking issues with new developments were not coming in front of PTS. She asked why the Portsmouth Housing Authority (PHA) project did not come before PTS. City Manager John Bohenko responded that the land was owned by the PHA. He stated anything on public property should come to this committee. Anything on private property becomes a land use issue. Chairman Doug Roberts added that the PHA made an argument that their project would not be as feasible if they had to fulfill the parking regulations. They used the space to provide more housing rather than more parking. City Manager John Bohenko suggested the Committee could always send a letter to the Planning Board to weigh in on issues.

Harold Whitehouse raised concern about shared motorized scooters. City Manager John Bohenko stated that it was on the August 20th City Council Agenda.

Ralph DiBernardo commented that the property owners on Aldrich Road at Islington Street were straddling the curb and ruining the grass, but it had been addressed by DPW. However, he stated there is another house on the street doing the same thing. He asked if it could be addressed. He also requested staff look at 1244-1246 Islington Street due to vehicles obstructing the sidewalk.

Chairman Doug Roberts had received an email about Madison Street. There is an apartment building where people are parking on the dirt, which is City property. The owner had put up his own boulders. Staff responded that the boulders were removed. Drainage is an issue in the area and would need to be investigated before installing any curbing.

Chairman Doug Roberts and City Manager John Bohenko presented Ronald Cypher with a plaque commemorating his 18.5 years of service on the Committee. This was his last meeting as a member serving on the Committee. City Manager John Bohenko noted that Ronald had seen a lot of changes in the City and worked on many parking solutions. The City staff really appreciated Ronald and his willingness to serve. City Manager John Bohenko stated it was an honor to have someone who was as interested and committed as Mr. Cypher on PTS and he would be missed.

X. ADJOURNMENT – at 9:05 a.m., VOTED to adjourn.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – September 6, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Doug Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
City Manager, John Bohenko
Public Works Director, Peter Rice
Police Captain, Frank Warchol
Deputy Fire Chief, James Heinz
Member, Shari Donnermeyer
Member, Mary Lou McElwain
Member, Harold Whitehouse
Alternate Member, Steve Pesci

Member Absent:

Member, Ralph DiBernardo

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher
Planning Director, Juliet Walker

III. ACCEPTANCE OF THE MINUTES:

Deputy Fire Chief Heinz requested that the source for the motorcycle accident information discussed under action item VIII.B. be cited in the August meeting minutes. Chairman Doug Roberts agreed to provide the source document to the Committee.

Shari Donnermeyer moved to accept the amended meeting minutes of the August 2, 2018 meeting, seconded by Harold Whitehouse. **Motion passed 8-0.**
Steve Pesci recused himself from the vote because he had not attended the meeting.

IV. FINANCIAL REPORT:

Harold Whitehouse questioned the Foundry Place Transient line item. Public Works Director Peter Rice said the numbers were projections for budgeting purposes based on utilization expectations.

The Committee discussed the budget surplus and targets noted on the report, as well as the High Hanover Garage closures due to high occupancy. City Manager John Bohenko

requested a report on how many times the garage was closed, and the duration of the closures, for the October meeting.

Mary Lou McElwain questioned the HH Pass Reinstatement line item. City Manager John Bohenko said it was for the people who did not pay their monthly fee on time and had to reinstate it.

Harold Whitehouse moved to accept the financial report dated July 31, 2018, seconded by City Manager John Bohenko. **Motion passed 9-0.**

V. PUBLIC COMMENT:

Martha Robertson had concerns about the Neighborhood Parking Program. Chairman Doug Roberts responded that it was on the agenda today, but no decision would be made by the Committee. The program would be presented to the City Council in the coming weeks.

Stephanie Lane had concerns about motorcycle parking in Market Square. Ms. Lane felt there could be a better compromise. Chairman Doug Roberts noted that this was an informational item. He stated it was supposed to be a simple change, but it has become more complicated. The consensus is to leave the parking as it is.

Lee Frank spoke in support of action item VI.B. He stated it has been a safety issue for many years.

Rick Condon spoke in support of action item VI.B. He expressed concern about the disorganized parking, cars parking in the opposite direction of traffic, or spilling over into driveways.

David Gaddy spoke in support of action item VI.B. He stated adding a curb at the edge of the road, without recessing it, would not solve the problem. Mr. Gaddy has seen school buses unable to drive down Madison Street because cars were parked on the street. He stated it was particularly an issue in the winter, when the snow banks start to creep into the street.

Kelly Hurd spoke in support of action item VI.A. Ms. Hurd proposed a compromise. She proposed removing only one on-street parking space instead of two.

Roger Pederson spoke to motorcycle parking in Market Square. He stated not all motorcyclists should be in the same category. Some meet the decibel requirements and some do not. He suggested one solution could be a voluntary decibel-testing program. Motorcyclists who pass the test could receive a permit to be able to park in the downtown area.

VI. NEW BUSINESS:

A. Request to remove two parking spaces in front of 21 Brewster Street, by Kelly Hurd. Eric Eby noted that the issue was presented to the Committee last fall. The street was under construction then, so the decision was made to wait until construction was completed. He stated it remained problematic after construction, so the request is to remove two parking spaces. However, Ms. Hurd just noted in the public comment that removing one space would give them room to turn in and out.

Public Works Director Peter Rice commented that striping out one spot was a good compromise. If it was still an issue in the future, it could be reevaluated.

Public Works Director Peter Rice moved to remove one parking space in front of 21 Brewster Street, seconded by City Manager John Bohenko. **Motion passed 9-0.**

B. Request to install curbing and trees along Madison Street near the intersection with Austin Street, by Lee Frank and others. City Manager John Bohenko moved to direct staff to include Madison Street as a proposed project in the Capital Improvement Plan (CIP) for Fiscal Year 2020 to 2025, seconded by Harold Whitehouse.

Motion passed 9-0.

City Manager John Bohenko noted that there might be other issues like drainage that would need to be addressed with the curbing.

Chairman Doug Roberts questioned if putting a camera in the area to collect data was appropriate. Eric Eby confirmed that it was.

City Manager John Bohenko moved to have staff collect data, evaluate and report back on parking and traffic on Madison Street, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

Mary Lou McElwain commented that staff should look at the entire street with cars parking on both sides. If a school bus cannot make it down the street, then that is a safety issue. Public Works Director Peter Rice responded that they would be looking at the entire geometry of the road to assess the curbing. If parking was going to be maintained, then the road would need to be widened. Mary Lou McElwain questioned how the school bus issue would be handled in the short term. Public Works Director Peter Rice responded that the City would ensure the snow banks are pushed back far enough to keep the road open for access by school buses. He stated it would be an operational issue in the short-term.

Chairman Doug Roberts noted that the last part of the request was to add a crosswalk on State Street near the intersection of Madison Street for Cater Park.

Eric Eby commented that at the site visit an area for a potential crosswalk was identified, but more data should be collected to understand what would be required.

Steve Pesci moved to have staff collect data, evaluate and report back on a pedestrian crosswalk across State Street at Madison Street, seconded by Mary Lou McElwain.

Motion passed 9-0.

C. Shared Active Transportation, potential ordinance. City Manager John Bohenko noted that this was a topic he brought up after reading industry periodicals about scooters and bikes without docking stations. It is becoming a problem because the scooters and/or bikes can be parked anywhere by users because there are no docking stations. The goal is to get ahead of this issue.

Mary Lou McElwain questioned if a company could just come in and set this up. City Manager John Bohenko said that was correct. It has already happened in some cities.

Steve Pesci suggested changing the title of the potential ordinance, so that the public would more readily understand what the ordinance was for. The language should specify that it would be for privately owned vehicles that are shared for a fee. Steve Pesci was grateful that the City was being proactive.

Harold Whitehouse questioned if it was necessary to have legislation about this as well. City Manager John Bohenko responded that it was possible. The City can regulate the sidewalks.

Steve Pesci commented that this was great technology. It's great for mobility, but it needs to be regulated. He asked if there was a way to license them, much like signage, where the business would need to get a permit. The issue is the placement and quantity of the scooters. The City should regulate both. City Manager John Bohenko responded that it could fall under the encumbrance license.

Chairman Doug Roberts added that the ordinance should address (if it's appropriate) the use of bike lanes by low power vehicles.

Deputy Fire Chief James Heinz commented that Fire Departments in other cities are having issues navigating stretchers on sidewalks that have scooters parked on them. The Fire Department supported the regulation of scooter placement.

Mary Lou McElwain pointed out that the Police Department would have to enforce all of this. Police Captain Frank Warchol confirmed that it would be another layer to the ordinance.

City Manager John Bohenko commented that there was a benefit to the scooters. It could reduce the amount of cars downtown. He will address the issue with the City Council.

D. Request to renew Portwalk Place valet licenses. City Manager John Bohenko moved to renew valet licenses for Marriott Residences and Hampton Inn, seconded by Harold Whitehouse. **Motion passed 9-0.**

Harold Whitehouse commented that there is a lot of 15 minute parking and valet parking in that area and wondered if the Committee made a mistake allowing so much valet parking. City Manager John Bohenko responded that the valet takes the cars out of the core downtown and parks them in an area that the public would not normally park. It helps reduce the downtown congestion.

