

MINUTES
PARKING AND TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – Thursday, March 13, 2014
City Hall – Eileen Dondero Foley Council Chambers

I. CALL TO ORDER:

Chairman Pro Tem Lown called the meeting to order at 8:00 a.m.

II. ROLL CALL:

Members Present:

Councilor Brad Lown
Carl Roediger, Deputy Fire Chief
Frank Warchol, Police Captain
Peter Rice, Public Works Director
Ronald Cypher, Member
Ted Gray, Member
Harold Whitehouse, Member

Members Absent:

John Bohenko, City Manager
Shari Donnermeyer, Member

Staff Advisors Present:

Mark Nelson, Parking Division Director
Tom Cocchiaro, Parking Operations Manager
Juliet Walker, Transportation Planner

III. ACCEPTANCE OF THE MINUTES:

Mr. Gray moved to accept the minutes of February 13, 2014, seconded by Public Works Director Rice. Motion passed.

IV. FINANCIAL REPORT:

Public Works Director Rice moved to accept the Financial Report and place on file, seconded by Mr. Gray. Motion passed.

V. NEW BUSINESS:

A. Informational Item: Citizen request assistance in traffic slowing on Spinney Road

Captain Warchol explained that Reverend Shippee had contacted the police regarding speeding in the Spinney Road/Middle Road area since the closing of the Islington Street Bridge. He stated the police department has conducted extensive monitoring which has helped the situation and the will continue to do so throughout the construction of the bridge.

Public Works Director Rice stated they have also received complaints that people are trying to go over the bridge still even though there are several signs. He stated they will work to make the signage more visible.

Mr. Whitehouse asked if there is anything in the CIP for sidewalks on Spinney Road in the upcoming year. Public Works Director Rice stated there are sidewalks planned 2 years from now in the CIP.

Chairman Lown asked if the property ownership issues have been resolved on Spinney Road. Public Works Director Rice stated that we have obtained easements.

No Action required.

- B. Informational Item: Citizen concern raised at City Council meeting regarding need for Crosswalk on Middle Street @ Cabot Street

Parking Division Director Nelson stated a review of the area does show that there is not a crosswalk at that particular intersection but there are 2 crosswalks close to that area; one 200' to the south and one 500' towards town. He stated that this area is included in the upcoming study to be conducted with the bicycle master plan and grant funding being received, so it is possible that they may determine a need for one there.

No action required.

VI. OLD BUSINESS:

- A. Discussion Item – Status on Hanover Street (vicinity Rock St) changes

Parking Division Director Nelson explained that the 2-way sign plan has been done and the signs will be installed in one-day. He stated that Dig-safe will come in the upcoming week and then DPW will install the appropriate signs all at once to hopefully avoid confusion.

No action required.

- B. Discussion Item - Status on pedestrian-activated crosswalk acquisition

Parking Division Director Nelson stated he recently walked the area with the vendor, but the installation will have to wait until the Spring after the ground thaws as prep work will need to be done. He stated we are also trying to make sure it dovetails with the ongoing reconstruction project on Lafayette Road, but feels the roadway is wide enough in that location so it shouldn't be a problem.

No action required.

VII. PUBLIC COMMENT:

There were no speakers for Public Comment.

VIII. INFORMATIONAL:

A. Update on NHDOT Projects

Parking Director Nelson updated the Committee on the ongoing NHDOT Projects as follows:

- a). Lafayette Road section where overpass was removed will be finished on the other side before summer;
- b). Islington Street Bridge, the sewer pipe has been ordered, the gas line needs to be rerouted before going on to the next stage;
- c). Maplewood Avenue Bridge, was going to be out of service in May but has been moved back to August 1st.

Chairman Lown stated it seems all of our bridges are due for reconstruction at the same time. Public Works Director Rice stated that is correct as they have all been "red-listed".

No action required.

B. Parking Shuttle Status

Parking Division Director Nelson stated that the project has been awarded to Transaction Corporate Shuttles of Woburn MA for \$36,000.00 which was considerably lower than other bids received. He stated that have a long history in this business and great references and run similar services in Massachusetts and Manchester. He stated he and Juliet Walker will be meeting with the CEO of the company and are currently getting quotes for shelters. He stated the CCC Church will be one location where a shelter will be located. He stated that we will need to market this program and ensure signage is visible to those coming into town.

Public Works Director Rice stated they will be putting together the memo for the City Manager to brief the City Council as well. He stated the shelters will have a countdown meter and there will be message boards at the High/Hanover garage directing people to these shuttle locations when the garage is full.

Chairman Lown asked what the turnaround time will be and what days they will be running. Public Works Director Rice stated that this will be run originally as a pilot program to collect data on when/how often it is used etc. He stated it will run in 10 minute intervals and will be run on Fridays, Saturdays and Sundays beginning in early May through the summer. He stated the good price that we are getting the service will help us be able to add hours as needed, but we need to get the infra-structure in place first. He stated he would like to coordinate the opening with "Bike to Work" week if possible.

Mr. Whitehouse asked if this money is coming out of the parking revenues. Public Works Director Rice stated yes, it will be coming from unmet parking needs.

Chairman Lown asked if there will be any cost to CCC Church for the shelter. Public Works Director Rice stated no, they are happy to have it located there because they have students that can utilize it as well. Chairman Lown asked if they want anything in return for allowing it

to be located there. Public Works Director Rice stated no, but the City has done some line striping and paving in the past.

No action required.

IX. MISCELLANEOUS:

Action Item – Request for Handicap Parking space @ 49 Rockingham Avenue
(Not on agenda)

Public Works Director Rice explained that this item came in after the agenda had been sent out but that it is a matter of urgency for the requester who is terminally ill.

Public Works Director Rice moved to install a handicap space at 49 Rockingham Avenue for the necessary period of time, seconded by Mr. Cypher. Motion passed.

Mr. Whitehouse asked if there has been any update from the EDC regarding the new parking garage location recommendation.

Chairman Lown stated the EDC is forming a sub-committee and there is currently discussion regarding the “Gary’s Beverage” lot with a public/private partnership opportunity.

Mr. Whitehouse asked if there is a time limit for reporting back. Chairman Lown stated no, and stated that there has been some distress expressed in not being able to consider the Worth Lot in the discussions.

Chairman Lown stated that we are still in discussions with GSA regarding the McIntyre Federal Building and feels that at the very least we should be able to use the parking lot more than we currently do.

X. ADJOURNMENT

Mr. Whitehouse moved to adjourn at 8:30 a.m. Seconded by Mr. Gray and voted unanimously.