

## **ACTIONS**

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – January 10, 2019  
City Hall – City Council Chambers

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MEMBERS PRESENT: Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Fire Chief, Steven Achilles

Members: Harold Whitehouse, Shari Donnermeyer,  
Mary Lou McElwain, Ralph DiBernardo and  
Steve Pesci (Alternate)

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**

- Prohibit parking along entire east side of Wentworth Street, and along the west side of Wentworth Street between Pleasant Street and the end of the Wentworth Home parking lot. (VII.A.)
  - Establish a handicap passenger loading zone on the west side of Middle Street, in front of 504 Middle Street. Loading zone is dependent on business at location, and hours of use tied to hours of operation of business. (VIII.C.)
  - Designate the first parking space on Middle Street, located between 40 and 58 feet south of Madison Street, as a handicap parking space. (VIII.C.)
1. Accepted and placed on file meeting minutes from December 6, 2018.
  2. Accepted and placed on file financial report dated November 30, 2018.
  3. Public Comment Session: 13 speakers: Sandra Rodriguez (VIII.D.), John Sherman (VII.B.), Derrick Horton (NPP), Larry Cataldo (NPP), Paul Novotny (Aldrich Rd), Laura Kennedy (Aldrich Rd), Brian Johnson (NPP), Peter Whelan (NPP), Valerie Fagin (NPP), Dan Umbro (NPP), Elizabeth Bratter (NPP), Donald Tydeman (NPP) and Paul Mannle (NPP).
  4. Written Correspondence: Jeffrey Keefe (NPP).
  5. Request for No Parking on Wentworth Street in the area of the Wentworth Home – **Voted** to prohibit parking along entire east side of Wentworth Street, and along the

west side of Wentworth Street between Pleasant Street and the end of the Wentworth Home parking lot.

6. Request for STOP sign and crosswalk on Bow Street at Chapel Street – **Voted** to refer to staff for report back.
7. Neighborhood Parking Program, review of General Parameters – On a roll call 7-2, **voted** to recommend approval of the Neighborhood Parking Program General Parameters. Chairman Doug Roberts, Deputy City Manager Nancy Colbert Puff, Public Works Director Peter Rice, Police Captain Frank Warchol, Fire Chief Steven Achilles, Shari Donnermeyer and Harold Whitehouse voted in favor. Ralph DiBernardo and Mary Lou McElwain voted opposed.
8. Request for illuminated crosswalk on Middle Road at Riverbrook Condos – **Voted** to implement measures recommended in staff report.
9. Request to address loss of handicap parking space in front of 504 Middle Street – **Voted** to implement measures recommended by staff.
10. Request for parking space in bike lane buffer at 60 Lafayette Road – **Voted** to refer to staff to report back.
11. Request to lower speed limit on Edmond Avenue from 30 mph to 25 mph – **Voted** to remove the speed limit signs indicating 30 mph on Edmond Avenue and follow-up with additional monitoring.
12. Report back on Neighborhood Traffic Calming requests:
  1. Aldrich Road – **Voted** to remove the striping, add more signage and monitor.
  2. Brackett Road – **Voted** to table to the February meeting.
  3. Brackett Lane – **Voted** to table to the February meeting.
  4. South Street – **Voted** to table to the February meeting.
13. Edward Street closure, report back on proposed closure plan – **Voted** to table to the February meeting.
14. Foundry Place Parking Garage usage update, by Parking Director Ben Fletcher – **Voted** to table to the February meeting.
15. Police grants, by Police Captain Frank Warchol. – **Voted** to table to the February meeting.
16. Quarterly Accident Report – No action required by Committee.
17. PTS Open Action Items – No action required by Committee.

Adjournment – At 10:09 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – January 10, 2019  
City Hall – City Council Chambers

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#### **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, Shari Donnermeyer  
Member, Harold Whitehouse  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
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:**

Ralph DiBernardo moved to accept the meeting minutes of the December 6, 2018 meeting, seconded by Harold Whitehouse. **Motion passed 9-0.**

#### **IV. FINANCIAL REPORT:**

Public Works Director Peter Rice moved to accept the financial report dated November 30, 2018, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 9-0.**

#### **V. PUBLIC COMMENT:**

Derek Horton lives on Marcy Street and commented on the Neighborhood Parking Program (NPP). He stated the additional signage and enforcement in his neighborhood would diminish the appeal and sense of community. The streets were created and maintained for public use. Parking passes will make parking availability more scarce and Portsmouth less welcoming.

John Sherman spoke to action item VII.B. He had safety concerns about crossing from Chapel St. to Bow St. There is no STOP sign or crosswalk in that area. It is hard for drivers to see pedestrians. Mr. Sherman requested a crosswalk for pedestrians to cross safely.

Larry Cataldo is the Islington Creek NPP Coordinator. He presented a letter to the Committee supporting the NPP pilot. He urged the Committee to recommend approval of the NPP to City Council. The parking problems have been in the Islington Creek and

South End neighborhoods for a while. This program will show if the NPP is suitable for Portsmouth, if it is cost effective, and if it causes fewer parking concerns. He stated there are a few houses in the neighborhoods that have no off-street parking and more than three cars. Mr. Cataldo asked for an exception for those residences to be able to get more than three permits.