Shari Donnermeyer questioned why they were charging the same amount this year as last year. City Manager John Bohenko said they would take the fee under advisement with the Fee Committee.

VII. OLD BUSINESS:

No old business.

VIII. INFORMATIONAL:

A. Neighborhood Parking Program. Ben Fletcher talked about the research that went into the program. The division was charged with developing a neighborhood parking program for neighborhoods that wanted it. The Department researched other communities that have similar programs to discuss what has been successful. The Department went to Baltimore because they have a very robust neighborhood parking program. There was an online survey for residents in April and May. There were over 300 responses mostly coming from the South End and Islington Creek neighborhoods. Based on the responses, an outline was created, and interested neighborhoods were asked to form steering committees. All this information provided went into creating the draft document.

City Manager John Bohenko added that it was a pilot program. It may be something the City moves forward with or not. City Council will make the final decision. This is a request coming from the neighborhoods. They will have to evaluate what works and doesn't work for them. There could be unintended consequences.

Chairman Doug Roberts questioned if 75% of the residences needed to sign up. Ben Fletcher confirmed that was correct. The reason that is required is to ensure that the majority of residents are interested in the program.

Mary Lou McElwain questioned how this would impact the existing parking stickers. Ben Fletcher responded that this program would replace that one. The existing parking sticker program is difficult to enforce. Mary Lou McElwain questioned if the signs for the existing program would be eliminated. Ben Fletcher responded that they would be eliminated and this neighborhood parking program would have its own sign package.

Shari Donnermeyer questioned where the pilot programs would be taking place. Ben Fletcher responded that one would be in the Islington Creek neighborhood which consists of the area north of Islington St. towards the pond going from Bridge Street, to Cass

Street, and down to Dover Street. The South End neighborhood would be the other one and it goes from Court Street, down to Sander's Fish Market and Pleasant Street, up to Court Street again.

Shari Donnermeyer asked when the program would start. Ben Fletcher responded that it would start in concurrence with the opening of the Foundry Place Garage.

Steve Pesci questioned if the model was designed to be fiscally self-sustaining. City Manager John Bohenko responded that the pilot program wouldn't be because there's a lot of one-time start-up fees. If it became permanent, City Manager John Bohenko believed that it should be revenue neutral. Ultimately, that would be a decision of the City Council.

Chairman Doug Roberts noted that he had received an email about this topic from Elizabeth Bratter. He will forward it to the City Council.

B. Andrew Jarvis Drive improvement project status. Harold Whitehouse complimented those working on the project. He asked if the crossing guard would have control over the lights. Public Works Director Peter Rice responded that they were looking at making it a timed system. The thought is once the signaling is set up, a crossing guard won't be needed because it will be much safer.

Eric Eby commented that it was an adaptive program that can account for different times of the day and different days of the week. There is video detection overhead to adapt to traffic patterns.

C. Middle Street bike lane project status. Planning Director Juliet Walker updated the Committee on the project status. Information about the project schedule has been posted on the web page. They are working on the striping. A portion has already been completed as part of the Andrew Jarvis Drive project. The South Street, Lafayette Road and Middle Street intersection will have improvements made and a bike box will be added. There will be bike lanes and buffer bike lanes with parking, as it gets closer to downtown. There has been engagement from the Seacoast Area Bike Riders (SABR) and Portsmouth High School to educate riders on how to use the bike lanes and bike box. She explained a bike box gives bicyclists a head start on a left turn at intersections. There is a video explaining how to use it on the web page. The contractor should finish the project by the end of September.

www.cityofportsmouth.com/planportsmouth/middle-street-lafayette-road-bicycle-pedestrian-corridor-project

D. Letters received regarding motorcycles in Market Square. Chairman Doug Roberts noted that the Committee had received letters about this topic. There have been suggestions for times and head in parking. The Department of Public Works and Eric Eby can consider the suggestions and bring back a recommendation, if appropriate.

Director of Public Works Peter Rice moved to put the letters on file and revisit if the issue comes up again, seconded by City Manager John Bohenko. **Motion passed 9-0.**

- E. Neighborhood Traffic Calming Applications received:
- a. Aldrich Road
 - b. South Mill Street
 - c. South Street between Middle Street and Lafayette Road
 - d. South Street and Brackett Lane

Eric Eby commented that they have received several requests. The Aldrich Road request has been in front of the Committee a few times. They are in process of gathering signatures on the petition. City Manager John Bohenko questioned if there were any opportunities to put in a mini-roundabout to help slow down traffic. Eric Eby responded that was something they were looking into especially in areas where there is a 4-way intersection.

Public Works Director Peter Rice noted that the traffic calming options were listed on the web page. www.cityofportsmouth.com/publicworks/transportation/neighborhood-traffic-calming-program He said a study of Aldrich Road was completed and a number of traffic calming options were presented and the neighborhood uniformly rejected them. Aldrich Road was designed with neighborhood input. Chairman Doug Roberts suggested doing a temporary calming measure so the neighborhood could see how it would impact them. Public Works Director Peter Rice agreed.

- F. PTS open action items
No discussion by the Committee.

IX. ADJOURNMENT – at 9:10 a.m., VOTED to adjourn.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – October 4, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Doug Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
Public Works Director, Peter Rice
Police Captain, Frank Warchol
Deputy Fire Chief, James Heinz
Member, Shari Donnermeyer
Member, Mary Lou McElwain
Member, Harold Whitehouse
Member, Ralph DiBernardo

Members Absent:

City Manager, John Bohenko
Alternate Member, Steve Pesci

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher
Planning Director, Juliet Walker

III. ACCEPTANCE OF THE MINUTES:

Public Works Director Peter Rice moved to accept the meeting minutes of the September 6, 2018 meeting, seconded by Ralph DiBernardo. **Motion passed 8-0.**

IV. FINANCIAL REPORT:

Shari Donnermeyer noted that only \$4,500 worth of the Foundry Place parking passes have been sold. High Hanover had significantly more sales. Chairman Roberts confirmed this was correct. Shari Donnermeyer questioned if the Foundry Place reinstatement line item was for people who wanted their money back. Public Works Director Peter Rice confirmed this was correct.

Public Works Director Peter Rice pointed out that this was a special revenue fund that is treated as an enterprise fund. That means the revenue generated covers the cost of operating the services provided by the parking division. It also provides a contribution to the general fund.

Mary Lou McElwain questioned what percentage went to the general fund. Public Works Director Peter Rice responded that it was approximately 22%. Mary Lou McElwain questioned if that could change. Public Works Director Peter Rice responded that it would

be a City Council decision. Chairman Doug Roberts added that the parking costs had to be covered first. Then an allocation to the general fund is determined.

Chairman Doug Roberts noted that parking passes were moving slowly for the new garage. The plan is to open the garage as soon as possible and promote the passes. Harold Whitehouse moved to accept the financial report dated August 31, 2018, seconded by Public Works Director Peter Rice. **Motion passed 8-0.**

V. PUBLIC COMMENT:

Gerald Duffy congratulated the City on making Middle Street safer with the new bike lanes. Mr. Duffy tested the new street system with his car and bike. The traffic has calmed, drivers are paying more attention, and as a cyclist, Mr. Duffy felt safe.

Brent Schmitt lives on the corner of Cass Street and Middle Street. Mr. Schmitt thought that the new street was over-engineered. Middle Street is in the Historic District and the new plastic bollards take away from the attractiveness of the streetscape.

Steve Sanger complimented the staff on making the City more pedestrian and cyclist friendly with the new sidewalks and bike paths. Mr. Sanger was supportive of the Middle Street changes.

David Allen spoke in support of the Middle Street changes as a private citizen and as a representative of Seacoast Area Bike Riders (SABR). Mr. Allen thought that the sight lines for turning onto Middle Street from a side street had been improved. The Middle Street bike lane is a faster and safer way to get downtown.

Eric Weinrieb agreed with Mr. Allen's comments. Mr. Weinrieb also thanked the City for adding the flashing pedestrian sign at Mendum Street back into the project.

City Councilor Rick Becksted commented that there was a lot of concern from the public about what the Police and Fire Departments think of the Middle Street changes. He was concerned about speed, cars maneuvering around other cars that are parallel parking, turning onto Middle Street from a side street, delivery trucks, garbage trucks maneuvering the street, and the infrastructure of the new bollards.

VI. PRESENTATIONS:

IX.A. Middle Street Bike Lane Project status. Planning Director Juliet Walker spoke to the Middle Street Bike Lane Project status. She noted that this project started in 2012 when the City was awarded grant money from the Safe Routes to School Program. The first public meeting was held in 2014. There have been many opportunities to revisit this project and make changes. History of the project is documented on the web site at <http://www.cityofportsmouth.com/planportsmouth/middle-street-lafayette-road-bicycle-pedestrian-corridor-project>.

The project's purpose was to improve safety and connectivity for pedestrians and cyclists. The objectives were to slow traffic, improve pedestrian crossings, maintain parking and

an emergency response route, and create a separate bike path. The emergency response route will be monitored and adjustments will be made if they are needed. The project was mostly done with paint.

