

**MINUTES**  
**PARKING AND TRAFFIC SAFETY COMMITTEE MEETING**

8:00 A.M. – Thursday, June 12, 2014  
City Hall – Eileen Dondero Foley Council Chambers

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**I. CALL TO ORDER:**

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

**II. ROLL CALL:**

**Members Present:**

Councilor Brad Lown, Chair  
Dave Allen, Deputy City Manager  
James Heinz, Deputy Fire Chief  
Frank Warchol, Police Captain  
Peter Rice, Public Works Director  
Ronald Cypher, Member  
Shari Donnermeyer, Member  
Ted Gray, Member  
Harold Whitehouse, Member

**Staff Advisors Present:**

Mark Nelson, Parking Division Director  
Tom Cocchiaro, Parking Operations Supervisor  
David Moore, Community Development Director  
Rick Taintor, Planning Director

**III. ACCEPTANCE OF THE MINUTES:**

Mr. Whitehouse moved to accept minutes of April 10, 2014 and May 8, 2014, seconded by Mr. Rice.

Motion passed

**IV. FINANCIAL REPORT:**

Mr. Whitehouse moved to accept the Financial Report and place on file, seconded by Mr. Rice.

Motion passed

**V. NEW BUSINESS:**

- A. Action Item: Request to Study Intersection of Woodbury Avenue/Franklin Drive for Possible Warrant of a Signal

Mr. Nelson spoke with Mr. Scarlotto, a State Representative, who informed Mr. Nelson that parents expressed safety concerns when exiting and entering the Woodbury Avenue/Franklin Drive intersection during school hours.

A letter was received from George Shea, Principal of New Franklin School, detailing the safety concerns, and asking about appropriateness of a traffic signal there.

Mr. Rice said that a warrant study would be needed to validate a traffic signal. Public Works has asked New Hampshire Department of Transportation (NHDOT) to add this intersection to the design to replace the Woodbury Avenue Bridge over the By-Pass. NHDOT has indicated that they will not add the task, so an alternative solution may be a letter from the Mayor requesting a study be done in this intersection and added to the design.

Mr. Whitehouse added that the traffic there has increased considerably. He recommended a patrol car be present in the intersection during the beginning and ending of school to ensure safety until a permanent solution is determined.

Mr. Rice said that Public Works has reached out to NHDOT relative to traffic detours related to the Maplewood Avenue bridge project. Mr. Rice agrees that traffic volumes may increase, and merits a study and a solution to make the intersection safer. He said that he and Captain Warchol can work to have a traffic count and a stealthstat completed as this is also part of the warrant evaluation to determine the need for signals. The intersection is directly related to the work done on the off-ramp to the bridge so it may justify NHDOT making this intersection a part of their scope of work and responsibility.

Deputy City Manager Dave Allen suggested Mr. Rice go forward and follow up with NHDOT to include this intersection in their project design.

Mr Whitehouse referred to past agreements the hotels have with the School Department in case of traffic problems in the intersection of Woodbury Avenue and Franklin Drive.

Ms. Donnermeyer moved for Public Works to work with the State to study the intersection to see what should be done, seconded by Mr. Gray.

Motion passed

B. Action Item: Parrott Avenue Lot as Paid Public Parking

Mr. Rice said this item should be referred to staff for an evaluation to determine the impacts on residents and businesses in this area regarding parking. This evaluation should consider other actions such as improved remote lots with shuttles to help with parking for those who work or have businesses downtown. It must consider residents in the area who need off-street parking during snow storms, as well as those residences that have no parking.

Councilor Lown moved for Public Works to do additional research and report back to committee, seconded by Mr. Rice.

Motion passed

C. Action Item: Alternative Route for Truck Traffic in the Atlantic Heights

Mr. Rice introduced David Moore the Director of Community Development for the City. Mr. Moore, the City's point person on this initiative, provided a summary of background information on this topic.

He indicated that in 2012, the Parking, Traffic, and Safety Committee heard a presentation related to emergency access in and out of the neighborhood. At the time, the neighborhood requested the City look at this issue. The City hired Tighe & Bond to study potential emergency routes out of