Sandra Rodriguez spoke to action item VIII.D. She stated parking in front of her house at 60 Lafayette Road was not a problem until the bike lane was installed. The new bike lane eliminated the parking space. They now must park on Willard Avenue. It is a huge inconvenience. There should be room to accommodate some parking in front of the house between the bike lane and the street.

Brian Johnson spoke in support of the South End NPP. Mr. Johnson's building is not technically in the NPP, but he utilizes parking on Hancock St. and Washington St. Mr. Johnson requested that the South End NPP parameters be updated to include not only residents of the South End, but also residents on streets adjacent to the South End. The South End Steering Committee Chairman supports their participation in the program.

Paul Novotny spoke to traffic calming on Aldrich Road. While standing at the bus stop with his kids, he observed that cars coming off Middle St. go much faster than the cars coming off Islington St. The staff assessment has reflected this and shown that cars do speed on Aldrich Rd. The staff assessment also identified Aldrich Rd. as a neighborhood connector road. He disagreed and noted that the Complete Street Guidelines say that it should be a neighborhood slow road.

Elizabeth Bratter of 159 McDonough St. and 342 Cabot St. commented that she has lived in Portsmouth for 37 years and parking during the day has become more challenging in her neighborhood. Ms. Bratter noted that if off-street spaces became available to help balance the demand, then she proposed ending the NPP program at Cromwell St. It could be extended if there were issues. Ms. Bratter supported the NPP because it was a pilot program. The neighborhood should be able to make the decision if they want to continue with or modify the NPP after the pilot program has ended. Ms. Bratter suggested following the Parking Benefit Program model for the NPP. Also, the wording should be changed to allow participants to purchase a guest pass.

Dan Umbro commented on the NPP in the Islington Creek Neighborhood. Mr. Umbro works on Islington St. and has parked in the area for 3 years. Mr. Umbro thought that if he needed to pay for a parking permit in a garage, then the participants in the NPP should pay for their permits as well. He requested an amendment to make the program revenue neutral before sending it to the City Council. This program will negatively impact small businesses in the area. Mr. Umbro requested an amendment that would evaluate the employees at each business and provide the appropriate amount of parking permits for the business. Mr. Umbro gave the Committee a petition signed by 40 people opposing the NPP.

Peter Whelan spoke in favor of the South End NPP pilot. He stated parking in the South End is a mess. He gave the Committee a petition signed by 62 people supporting the NPP. These programs are nothing new. Other cities have these types

of parking programs. The residents are asking for a little help with parking. The City is expanding and parking is becoming more of a problem in the South End.

Valerie Fagin is on the South End Steering Committee and has lived in Portsmouth for 30 years. Residents in the South End struggle to find parking during the day because people park there regularly. There are a lot of elderly people in the neighborhood that do not go out because they worry about finding parking when they return to their homes. Ms. Fagin would appreciate the opportunity to try this new program to see if it helps.

Laura Kennedy of Aldrich Road spoke in support of traffic calming. Ms. Kennedy liked the suggestions to remove roadway striping and adding more signage. She asked when those actions would be implemented. She stated the minor changes might not be enough. The residents of Aldrich Road have been asking for traffic calming measures for over 30 years. It may be time to try adding STOP signs or a speed table because this issue is not going away.

Donald Tydeman spoke in support of the South End NPP. He wanted the South End to be included in the program. There are 6 restaurants in that area and parking meters go until 8 p.m., so it is hard to find parking in that area.

Paul Mannle supported the Islington Creek Neighborhood NPP. He commented that this pilot is long overdue and hopes it will provide some relief to residents in the neighborhoods without any negative consequences. We will not know that unless we try it. The enforcement hours for both NPP pilots should match the Downtown Overlay District. Mr. Mannle pointed out that a permit does not guarantee parking. This program will set a 2-hour time limit for on-street parking to give residents a chance to find parking. He requested that the Committee remove a list of streets from the South End pilot because they do not have on-street parking by City Ordinance.

Elizabeth Bratter spoke for a second time. She did an inventory of her side of McDonough St. There has been an increase in parking from other businesses in the area. The parking program would prevent people from parking in non-existent spaces. Ms. Bratter provided her inventory counts to the Committee.

Chairman Doug Roberts noted that he received a letter from Jeffrey Keefe at 200 Marcy St. who objected to the NPP because it would cause undue hardship to his business. Mr. Keefe noted that he was never approached about this program.

Public Works Director Peter Rice noted that an additional letter was dropped off this morning. The person has indicated they were not in support of the NPP.

Mary Lou McElwain commented that it was hard to receive last minute items that could impact their decisions about something on the agenda. There are things they should be reading through before making decisions. Chairman Doug Roberts responded that he agreed and noted that they could try to come up with a better solution in the future.

## **VI. PRESENTATION:**

No presentation.