The bollards are only in places where there was not a parking barrier, physically separating the lanes help people feel safe. This bike lane was designed for people of all ages who may not be comfortable mixing with traffic. This will be an adjustment for drivers.

One of the efforts for this project was to slow traffic. Pedestrian risk of fatality, if hit by a motor vehicle, decreases significantly if the speeds are slower. Also, the road was designed to make it harder for vehicles to go around each other. Post-construction there is a sidewalk, the bike lane, a buffer and then parking on one side of the street. The other side has at least a buffer, then a bike lane, and then a sidewalk.

It was not feasible to have a protected bike lane for the whole length, so some of it is protected. The rest has a minimum buffer width with a bollard. Pedestrian activated signals were part of this project. Unfortunately, bids for those came in very high, so not all were incorporated at this time. They will be considered in the future as part of a Capital Improvement Project.

The Mendum Street signal was added back in and will be a separate acquisition process. Green paint is being added to delineate bike lanes through the intersections and bike boxes will be added at the South Street intersection. Bike boxes provide a safe way for cyclists to turn left at an intersection. There is a video on the web site that demonstrates how to use the bike box.

The City is coordinating with the Police Department to ensure this new system is used properly. SABR is providing bicycle ambassadors along the corridor during October to help explain the new facilities and observe behavior. Post-construction this is being and will continue to be monitored. The staff has heard the concerns about Aldrich Street and will be investigating. Traffic speeds, pedestrian and cyclist counts, parking counts and parking enforcement are all being monitored. Any recommended modifications will be reported back to the Committee. Any construction project will have a period of adjustment.

Ralph DiBernardo questioned if the Planning Staff considered limiting right turns on red lights where there is a bike box. Planning Director Juliet Walker confirmed that the locations where the bike boxes were added already have a no right turn on red restriction.

Harold Whitehouse questioned if there would be a bike box at the entrance of the high school. Ms. Walker confirmed there would be a bike box there. Eric Eby added that they had to wait for the new signal to be installed first.

Planning Director Juliet Walker added that staff was working with Public Works about what to do with the bollards in the winter. Any project that receives federal funding has to go through a Section 106 review, which is an evaluation of impact on historical and

cultural resources. Planning Director Juliet Walker understood the concerns about the aesthetics, but the City only has funds for paint and temporary infrastructure. This may be revisited when the City resurfaces Middle Street.

Harold Whitehouse questioned where the funds came from for this project. Planning Director Juliet Walker responded that roughly \$100,000 came from Safe Routes to School and the rest from City funds.

Chairman Doug Roberts requested an explanation of the bollards. Planning Director Juliet Walker responded that the corridor is too narrow to put in something that would be difficult to move or prevent emergency vehicle access. The bollards are a physical barrier that give pedestrians added assurance that vehicles will stay out of the bike lane and vice versa. Harold Whitehouse questioned if they were driven into the pavement. Planning Director Juliet Walker responded that they were attached to the pavement, but on the surface only. They will be monitored and when the City resurfaces Middle Street, they may be removed depending on what makes sense.

Chairman Doug Roberts questioned how many drivers use Middle Street every day. Planning Director Juliet Walker responded it was 11,000 motor vehicle drivers.

Ralph DiBernardo commented that the City should not eliminate right turns on red at intersections where they make sense because they save gas and help to clear the intersections for emergency vehicles.

City Councilor Rick Becksted questioned if the bike boxes would be on all four sides of the Lafayette intersection. Eric Eby responded that there would just be two on Lafayette Road. He expressed safety concerns about cyclists running into open car doors and becoming injured. There was an incident in Durham where a cyclist died because they ran into an open car door.

City Councilor Ned Reynolds thanked and complimented City Staff. This bike lane has been planned and designed according to national standards. There will be an adjustment period, but it's an enhancement for all modes of travel. It makes the road safer.

Brent Schmitt agreed that it was good to slow down traffic, but thought the road looked ugly. Mr. Schmitt requested a reduction in the number of bollards. Aesthetics should be taken into account.

Chairman Doug Roberts noted that it was important to get the design out there and ensure that it was working before investing in something that may be harder to change. Middle Street will be repaved in 2-3 years and that may be the time to revisit.

Planning Director Juliet Walker responded to the incident in Durham that Councilor Becksted had mentioned in his public comment. It was a bike lane that was on the outside of the street parking. The bike lane was too narrow and not designed appropriately. It is nothing like the Middle Street design.

VI.A. Market Street Gateway Project. Planning Director Juliet Walker spoke to the Market Street Gateway Project. There had been a study done in this area. The idea was

to look at creating a complete street and accommodate all modes of transportation. It's a gateway into the downtown and an evacuation route. The project looked at improving the lighting and storm water treatment through pocket parks and median landscaping.

In the preliminary construction plans, the alternatives looked at reducing lanes. Instead of eliminating lanes, staff looked at narrowing travel lanes. A bike lane was added on both sides of the road. A portion will also have a multi-use path. Traffic calming measures were considered as the road gets closer to downtown. The project will be implemented in phases. Phase 1 has already been completed and goes from Kersage Way to the Submarine Way signal. That included streetscape, landscape and storm water improvements.

The next phase will go from Submarine Way to Russell Street and include the Riverfront Park and North Mill Pond Park. Planning Director Juliet Walker walked through a cross section of the street. Future phases will include a riverfront park and pocket park at Russell Street.

Chairman Doug Roberts questioned if the multi-use path allowed for both directions of travel. Planning Director Juliet Walker confirmed that was correct.

Harold Whitehouse questioned if the sumac trees would be preserved during the riverfront park construction. Planning Director Juliet Walker was not sure. Public Works Director Peter Rice added that it was reviewed with the Historic and Natural Resources Group and they did not identify anything specifically that needed to be saved. That does not mean that the landscaping would not incorporate it. The design has not been finalized.

Ralph DiBernardo pointed out that the evacuation route is often used to empty the City after major events. Planning Director Juliet Walker agreed and noted that was considered in the design.

Police Captain Frank Warchol questioned where people would park their cars to go to the pocket park. Planning Director Juliet Walker responded that there would be limited on-street spaces, but it would primarily be a walking park. For the park on the outbound side, there is some parking available in the area.

VII. NEW BUSINESS:

A. Request for handicap parking space in front of 194 Concord Way, by Judy Whittemore. Shari Donnermeyer moved to approve a handicap parking space in front of 194 Concord Way, seconded by Harold Whitehouse. Ralph DiBernardo noted that it would be a public handicap parking spot.

Public Works Director Peter Rice moved to allow public comment, seconded by Shari Donnermeyer. **Motion passed 8-0.**

Judy Whittemore commented that the parking space should really be at 196 Concord Way to better accommodate snow removal.

Public Works Director Peter Rice amended the motion to approve a handicap parking space and refer to Eric Eby, Parking and Transportation Engineer, to determine the exact location on Concord Way and if there are any issues, Eric Eby will bring action item back to the Committee, seconded by Shari Donnermeyer. **Motion passed 8-0.**

B. Request to designate section of Burkitt Street between Clinton Street and Thornton Street as a Play Street between the hours of 3:30 P.M. and 5:30 P.M. on Sundays, by Eileen Laskoski. Ralph DiBernardo moved to have the applicant proceed with a Complete Streets Demonstration Project application, in accordance with Policy 01-2017, approved by City Council, seconded by Mary Lou McElwain. **Motion passed 8-0.**

Public Works Director Peter Rice moved to allow public comment, seconded by Harold Whitehouse. **Motion passed 8-0.**

Eileen Laskoski thought this would be a great trial street because there are 11 kids that live on that section of the street. All of the households in the area are in support of the request.

Chairman Doug Roberts noted that this would start off as a demonstration project and as it progressed it could become something more permanent.

VIII. OLD BUSINESS:

No old business.

IX. INFORMATIONAL:

B. Foundry Place Garage update. Public Works Director Peter Rice noted that the garage is close to completion. The opening day will be October 31, 2018. Managing utilization of parking is part of the overall parking program. Wayfinding signage and pricing will be adjusted accordingly as parking behavior is observed. The Committee will be updated as changes are made.

Mary Lou McElwain commented that it would be great to have the extra parking for the Halloween Parade.

Police Captain Frank Warchol commented on the Middle Street Bike Lane project. The Police Department has received comments of concern from the public similar to what the Committee heard today. This project has been in progress for the past four years and there have been many iterations. One observation is that traffic has slowed down considerably. There are concerns about sight lines coming off of the side roads. There is also concern about cyclists going straight at an intersection when a car is going right. This is specifically a concern at the Greenleaf and Lafayette intersection. Drivers and cyclists will have to be more aware.

The green paint marking the bike lanes will help. One of the biggest challenges so far is people parking in the bike lane. Parking in a bike lane is considered blocking vehicular traffic, which means a car could be cited or towed. Police Captain Frank Warchol is looking at other communities to see how they handle these situations. The Police Department is addressing the concerns as they come up.

Public Works Director Peter Rice added that the Public Works Department understands that this will require more effort from them. Any new configuration on a roadway will take time to adjust. This is a matter of collecting data, figuring out what the issues are, and adapting if possible.