the neighborhood in the event of the failure of the primary passageway into the neighborhood - Kearsarge Way including Kearsarge Bridge over the railroad. He indicated the study identified a number of risk areas and developed a recommendation, accepted by the committee, of an alternative route out of the neighborhood over PSNH property (including over a portion of the existing PSNH-owned "Boat Road"), which would be used only in the event of an emergency evacuation. The City has been working with PSNH to improve existing access and make improvements. At that time, the City was also asked to look at the creation of a new permanent road that would separate the truck traffic coming from the Irving Terminal and other industrial property at Preble Way. In order to exit the truck traffic and avoid Kearsarge Way, a new road would need to be built east of the 95 bridge and link to Michael Succi Drive. The City added to the scope of the study for this item, and a new road was laid out that included the creation of a new road along the State's Right-of-Way under the I-95 bridge, two private property purchases or takings, the building of a new road to City standards that would outlet onto Michael Succi Drive, and the creation of, and signalization of, the intersection at Market Street Extension and Michael Succi Drive. Mr. Moore explained the permanent road would travel alongside the I-95 Bridge and the railroad tracks, two areas that were identified as risk areas to be avoided in the analysis of locating a secondary access route that was part of the initial study that resulted in the recommendation of an emergency route access through the PSNH property. The total cost of the new roadway at that time was estimated to be over \$1.3 million and did not include legal costs and land acquisitions costs associated with new land purchases/takings.

In 2012, the Parking, Traffic, and Safety Committee recommended the City move forward with the recommendation in the initial study and work has continued with PSNH toward this end. Negotiations for a route that uses a portion of the boat road continues, meanwhile, the City has worked cooperatively with PSNH on a number of near term improvements. First, in 2013 the City and PSNH recommitted to an agreement that includes the use of the Boat Road for emergency access in the event of an emergency. Public Works, Fire, and Police developed an interdepartmental memorandum of understanding for its usage during an emergency, including opening gates (in partnership with PSNH) and assisting users at both ends of the road. In addition, the Public Works Department worked with PSNH to install "emergency evacuation" signage along the boat road. PSNH has also agreed to work with the City to make substantial improvements to the existing boat road in order to improve its utility in the event of an emergency and \$50,000 was identified in the CIP for this purpose. The FY 15 Budget having just been adopted, will permit that project to move forward.

Atlantic Heights Association Co-Chair Del Morse addressed the Committee. She understood the issues to be re-routing of the trucks and a permanent secondary access road for Atlantic Heights. Ms. Morse said neighborhood members did not know that the boat road was a temporary access road, or the purpose of the lock box. She said she understands residents should contact the Fire or Police Department if they need to exit the area using that road, but stated that they need to be informed of the protocols, contact names and phone numbers. Ms. Morse stated this is a safety concern for her neighborhood; hers is the only neighborhood that has one egress in and out, and they want this safety issue addressed.

Councilor Lown enumerated the areas of concern: adequacy of the emergency egress, and an alternate route for trucks.

Mr. Moore provided his suggestions for next steps related to the boat road. First is a review of protocols of existing interdepartmental agreements with Public Works, Fire, and Police Departments to ensure operational readiness for the boat road. The second action is to continue

work with PSNH and begin implementation of the newly allocated CIP funding for boat road improvements. The third action is to perform outreach activities to the neighborhood about the existing agreement and protocols as well as planned next steps for emergency access. Mr. Moore agreed with Ms. Morse that making the neighborhood aware of the existing emergency plans and route is important and he has discussed this with the various City departments and PSNH.

Mr. Rice responded that staff has looked closely at this issue and have put together a plan of action which outlines a number of alternative routes. All possible alternatives require acquisition of private property to some extent. The City does not have willing partners to purchase properties needed for the permanent secondary road, and therefore it would require taking property from Irving Oil or the Gypsum Plant.

Mr. Rice stated there is not a simple quick solution to move forward to address the issues, and being cognizant of emergency access needs, staff has looked at what could be done to get the boat road most functional as a temporary solution while other actions continue to be reviewed.

Mr. Whitehouse moved to have David Moore report back with an update on this item in August; Committee members agreed, seconded by Mr. Cypher.

Motion passed

D. Action Item: Transportation Center

Councilor Lown stated a request came from Councilor Kennedy, with the objective that the PTS Committee look into establishing a Transportation Center.

Mr. Rice responded that there are two examples of transportation centers in the City, the first is the C&J Bus Terminal/Park & Ride. The C&J location is considered a multimodal type of center. The Hanover Street Garage is another type of transportation center; it has buses, a shuttle service, and parking. This is an example of a parking garage type of transportation center. He stated that this request has been referred to us with little definition as to the end vision and goal. The staff can provide examples of possible types of centers, their functionality and where it could be placed within the City.

Deputy City Manager Dave Allen suggested that the Transportation Center be included in the development of the City's Master Plan.

Ms. Donnermeyer moved to have discussion of a New Transportation Center be discussed as part of the Master Plan, seconded by Mr. Allen.

Motion passed

E. Action Item: Annual Renewal of Valet Licenses

Mr. Nelson stated that there are two private entities with licenses; Atlantic Parking Services (which has spots on Pleasant, State and Bow Street), and the 100 Club, with one spot on Hanover Street. Both companies adhere to license agreement terms to Valet Park, with license terms from July 1, 2014 thru June 30, 2015.

Ms. Donnermeyer moved to renew the valet parking licenses for another year, seconded by Mr. Gray.