Chairman Doug Roberts questioned if there was a specific point of contact for comments on the Middle Street Bike Lane project. Planning Director Juliet Walker responded that she and Eric Eby should receive comments. A link will be added to the web site for comments.

C. Hanover Parking Garage closures. Parking Director Ben Fletcher noted that the report was divided into the first three quarters of the year. Quarter 1 had 13 total closures. 10 were on the weekend, 3 on the weekdays and they averaged about an hour and a half. Quarter 2 had a total of 40 closures. 18 were on the weekend. 12 on the weekdays and they averaged about an hour and a half. Quarter 3 had 60 closures. The average closing time was slightly longer than previous quarters.

D. Fire Prevention Memorandum. Deputy Fire Chief James Heinz was asked about code enforcement as it relates to traffic calming measures. The memo states that the Fire Department has approval over traffic calming devices. Deputy Fire Chief Carl Roediger prepared a memo addressing the topic. If there were any questions, please contact Deputy Fire Chief James Heinz or Deputy Fire Chief Carl Roediger.

E. NH School Safety Preparedness Task Force report. Deputy Fire Chief James Heinz noted that the Governor assembled a task force. They spent about 1,000 hours working on a school safety plan. It is relevant to this Committee because it talks about how lives are measured in seconds. Every second matters when responding to an active shooter event. Every time-saving device, even those that increase response times by mere seconds, must be given full consideration. The report is available online at: <https://www.governor.nh.gov/news-media/press-2018/20180705-school-safety-report.htm>.

F. Quarterly Accident Report. Police Captain Frank Warchol noted that last quarter had three accidents, two of which included bicycles. One included a pedestrian. There were 92 accidents in July and 120 accidents in August. This is slightly less than last year.

Chairman Doug Roberts requested an accident report at every meeting similar to the report submitted to the Police Commission. Police Captain Frank Warchol responded that he would discuss it with the Police Chief Robert Merner and report back.

G. PTS Open Action Items.

No action required by Committee.

X. MISCELLANEOUS:

Chairman Doug Roberts noted that the City Council requested that the Parking Traffic and Safety Committee work on the Neighborhood Parking Program. The pilot program is focusing on two areas: Islington Creek Neighborhood and the South End Neighborhood. The neighborhoods are working with staff to develop the program. It would be presented to the PTS Committee and then forwarded to City Council for final approval.

Harold Whitehouse stated he was the only member to vote against the Middle Street Bike Lane project. He stated he would sit back and watch it very closely. He stated he would accept change, but wanted the public to know that he did not approve of it at first and would be watching it closely.

Mary Lou McElwain questioned if there were plans for parking spots on Pleasant Street in front of the Langdon House. Public Works Director Peter Rice responded that was not part of the project and there are no plans related to parking.

XI. ADJOURNMENT – at 9:35 a.m., VOTED to adjourn.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – November 1, 2018
City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Doug Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
Deputy City Manager, Nancy Colbert Puff
Public Works Director, Peter Rice
Police Captain, Frank Warchol
Fire Chief, Steven Achilles
Member, Ralph DiBernardo
Member, Shari Donnermeyer
Member, Harold Whitehouse
Alternate Member, Steve Pesci

Member Absent:

Member, Mary Lou McElwain

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher

Fire Chief Steven Achilles re-introduced himself to the Committee. He served on the Committee in the past. He stated he is looking forward to serving and took a moment to recognize Deputy Fire Chief James Heinz's service to the Committee.

III. ACCEPTANCE OF THE MINUTES:

Harold Whitehouse requested that the minutes from the October meeting reflect his full comment about the Middle Street Bike Lane Project. He originally voted against the project, but noted that he would sit back and watch to see how it turns out, and not comment on the project right now.

Harold Whitehouse moved to accept the meeting minutes of the October 4, 2018 meeting as amended, seconded by Public Works Director Peter Rice. **Motion passed 6-0.** Steve Pesci and Fire Chief Steven Achilles abstained from voting because they were not present at the October meeting.

V. PUBLIC COMMENT:

Charles Griffin commented on the new bike lanes on Lafayette Rd. and Middle St. and the legal ramifications of installing the lanes. Mr. Griffin stated he spent 15 days observing bicycle activity during morning peak hours to see how many high school students used the new bike lane to get to school. He observed only 2 cyclists on 2 days, 1 cyclist for 7 days and no one for 6 days.

Mr. Griffin was concerned that the bike lanes put the cyclists on equal footing with motorists in terms of rights and privileges. He stated as a matter of public safety and fundamental fairness, cyclists should have the same responsibilities required of motorists. Mr. Griffin provided a handout containing applicable New Hampshire statutes on motor vehicles and City Ordinance Chapter 7 relating to cyclists on the road. Mr. Griffin believed that the bicycles should be inspected and licensed annually.

Tony Barrett commented that it was already a tough intersection at Greenleaf Avenue and Lafayette Rd. The bike lane and white bollards are making it difficult for two-way traffic to flow on Greenleaf Avenue at the intersection. Mr. Barrett requested that the Committee look at the intersection and area.

Chairman Doug Roberts noted there may be a report on the bike lane next month. He stated any major changes would need approval by the State because the project received federal funding.

Brent Schmitt was present at the October meeting and commented on the aesthetics of the bike lane project on Middle St. He noted that more cars are parking on Cass St. because of the bike lane. He presented the side view mirror from his car. It was struck as a result of the increased traffic. Mr. Schmitt commented that it was a bike lane to nowhere. It did not connect the High School and Middle School like it was originally supposed to do. Mr. Schmitt stated he requested information on why the bike lane ended at Highland, but he has never received it. He thought the bike lane should be extended to the Middle School if it remains.

Cynthia Hart expressed continued concern about speeding on Aldrich Rd. There have been electronic devices installed and they have worked intermittently. Ms. Hart also expressed concern about the sight lines turning from Aldrich Rd. onto Middle St.

Pat Bagley questioned the proposed closure of the south leg of Edward St. Ms. Bagley commented on the bike lanes. She feels that more education was needed for drivers turning right off of Middle St. onto South St. Ms. Bagley thanked Deputy Chief James Heinz for his service on the PTS Committee and welcomed Fire Chief Steven Achilles.

Charles Fleck commended the Committee for putting in the bike lanes. Mr. Fleck appreciates the Middle St. bike lanes for a safer, faster way to get downtown, especially when riding with his family. Mr. Fleck commented that the bike box at the intersection of Middle St. and South St. was still confusing even after watching the videos. Mr. Fleck noted that visibility was low at Cass St. It caused a traffic jam. He also spoke against bike registration for several reasons.

Councilor Rick Becksted spoke as a City Councilor and raised concerns that were sent to him by the public. Some people's cars have slipped on the green paint at the Lafayette Rd. intersection. He is concerned about safety and accidents. The COAST busses don't have a place to pull over and stop on Middle St. because of the bollards. Councilor Becksted also spoke as a resident. He suggested adding solar powered radar speed signs that could be installed at the beginning of neighborhood streets, like Aldrich Rd. He stated the solar powered component would decrease overhead expenditures for departments.

Roger Pederson was concerned with the debris in the bike lanes and stated they are too narrow for a cyclist to weave around the debris and stay in the lane. Today was recycle pickup day. The bins were scattered in the bike lanes. Middle St. was safer without a bike lane because the road was wide enough for bikes and cars. Bike lanes would be better for narrower roads like Middle Rd. or South St.

Laura Kennedy spoke in support of the Aldrich Rd. agenda item. She stated that something permanent needs to be done to help slow traffic.

Vince Lombardi commented that speeding on Aldrich Rd. has been a concern for years. He thanked the Police Department for their presence on Aldrich Rd. Mr. Lombardi suggested re-doing the striping on the road to make it look less like a highway, adding a stop sign at Boss Avenue, or adding speed signs in the middle of the road. The existing bump outs don't get plowed. The street is not cleaned. He thanked the Committee and requested they address the issue.

Brent Schmitt commented that stop signs should be installed on Aldrich Rd. to calm traffic.

Mimi Clark noted that the intersection at Cass St. and Middle St. should be less of a right angle. Cars should be able to ease into traffic. Ms. Clark also noted that cars were crossing the double line now because Middle St. is too narrow. She also does not like the aesthetics of the bike lane on Middle St.

Chairman Doug Roberts noted the concerns about speeding on Aldrich Rd. and acknowledged that traffic calming measures for straight narrow streets in Portsmouth have not always been successful. The early reports on Middle St. show that vehicles are operating at lower speeds.

Harold Whitehouse suggested adding an agenda item after public comment that would allow the Committee to respond to topics presented by public speakers. Chairman Doug Roberts stated some agenda items could be taken out of order, but some topics may require staff research and may need to be addressed at the next meeting. Harold Whitehouse commented that a lot of people were staying just to hear an item being presented later in the meeting.

Deputy City Manager Nancy Colbert Puff moved to hear agenda item VIII.A. Aldrich Road Traffic Calming Program updates next on the agenda, seconded by Harold Whitehouse.

Motion Passed 8-0.

VIII. INFORMATIONAL:

A. Aldrich Road Traffic Calming Program update. Eric Eby provided a status update. Laura Kennedy completed step one of the traffic calming program by collecting petitions of homeowners looking for traffic calming measures to be implemented. A traffic camera will be put at the intersection of Boss Avenue and the speed recorder will continue to collect data. Once data is collected, staff can make recommendations on traffic calming measures. He will provide an update at the next meeting.

Chairman Doug Roberts requested that Eric Eby comment on the street striping. Eric Eby responded that the striping was removed at the Islington end of the street because there were no cut-outs for parking on that end. The road becomes narrower because cars are parked on the street and the striping caused confusion about whether or not cars could go around the parked cars. Removing the rest of the striping on Aldrich Rd. would not help in calming traffic because cars do not park in the travel lanes. The road won't become narrower.

Chairman Doug Roberts questioned if fog lines on the edge of the road made the road seem narrower. Eric Eby confirmed that was correct and they are more visible at night or in bad weather. Chairman Doug Roberts asked about the centerline. Eric Eby responded that it was not as critical except for the curve near Sewall Rd. to keep vehicles in the correct lane.

Chairman Doug Roberts requested clarification on stop sign installation and requirements. Eric Eby referred to the Manual on Uniform Traffic Control Devices (MUTCD), which is a Federal Highway Administration requirement. A 3-way or 4-way stop requires fairly equal traffic volumes on each leg of the intersection. He stated there is much more traffic on Aldrich Rd. than there is on Boss Avenue. Since there is very little traffic on the side streets, drivers would roll through the stop signs. It would create another hazardous situation.

Harold Whitehouse questioned if a police cruiser could monitor traffic speed on Aldrich Rd. Police Captain Frank Warchol responded that they have in the past and could do it again. Police Captain Frank Warchol also noted that 75-80% of the complaints received by the PD is about speeding in the City. He stated there are limited resources, which makes monitoring each street all the time impossible. Officers are present in the City and are working to keep the traffic calm.

IV. FINANCIAL REPORT:

Harold Whitehouse moved to accept the financial report dated September 30, 2018, seconded by Public Works Director Peter Rice. **Motion passed 8-0.**

VI. NEW BUSINESS:

A. Request to remove 10 metered parking spaces on Deer Street between Bridge Street and Maplewood Avenue, to accommodate anticipated traffic from new Foundry Place parking garage. Eric Eby commented that this recommendation was brought forward in the traffic study for the new parking garage and new buildings in the area. The study recommended several improvements, which included re-striping Deer St. to provide two lanes heading out of the garage to the Maplewood Avenue signal. In order to get that roadway width, the 10 metered parking spaces would need to be removed. Staff observed traffic exiting the garage last night after the Halloween parade. Traffic backed up from the Maplewood Avenue signal to the garage. Eric Eby recommended giving staff more time to observe the flow on a day-to-day basis, and evaluate when to implement a change.

Harold Whitehouse questioned if Eric Eby would report back at the December meeting. Eric Eby responded that he could report back on it frequently and when the volume levels change and improvements are needed, he will present a recommendation.

Harold Whitehouse noted that this would remove two handicap spaces outside a popular restaurant and they would need to be relocated. Eric Eby clarified that there were two spots, but only one is a handicap space. Public Works Director Peter Rice requested Eric Eby speak to the number of handicap spaces required to be on a public street. Eric Eby responded that by law there are no requirements regarding handicap spaces on public streets at this time. If an eatery has a parking lot, then they are required to provide handicap parking spaces in the lot. Eric Eby stated there are handicap spots in the garage and the spots across the street will remain.

Shari Donnermeyer asked about the number of cars in the new garage on Halloween. Parking Director Ben Fletcher estimated that there were a little over 500 cars in the garage. It was nearly full and free. Shari Donnermeyer asked about the number of cars in the Hanover garage. Parking Director Ben Fletcher responded that he did not have the official count, but earlier in the evening the total was estimated to be in the 400s.

Steve Pesci thanked staff for their work and commented that the area is going to be a future neighborhood. He stated when evaluating peak traffic flows from the garage, the future neighborhood should be considered.

Shari Donnermeyer moved to table the request to allow time for staff to observe traffic operations along Deer Street after the opening of the garage, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 8-0.**

Ralph DiBernardo apologized for being late and stated he would abstain from voting and deferred to Steve Pesci.

B. Request to close leg of Edward Street at Junkins Avenue. Public Works Director Peter Rice stated that this section of roadway has been closed for about 8 months as a result of the Pleasant St. project. It has been observed that the section is a dangerous intersection because of limited sight lines. Edward St. is also not really equipped to be a through street. He added that another important benefit to the closure is that it would connect the William Whipple Memorial to Haven Park. William Whipple signed the

Declaration of Independence. The monument is currently isolated in the little triangle of land and many people do not realize it is there. He also stated there haven't been any complaints about the area being closed due to the Pleasant St. project.

Harold Whitehouse stated he was there yesterday and talked to a gardener working on the property of the woman who lived on the corner. He was told she had not been notified. He said this change could increase traffic at the stop sign, traffic noise and possibly negatively impact her. He expressed concern that she had not been notified.

Harold Whitehouse stated the action item should be delayed until the Pleasant St. project is completed. He is concerned about the restoration of the area and the impact on the soil from the pipes and materials stored at the site. He stated the area should be restored to the condition it was before construction. Public Works Director Pete Rice noted that the only restoration involved would be picking up the construction materials and sweeping the area. Public Works Director Peter Rice stated that contractors are required on all jobs to restore site conditions.

Fire Chief Steven Achilles requested the Committee suspend the rules to allow for public comment from a homeowner on Pleasant St. Public Works Director Peter Rice moved to suspend the rules to allow for public comment, seconded by Shari Donnermeyer. **Motion passed 8-0.**

Ron Bourgeault spoke in favor of the closure because it would greatly reduce traffic. His only concern was to ensure that there was still adequate fire access to the area.

Fire Chief Steven Achilles confirmed there was appropriate fire access, and suggested installing a crosswalk to create clear access to the park. He also supported how the closure would benefit the Whipple Memorial and the park.

Steve Pesci thanked staff for bringing this to the Committee. He supported the road closure and agreed that connecting the Whipple Memorial and the park would be a benefit. He does not support installing parking spaces because it would hinder the opportunity to connect the park and the green space.

Shari Donnermeyer agreed that the homeowner should have been notified, and thought the proposal should be tabled until there was a clear plan on how to close the road.

Public Works Director Peter Rice responded that the reason they were asking for it now was because the contractor working on the Pleasant St. project could do it as part of the existing contract for no added cost. It would be loamed and seeded. In the long term, staff would work to improve connectivity in that area.

Harold Whitehouse noted that area was very picturesque and widely used. He supported adding some parking to the area.

Deputy City Manager Nancy Colbert Puff suggested that the Committee move forward with the proposal after a conversation with the woman on the corner had taken place. Public Works Director Peter Rice responded that there was probably some flexibility with

the contractor, so it did not need to be done immediately. It would make sense to put it on hold another month to talk through the details and reach out to the homeowner.

Fire Chief Steven Achilles moved to direct staff to contact neighbor and report back at the December 2018 meeting, seconded by Shari Donnermeyer. **Motion passed 8-0.**

C. Request to amend ordinance to prohibit parking of mopeds and bicycles against monuments outside of parks, by Fire Department. Fire Chief Steven Achilles noted this was especially evident in front of Fire Station 1 on Court St., but he has seen it happen at other monuments in the City. Public Works Director Peter Rice agreed that it detracted from the monuments, and clarified that this would apply to all monuments. Steve Pesci supported this action item, but noted the term monument could be vague.

Fire Chief Steven Achilles moved to amend ordinance Chapter 7, Article V, Section 7.510 G, to add the words “or monuments” and to amend ordinance Chapter 7, Article XVII, Section 7.1702 F, to add the words “or monuments”, seconded by Public Works Director Peter Rice. **Motion Passed 8-0.**

VII. OLD BUSINESS:

No old business.

VIII. INFORMATIONAL:

B. COAST Public Forum. Eric Eby noted that COAST is conducting several public forums to get input on the best way to meet the region’s changing transportation needs. The next meeting is November 8, 2018 at City Hall starting at 6:30 p.m. Harold Whitehouse questioned what they were looking for exactly. Eric Eby responded that they are looking for suggestions on improvements on their service.

C. Neighborhood Traffic Calming request updates:
South Street at Brackett Lane
South Street at Middle Road
South Mill Street at Pickering Avenue

Eric Eby stated three requests have come in. Speeds were recorded and traffic cameras have been installed. Staff is in the process of watching the videos and evaluating the data to determine what needs to be done.

D. PTS Open Action Items. No action required by Committee.

IX. MISCELLANEOUS:

Harold Whitehouse wanted to go into detail about Deputy Fire Chief James Heinz no longer being on the Committee and requested clarification from Fire Chief Steven Achilles. Harold Whitehouse stated that Deputy Fire Chief James Heinz had a lot of knowledge about the Committee, especially about response times. He stated he

consistently agreed with him regarding response times. He greatly values Deputy Fire Chief James Heinz, and expressed his sadness that he would no longer be on the Committee.