Motion passed

## **VI. OLD BUSINESS:**

### Discussion Item: "No Parking" areas around intersection of Preble/Ranger Way

Mr. Nelson said this item is a follow-up from the previous month, where staff was asked to determine the turning radii into and out of the Preble/Ranger Way intersection to establish the required "No Parking" zone for oil trucks to negotiate entry into the tank farm. The dimensions, (as shown on the exhibit) are 70 feet on one side and 50 feet on the other side (of Ranger Way), and 65 feet away from the oil tank farm gate along Preble Way. Parking Division staff proposes this change in the ordinance and to post the area with appropriate signage.

Councilor Lown moved to recommend an ordinance change in accordance with the diagram submitted in the agenda packet, seconded by Mr. Gray.

Motion passed

## **VII. PUBLIC COMMENT:**

First speaker was Joe Caldarola, who lives at 170 Dennett Street. He said residents who live near the Frank Jones intersection are bothered with the directional signage problem when turning onto Woodbury Avenue heading towards the Mall. Because of the increase of traffic in this area excess traffic is flowing over onto nearby residential streets due to signage problems.

There is a concern from Cutts Street residents about the kids walking downtown once the Maplewood Bridge is closed. They will likely be using the alley heading to Market Street. There is an unbuilt sidewalk on Market Street with overgrown weeds that needs to be cleared. It would be an easy task to clear the weeds and put gravel down so there is a place for people to walk.

Regarding Parrott Avenue and charging for parking spaces, he supports the comments made that we need to take a comprehensive look at the parking and traffic situation and be cautious about changing one aspect. He said it may cause chaos and we have to look at the whole picture including residential parking and extending the area. A parking scheme would need to address low wage employees and residents alike. The shuttles would also raise some concerns since there are a large number of spaces at CCC and Parrott Lot. In addition, we need to define where the permanent shuttle location should be. Currently the shuttle pilot is going well which is a positive indication.

Islington Creek residents want extended residential parking for their area. Ken Smith mentioned that enforcing the laws around parking in residential areas has not been adhered to. He said that Law Enforcement has the only power to write tickets under the current law. If the law were changed to allow others to ticket for violations of parking rules in residential areas, this would help resolve some of the issues. Making changes such as this would also be an issue that would need to be addressed as part of a comprehensive plan.

He said consultants have met with Rick Chellman through the years and have consistently expressed the need for concentric pricing, where it would be more expensive to park closer to downtown and less expensive as you move further away from the downtown area of the City. He recommended developing a rational comprehensive parking scheme based on contextual circles with exceptions set forth for residents and employees that work in the downtown area.

Other areas of concern are taxi reform to manage increasing costs, lease rates at Hanover Garage, expanding valet parking, and smart wayfinding and signage. These items and others would benefit if a complete comprehensive evaluation were done.

Second speaker was Doug Roberts, who lives at 247 Richards Avenue. He said he agrees with Mr. Rice, that there needs to be a more comprehensive approach to solving parking problems in the City. In order for people to understand the issues as a whole, there needs to be a clear statement of purpose; what type of problems are trying to be solved, followed by potential solutions. He stated that Shoup's third philosophy on parking is understanding that parking money should go to improve the district where the parking is taking place. If the intent is to profit from the money raised to supplement the general fund, this is distorting the whole parking process. There should be a dedicated fund set up to be used to make improvements in the area. Shoup advocates for parking increment finance, where you take earned revenues and dedicate them to be used for improvements in the downtown area only.

He said that, concerning issues with parking, it seems as if a transportation center is needed, and incorporating parking together with transit makes sense. Transit improvements should be included as part of the incentive to address parking issues. Parking and transit issues should be included in the whole plan but the funds should be allocated within separate divisions of Public Works.

## **VIII. INFORMATIONAL:**

### **A. Sagamore Avenue Upgrade Status**

Mr. Rice said a resident expressed a concern that parking would be potentially lost along the cemetery side of Sagamore Avenue. Public Works adjusted the design by widening the road to meet the concerns of the resident.

### **B. Right-Turn Lane on Andrew Jarvis Drive**

Mr. Rice explained there was a site walk and a driveway application for a property on the corner of Andrew Jarvis and Lafayette Road as part of a sub-division done by Ed Hayes. It was determined that a right-turn lane would benefit the area. The home owner and Mr. Hayes agreed to allow a Right of Way Easement to address this issue.

Public Works contracted design services from TEC for initial designs to make improvements to this intersection to allow better movement for cars and buses. Mr. Rice also provided an overview of work to be completed in this intersection to enhance and address potential future traffic issues.

## **IX. ADJOURNMENT:**

**Mr. Whitehouse moved to adjourn at 9:15 a.m. Seconded by Ms. Donnermeyer and voted unanimously.**