Fire Chief Steven Achilles stated he worked with the Fire Commission and made the administrative decision to serve on the PTS Committee. Deputy Fire Chief James Heinz is planning to retire within the next year and a half. There have been discussions for some time about the transition of responsibilities. Fire Chief Steven Achilles adamantly stated that the decision was not a reflection on Deputy Fire Chief James Heinz. He assured the Committee that he would work with them to advocate for public safety and to ensure that fire apparatus response is appropriate.

Steve Pesci noted that there were many comments expressed about the bike lanes. He stated he did not think that registration and safety testing of bicycles was in any way related to the function of the bike lanes. He stated he was not aware of any communities in the region that had this program.

Chairman Doug Roberts agreed that there weren't successful mandatory bike registration programs. He mentioned several cities that have given up on mandatory registration programs. Portsmouth has a voluntary registration program to mainly track stolen bikes. Chairman Doug Roberts was not able to find any statistics on people getting injured from a defective bike. The most common bike injury resulted from a car hitting them.

Police Captain Frank Warchol confirmed officers stop cyclists to address bicycle safety issues when they see it. This is a current practice for the Police Department. He questioned if the community would want officers to use limited resources on bicycle inspections instead of other pressing needs in the community.

Shari Donnermeyer agreed with the concerns expressed and pointed out that it would be expensive for the public to keep up with inspections and registrations.

Public Works Director Peter Rice noted that winter is coming and it is most likely that before the next meeting, most or all of the bollards would be removed and the lag holes would be sealed. The Department is looking at how to best approach snow removal operations.

Harold Whitehouse mentioned that he counted the bikes at the High School and saw very few. Eric Eby clarified that the bike lane to the High School is still being finished and the signal may not have been operational when Harold Whitehouse conducted his observation. He stated he received reports from school staff reporting a lot of initial bike activity; now that the weather is cooler it may be dropping off.

Eric Eby noted that the Woodbury Avenue Bridge is closed for the next 13 months.

X. ADJOURNMENT – at 9:27 a.m., **VOTED** to adjourn.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary

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MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – December 6, 2018

City Hall – Conference Room A

I. CALL TO ORDER:

At 8:00 a.m., Chairman Doug Roberts called the meeting to order.

II. ROLL CALL:

Members Present:

Chairman, Doug Roberts
Deputy City Manager, Nancy Colbert Puff
Public Works Director, Peter Rice
Police Captain, Frank Warchol
Member, Shari Donnermeyer
Member, Harold Whitehouse
Member, Ralph DiBernardo
Alternate Member, Steve Pesci

Members Absent:

Fire Chief, Steven Achilles
Member, Mary Lou McElwain

Staff Advisors Present:

Parking and Transportation Engineer, Eric Eby
Parking Director, Ben Fletcher
Planning Director, Juliet Walker

III. ACCEPTANCE OF THE MINUTES:

Harold Whitehouse moved to accept the meeting minutes of the November 1, 2018 meeting, seconded by Shari Donnermeyer. **Motion passed 7-0.**

IV. FINANCIAL REPORT:

Ralph DiBernardo moved to accept the financial report dated October 31, 2018, seconded by Public Works Director Rice. **Motion passed 7-0.**

V. PUBLIC COMMENT:

Bill Henson, President and CEO of Wentworth Senior Living, commented on the Neighborhood Parking Program. Mr. Henson opposed the program on behalf of Wentworth Senior Living because they have not been part of the discussion. Mr. Henson was concerned because it will have a direct negative impact on their workforce, and non-resident visitors. These programs convert a community resource to a private entitlement. Mr. Henson requested that the Committee not approve the Neighborhood Parking Program. Mr. Henson noted that if this moved forward, then they would request to have access to some of the permits.

Chairman Roberts noted that this was referred to the Committee by City Council. This Board's role is to raise concerns about how the program is working. Chairman Roberts noted City Council has the authority to approve the program.

Anne Rugg, Manager of Commute Smart Seacoast, supported the bike lane project. She thanked the City and Planning Director Walker for working to put in the first and only protected bike lane in New Hampshire. Protected bike lanes are so important for bike safety, and the bollards are important to create that physical protection. A protected bike lane will encourage more people to bike in the City because they will feel safe.

Karen Soltis, President of Seacoast Area Bike Riders (SABR), noted that they were thrilled with the new bike lanes. SABR represents over 600 members of all bicycle skill levels. People who may not otherwise get on their bikes can now feel safe and protected from cars. The speed on Middle Street has also been reduced.

Barbara Grazier spoke in support of action item VII.E. on the agenda. She and her husband have had a chiropractic practice with a handicap space in front of it for over 30 years. Mrs. Grazier was there to protest that their handicap space was removed when the bike lane was installed. This has caused a hardship to their clients. She requested that the Committee reinstate their handicap parking spot.

Dr. Russell Grazier spoke in support of action item VII.E. on the agenda. He stated he was conflicted because he loves biking, but thought the new bike lane was too wide. There are better ways to do a bike lane without taking out too many parking spaces. Dr. Grazier noted that a handicap space in front of their business would be helpful.

Cynthia Hart thanked Eric Eby and the Police Department for the increased monitoring on Aldrich Road. She appreciated the monitoring and hoped that it would continue. Ms. Hart suggested adding more signage. She noted that turning from Aldrich Road onto Middle Street has become more difficult due to parked cars and the bike lane.

Robin Najjar spoke in support of the bike lane. She is an avid bicyclist, but rarely went downtown. The new bike lane will encourage more people to bike downtown. She encouraged the City to install more bike lanes and help create a more bike friendly City.

CJ Fleck stated he uses the bike lane to commute to work and bike downtown with his family. Mr. Fleck noted that he has had some tense interactions with drivers while biking around the City in areas that do not have a protected bike lane. The protected bike lane helps to promote a culture where bikes are more accepted on the road. Mr. Fleck provided a written statement from his wife, Sarah Fleck, regarding the bike boxes.

Andy Richmond commended the City for the implementation of the Middle Street bike lane and encouraged the City to continue to make it a more cycle and pedestrian friendly environment.

David Allen serves on the SABR Board. He stated that there were pros and cons to the bike lane. The sight distances are now safer when pulling out of Union Street, but other side streets are a little more difficult. He stated the City should be applauded for the project and acknowledged that some changes could be made.

Liza Hewitt, property owner on McDonough Street, noted that her property would be just outside of the Neighborhood Parking Program area. She was concerned that the program would push the parking problems down to McDonough Street. Ms. Hewitt hoped that they could talk about any problems that arise during the pilot. She suggested that the parking area in front of the warehouse not be restricted, so employees can park there. She encouraged staff to look at putting in a parking benefit district on her end of McDonough Street.

Ms. Hewitt commented on action item VII.F. and stated she would prefer no illuminated sign be installed on Middle Road at that location. In 2014, there were discussions about moving the crosswalk down in front of Chase Home, and Ms. Hewitt encouraged the Committee to consider that.

Chairman Roberts noted that the City Manager would have the power to make changes to the pilot program, so if there is immediate overflow it will be able to be addressed.

Peter Whelan spoke in support of the South End pilot program. He does not have off-street parking and parking has not been an issue. However, with more developments being constructed, cars are getting pushed out into the neighborhoods. It is time to try a pilot program. He encouraged the Committee to support the program.

Buster Miller spoke in support of the bike lane. He hoped that there would be more improvements to help create more shared infrastructure. The protected lane is important to keep cyclists safe.

Paul Mannle provided a handout to the Committee with final comments from the Islington Creek Neighborhood about the parking program. The hope is that this program would provide parking relief to the neighborhood without negative consequences. He encouraged the Committee to move this agenda item forward. He disagreed with item 16 in the parameters because it was not necessary for the pilot program. He noted that there was other parking in the area for non-residents, and they could still park in the neighborhood with a time limit.

Lisa Mauer spoke in support of the bike lane. She used to seek less direct routes to get downtown, but now uses the bike lane to get there.

Paige Trace encouraged the City to do more public relations to educate drivers on what the different elements of the bike lane mean. She thought it was important to have a safe bike lane, but acknowledged that Middle Street does not look the same from a historic perspective. She spoke in support of the NPP pilot and encouraged the Committee to move it forward.

Peter Loughlin thanked the City and Planning Director Walker for the work done on the bike path. He feels safer commuting on Middle Street.

Chairman Roberts noted that he had received email correspondence from Astrid Wielens, Kathleen Larney, Paul Novotny, Brent Bell, Keith Wilkinson, Elizabeth Bratter, William Kennedy and Terry Taylor.

City Councilor Ned Reynolds distributed a handout on Aldrich Road to the Committee before today's meeting.

VI. PRESENTATION:

A. Middle Street Bike Lane Project report back, by Planning Director Juliet Walker.

Planning Director Juliet Walker provided a presentation on the Middle Street Bike Lane Project. The presentation is available online. The intent of the presentation was to respond to feedback received and provide a project status update. She stated the purpose of the project was to provide a safe route to school and other destinations for cyclists and pedestrians, expand connectivity, and provide a bicycle route utilized by all ages. Project objectives included traffic calming, improving pedestrian crossings, maintaining on-street parking and emergency response routes, and separating bike lanes from traffic. The project received a total of \$223,764 from the Federal Safe Routes to School Grant and the City contributed \$86,902 from the General Fund.

Chairman Roberts stated the cost seemed like a lot for a bike lane project and asked about the most expensive items. Planning Director Walker responded that it was actually reasonable for a project that went all the way through from engineering and design to construction. Some of the higher ticket items included the pedestrian signals and raising some of the catch basins. She stated the bidding climate is not competitive and the construction costs increased from the initial estimate in 2013.

Planning Director Walker commented that this bike lane was designed for people who are uncomfortable biking on the roads and mixing with traffic. She stated it takes time for people to change their routines. The City is still doing bike and pedestrian counts, and will continue to do counts through the next year. Another goal of this project was to reduce speeds on the road. There have been mixed results, but any reduction in speed is an improvement. This project evolved from just a traditional bike lane to becoming a physically separated lane in some locations.

She stated there have been questions about why it ends at Cabot Street. Looking at the parking demand it was clear there would be a large impact if parking was eliminated north of Cabot Street. The bidding climate was not competitive, and they had to remove a lot of the pedestrian activated signs and the crosswalk at Cabot Street to get the project price within budget. She hoped to add that crosswalk back in at some point in the future. The Planning Department is working with the Police Department to create a public relations campaign and education around the bike lanes. The City has received feedback from the public and they welcome it. The project will not be totally redone, but the City is open to feedback that will help improve the area. They will continue to look at how to improve sight lines at intersections. A new flexible delineator or bollard arrangement will be considered for the spring. There were concerns about COAST bus access and that is being looked into. There were also concerns about trash collection, emergency vehicles and delivery truck access. The City will work on guidance for those actions. The City will continue to look into other public concerns, which include maintenance, overall aesthetic issues, width of travel lanes, and parking needs. The City will review all comments and options internally, hold a public meeting and then bring it back to PTS for input.

Harold Whitehouse questioned if the City had considered reducing the speed on US Route 1 near where Middle Street and Middle Road come together because it's very

narrow with the bollards. Planning Director Walker responded that they would look into it and clarified that it is a City road at that location.

VII. NEW BUSINESS:

A. Neighborhood Parking Program, review of General Parameters, by Parking Director Ben Fletcher. Parking Director Fletcher presented an overview of the Neighborhood Parking Program (NPP). He stated the purpose of the presentation was to discuss the program's history and the two different proposed pilot programs: South End Neighborhood Parking Pilot and Islington Creek Neighborhood Parking Pilot.

This has been a grass roots effort by neighborhoods. They have been reaching out to City Representatives seeking relief from parking issues, particularly in these two neighborhoods. After Parking Director Fletcher was hired, the Parking Division was directed, from City Council, to develop a program outline. The Parking Division performed extensive research, culminating in a public discussion of NPP concepts in February 2018.

From that meeting, an online survey was conducted in the spring for public feedback. The results from the survey were utilized to create the initial program parameters.

The Parking Division reached out to the two neighborhoods with the largest number of survey responses. Representatives from each neighborhood, Islington Creek and South End, provided extremely valuable feedback, resulting in the current version(s) of the program.

One of the main issues was defining the neighborhood areas. The Parking Division researched each neighborhood regarding the number of single-family dwellings, on-street and off-street inventories, signage needs and current inventory usage at different times during the day. During feedback sessions, each neighborhood assisted in further defining specific needs. Each neighborhood has slightly different needs. Input from the neighborhoods resulted in the current iterations of the neighborhood maps.

Parking Director Fletcher introduced the program's general guidelines for the South End Neighborhood. The borders outlined on slide 7 of the presentation were the original borders. They have been modified. The pilot program's borders, noted at the bottom of slide 8, are current. They include: Hancock, Gates, Howard, Manning, Meeting House Hill, Marcy (south of Hancock), Walton Alley, Gardner, Hunking and Pickering.

The common general guidelines that are identical between the two pilot programs are: both owners and renters are eligible to sign the petition. The program is neighborhood specific. Properties with driveways are eligible for permits. Violators are ticketed and towed on the third offense. Fees will be determined by City Council. Residents are allotted four (4) 1-day event passes each month. Participation is not mandatory. Permits should be considered a 'hunting license' and not a guarantee

The program will be assessed and possibly changed at the six-month point of a one-year pilot program. Parking Director Fletcher stated \$100,000 was set aside by a previous City Council for the pilot program. Therefore, no fees will be collected during the pilot program. The City Manager has been authorized to make changes during the pilot program.

Parking Director Fletcher provided an example of a possible change recently proposed to the Islington Creek pilot program. Salem Street has been proposed as an addition to the pilot program due to the parking demand shifting to the area. The residents would be required to follow the 75 percent signature rule to participate in the pilot.

There are slight differences between the two neighborhood programs. The South End pilot program, as recommended by the neighborhood, would allow two (2) permits per household, one (1) guest permit per household. Enforcement would be effective from 8 a.m. to 10 p.m. daily. The Islington Creek pilot program, as recommended by the neighborhood, would allow four (4) permits per household, two (2) guest permits per household. Enforcement would be effective from 10 a.m. to 8 p.m. daily.

Parking Director Fletcher briefly reviewed the sample handouts provided in the PTS packet. His presentation and copies of the sample handouts are available online. There is a web page dedicated to the NPP.

<https://www.cityofportsmouth.com/publicworks/parkportsmouth/neighborhood-parking-program-npp>

Steve Pesci asked for clarification on the term 'household' as it relates to the number of permits. Parking Director Fletcher stated it means a single-family dwelling. A duplex would have two (2) single-family dwellings. The number of permits issued would be based on the number of single-family dwellings. He stated his original assessment for Islington Creek was two (2) permits per household and one (1) guest permit per household, like the South End. The neighborhood wanted additional permits. Staff went with their recommendations at this time.

Ralph DiBernardo thanked staff for their efforts to meet the needs of the neighborhoods, and specifically, the time invested in developing this program. He stated he has a number of questions about the NPP that are giving him doubt, whether it can work without hurting a large segment of the community.

He stated it is an unfair burden to businesses in the mixed-use neighborhoods, like Wentworth Senior Living. It disenfranchises the rest of the residents by creating private parking on public streets. It is unworkable without continual enforcement. If two hours is the limit without a permit, then enforcement would be required on a continuous cycle.

The costs will be underwritten by fees, taxes or expenditures from the Parking Fund, which has a huge financial commitment on the bonding of the new garage. Should the affected neighbors pay a fee or should all taxpayers in the City bear the burden? A fee is a rental increase. No fee is a tax increase.

The search for free parking will move to the next street outside the NPP. The request for additional streets to be included will soon follow implementation. Downtown service workers will find new free parking spaces. He spoke to workforce parking. He spoke to contractors working on weekends and evenings due to an emergency, and how there are no provisions for these situations due to the permitting offices being closed. It was suggested to exempt contractors. The fees associated with this program will be passed to the homeowner. He spoke to a contractor who suggested doing online permitting.

Public Works Director Rice moved to recommend approval of Neighborhood Parking Program General Parameters to the City Council for discussion purposes. Seconded by Police Captain Warchol.

Public Works Director Rice stated City Council directed staff to present a NPP. Residents brought the issue to the City Council. He stated he would support the motion.

Harold Whitehouse asked if the motion included both neighborhoods. Chairman Roberts confirmed it did.

Chairman Roberts stated the Committee could provide suggestions on all aspects of the NPP to the City Council.

Ralph DiBernardo questioned the provision regarding a contractor having a contract with the homeowner in order to get a permit. He stated he has never had a contract with his plumber, and by not having one, his contractor would be ineligible for a permit.

He spoke to parking in the South End by Prescott Park visitors and questioned where they would park if the NPP was implemented. Sign pollution will become a necessity throughout the NPP areas. Police dispatch will be burdened with calls. The different enforcement times between the two pilot programs does not make sense to him and an agreed upon time for both should be made due to additional expense for enforcement and signage. Enforcement times should be the same citywide. He stated the NPP program is not the answer to the City parking problem. This is not a reflection on the City staff. They have done what they were directed to do. It will come with expenses, aggravation and enforcement problems. He referred to the Hanover Street parking program that allowed any Portsmouth resident to park in the area. He questioned if it worked. He stated he would not support the motion to recommend the program to the City Council.

Shari Donnermeyer concurred with Ralph DiBernardo's concerns and comments. She thanked staff for their work, but believes that more work needs to be done to refine the program. She questioned why businesses weren't considered, as they also need parking. She stated if it does move forward, she is glad that changes can be made at the six-month point. She questioned why the enforcement hours and number of permits per household were different between the two pilot programs. These differences would make the program more expensive and difficult to enforce. She stated she would not support the motion.

Harold Whitehouse moved to amend the motion. He moved to remove the South End program completely from the original motion and to support the Islington Creek project as the NPP pilot. He supports starting off small.
Seconded by Public Works Director Rice, for discussion purposes.

Chairman Roberts stated he would not support the amended motion because 75 percent of the residents must sign a petition for the NPP. The enforcement hours are different for the South End because of the summer demand for parking at Prescott Park. He stated he perceives a greater need in the South End, except for Hanover Street.

Harold Whitehouse proposed the amended motion because it is such a drastic change in the neighborhood. He wants to start the pilot program off small and slowly. That is why he is only proposing the Islington Creek pilot. He has heard a lot of people are upset about the issue. That is why he offered the amendment.

Steve Pesci agreed that doing both neighborhoods at once would be a challenge. He thanked staff for their work and time on the issue. He liked the concept of doing one neighborhood at a time.

Deputy City Manager Nancy Colbert Puff stated that both neighborhoods had requested this program be developed. It won't move forward unless 75 percent of the residents want to participate in it. It has been a long journey to develop a program that seems to meet with neighborhood approval. We won't know if the neighborhoods approve until petitions are signed to enact the program. She supports moving forward with two neighborhoods at one time. It is designed as a pilot program.

She asked if staff received public input on the weekend contractor issue. Parking Director Fletcher said that many parts of the program came from researching other programs. He stated the issue could be addressed. The big idea was to keep folks from absorbing the parking and impacting the neighbors. There are permits in place now for contractors working on projects for extended periods.

Police Captain Warchol thanked staff for their work on the NPP. He supported Harold Whitehouse's motion to do one pilot program at a time. By doing one pilot program, there will be an opportunity to see the unintended consequences. Where will the people currently parking in the area be relocating? Will demand be pushed into another area? What will it look like? Dealing with two neighborhood programs could become taxing. He would not be surprised to see neighbors coming to PTS who have been negatively impacted by the pilot programs.

Chairman Roberts called for a vote on the amended motion. **Vote 3-5, the amended motion failed to pass.** Harold Whitehouse, Shari Donnermeyer, and Police Captain Warchol voted in support. Chairman Roberts, Deputy City Manager Nancy Colbert Puff, Public Works Director Rice, Ralph DiBernardo, and Steve Pesci voted opposed.

Chairman Roberts spoke to item #3 on the NPP general parameters handout regarding NPP Steering Committees. He would recommend it be deleted when recommending approval to the City Council. He stated the committee formation needs to be defined. It was done informally this time. There isn't an official body to form the NPP Steering Committee.

Ralph DiBernardo asked who would be responsible for contacting the neighborhood residents, circulating the petition, and obtaining signatures if the Steering Committee was removed from the general parameters. Chairman Roberts stated the neighborhoods already have informal committees in place to perform these tasks.

Harold Whitehouse asked what role the PTS Committee has regarding the NPP. Chairman Roberts stated the Committee can recommend changes to the program to the City Council. The City Council has the authority to approve or deny the program.

Steve Pesci stated that the Committee should tell the Council if the program is ready or if it needs more work. He said that the program is possible. The City is evolving. Traffic, parking, and demand are why a NPP is needed. City staff have done their best to put together a program.

He spoke to the unintended consequences of not dealing with the demand side of the equation. There is a fixed supply of parking in the neighborhoods. The program, as presented, causes an open-ended demand. There is no limit on the demand with no penalties or cost. He stated the program is a supply management effort with no incentives to reduce demand. The problem is parking demand. There is no disincentive to apply for the maximum number of permits offered. He spoke to concerns about the pilot program being free.

Parking Director Fletcher spoke to the number of permits per household. He stated he proposed both programs be the same, but the Islington Creek Neighborhood requested additional permits. He stated that in the opinion of the group, they do not anticipate that everyone will request the maximum number of permits.

Steve Pesci reiterated the importance of recommending a practical and purposeful program to the City Council. He expressed concern over the number of permits allowed in the Islington Creek Neighborhood pilot. He questioned what type of program is being created if the number of permits exceed the actual available parking spaces, and the problematic issue of it being free.

Ralph DiBernardo spoke to the requirement of vehicle registration to get a permit. Homeowners and renters without a vehicle would not be eligible for a permit. Parking Director Fletcher concurred. The Committee discussed that households with more vehicles than permits, would not be eligible to get additional permits.

Shari Donnermeyer supported Steve Pesci's comments. She asked if the City Council would make changes to the NPP if the Committee sent it forward as presented. Chairman Roberts stated this is the time to recommend changes to the Council. They can definitely make changes to the program.

Shari Donnermeyer asked if businesses were included in the permit system. The plan allows for one (1) permit for each business. The Committee discussed the number of permits allotted to businesses as it relates to employee parking. There is no allotment for employee or customer parking. Non-permitted users will have two hours before they are subject to enforcement.

Deputy City Manager Nancy Colbert Puff explained that the PTS meeting minutes are reviewed and approved by the City Council. The Council gets the same copy of the meeting minutes as the PTS Committee Members. They have a record of the meeting when they consider their vote. This Committee can make recommendations or record its concerns moving forward. The City Council has the ability to amend the pilot program when it comes before them. The Fee Committee will determine the fees associated with the NPP in the future after the pilot program.

Chairman Roberts asked for clarification on guest permits. Parking Director Fletcher confirmed that a person must be a participant in the program to obtain guest permits. Up to four (4) one-day guest permits may be granted by request to all participants in the program.

Ralph DiBernardo asked how private parking is being determined. Parking Director Fletcher stated he did an inventory, house by house, to determine off-street parking. Homeowners and renters will have an opportunity to meet with staff regarding any concerns about the inventory.

Ralph DiBernardo moved to table the action item for 60 days for further input and review. Seconded by Shari Donnermeyer.

The motion to table takes precedence over the original motion.

On a roll call vote, the vote was tied (4-4). The motion failed due to a tie. Police Captain Warchol, Shari Donnermeyer, Ralph DiBernardo, and Steve Pesci voted in support. Chairman Roberts, Deputy City Manager Nancy Colbert Puff, Public Works Director Rice, and Harold Whitehouse voted opposed.

Deputy City Manager Nancy Colbert Puff stated that she voted in opposition to the motion to table it for 60 days because there are only a couple of things to discuss. The program has gone through several months of consideration by the neighborhoods. Sixty days seemed too long to table the action item.

Chairman Roberts moved to table the item for 30 days to address specific concerns presented. Seconded by Ralph DiBernardo. Vote 6-1, to table action item for 30 days. **Motion passed 6-1.** Public Works Director Rice voted opposed.

B. Request to lower speed limit on Edmond Avenue from 30 mph to 25 mph, by Marc Stettner. Ralph DiBernardo moved to have staff work with NHDOT and report back, seconded by Harold Whitehouse. **Motion passed 7-0.**

C. Request for handicap parking space at 462 Lincoln Avenue, by Pam Katz. Steve Pesci moved to approve handicap parking space at 462 Lincoln Avenue, seconded by Harold Whitehouse. **Motion passed 7-0.**

D. Request for parking space in bike lane buffer at 60 Lafayette Road. Ralph DiBernardo moved to refer to staff for report back, seconded by Harold Whitehouse. **Motion passed 7-0.**

E. Request to address loss of handicap parking space in front of 504 Middle Street, by Grazier Chiropractic. Shari Donnermeyer moved to refer to staff for report back, seconded by Ralph DiBernardo. **Motion Passed 7-0.**

F. Request for illuminated crosswalk on Middle Road at Riverbrook Condos, by Rich Taussig. Shari Donnermeyer moved to refer to staff for report back, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

VIII. OLD BUSINESS:

A. Report back on Neighborhood Traffic Calming requests:

1. Aldrich Road
2. Brackett Road
3. Brackett Lane

Chairman Roberts moved to report back next meeting, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

B. Report back on request for crosswalk on State Street at Madison Street.

Chairman Roberts noted that Eric Eby's report suggested that it was not appropriate considering the amount of traffic and the difficulty of putting it on the corner.

Ralph DiBernardo moved to accept the report and place it on file, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

C. Edward Street closure, report back on meeting with abutter. Eric Eby met with the abutter, and she thought closing the end of Edward Street was a good idea that made a lot of sense.

D. PTS Open Action Items. No action required by the Committee.

IX. INFORMATIONAL:

A. Foundry Place Parking Garage usage update, by Parking Director Ben Fletcher.

Staff will report back at the next meeting.

X. MISCELLANEOUS:

A. Proposal to move the January meeting from 01/03 to 01/10.

The Committee agreed to move the January meeting to January 10, 2019. Steve Pesci moved to move Committee on-site visits from Tuesdays to Wednesdays starting at 8:00 a.m., seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 7-0.**

Steve Pesci requested a staff report some time in the future on the Islington Street and Bartlett Street intersection. The pedestrian signals are in poor condition. Steve Pesci questioned how that would be handled in the short-term. Steve Pesci also requested that the report look at the long-term and how it fits into the CIP. Ralph DiBernardo added that there was a problem in that area with cars parked at the service station. There is no sight distance for pedestrians because of those parked cars.

Steve Pesci thanked the staff for the amount of work they have been putting into projects like the Middle Street Bike Lane Project.

XI. ADJOURNMENT – at 10:13 a.m., VOTED to adjourn.

Respectfully submitted by:

Becky Frey
PTS Recording Secretary