## VII. NEW BUSINESS:

A. Request for No Parking on Wentworth Street in the area of the Wentworth Home, by Wentworth Home and Fire Department. **Shari Donnermeyer moved to prohibit parking along entire east side of Wentworth Street, and along the west side of Wentworth Street between Pleasant Street and the end of the Wentworth Home parking lot, seconded by Deputy City Manager Nancy Colbert Puff.**

Chief Steven Achilles noted that over the last few months the Fire Department has encountered access issues along Wentworth St. The Wentworth Home is also experiencing issues with on-street parking. It's a two-way street. People assume it is a one-way and parking on both sides. The Wentworth Home is in support of this action item.

Shari Donnermeyer noted that the Wentworth Home was at the last meeting and expressed concern about the NPP because they don't have a lot of parking for their employees. This will create even less parking, but emergency access is a priority. Shari Donnermeyer supported this motion.

Harold Whitehouse questioned who would be in charge of enforcement. Public Works Director Peter Rice responded that typically the Police Department takes the lead on areas outside of the downtown. He stated with the possible implementation of the NPP, they are looking to expand the parking enforcement agents' territory. The Wentworth Home can alert the Parking Division of any issues.

**Motion passed 9-0.**

B. Request for STOP sign and crosswalk on Bow Street at Chapel Street, by John Sherman. **Public Works Director Peter Rice moved to refer to staff for report back, seconded by Deputy City Manager Nancy Colbert Puff.**

Eric Eby stated a site visit was conducted on Wednesday. The members noticed the sight line issues and the blind corner. He stated a crosswalk signifies a safe space to cross, but it does not make a dangerous space safe. He suggested a crosswalk might make more sense on the other side of the intersection.

Chairman Doug Roberts suggested that they could consider alternate solutions like textured pavement.

Steve Pesci noted that they discussed at the site visit whether or not left turns were prohibited from Bow St. toward downtown. That should be clarified in the report back.

**Motion passed 9-0.**

C. Report back on Islington Street/Bartlett Street pedestrian signal concerns. Eric Eby noted that the intersection at Islington St. and Bartlett St. is part of the overall Islington Street Corridor Project. They are planning to bid that out this month and then construction will begin. All of the signal equipment will be replaced at that intersection. There will also be some curbing and striping improvements to improve pedestrian safety. The property lines for Two Brothers Auto Service on the corner are very close to the street. Their legally parked cars block the sight lines for pedestrians. The proposal is to add a street light and two bollards to help define the property line. The sight lines will not be improved greatly, but it is the best they can do. The long-term solution would be either a complete reconstruction or property acquisition of the corner.

Ralph DiBernardo noted that one of the problems is right turn on red during the walk signal. Ralph DiBernardo questioned if it was illegal to make a right on red during a crosswalk signal. Police Captain Frank Warchol responded that you should never be turning into a signalized crosswalk when there is a red light. However, better signage at that intersection would help. Chairman Doug Roberts asked for clarification on the right turn on red issue at the next meeting.

Chief Steven Achilles questioned if there would be proper radius for larger vehicles like fire trucks when taking a left off Islington St. onto Bartlett St. Eric Eby confirmed that they used a turning template for fire trucks for that design.

Steve Pesci commented that this would be a good spot to have a dynamic NO TURN ON RED sign. That would be a great safety feature.

Mary Lou McElwain commented that this intersection would see an increase in traffic because of new developments in the area. She supported revisions to the intersection.

Ralph DiBernardo noted that if they install a dynamic sign, they should use white LED lights instead of red. Eric Eby confirmed that black and white signs have better visibility.

## **VIII. OLD BUSINESS:**

A. Neighborhood Parking Program, review of General Parameters. Chairman Doug Roberts noted that there has been quite a bit of discussion on this program. There have been at least two public hearings and multiple meetings with the neighborhood groups. Chairman Doug Roberts and Deputy City Manager Nancy Colbert Puff have worked together to reformat the rules to combine the two areas and clarify some points. Chairman Doug Roberts went over the changes made as a result of comments made at the December PTS meeting. They include: enforcement hours standardized between neighborhoods, contractor provisions updated to simplify, fewer permits for Islington Creek, transferrable guest permits reduced to one per household, permits to be handled at Foundry Garage - open evenings and weekends, residents can petition for an NPP and form a Steering Committee – petitioners urged to work with existing Neighborhood Committee, businesses will be eligible for one permit net of off-street parking (appears to be only one location on NPP street that uses on-street parking), Islington Creek NPP has been extended by one block beyond Cabot on McDonough Street.

Chairman Doug Roberts mentioned making an amendment to Guest permits.

Chairman Doug Roberts stated City Council referred this action item to PTS to adjust the parameters and bring it back to the Council. He stated this is not an unusual program. Local cities have NPPs and he spoke to specific areas and programs. Also the required 75% threshold of endorsement from the neighborhood is a very high bar. This is just a pilot program. He supports moving the NPP forward to the City Council.

Shari Donnermeyer questioned how long the pilot program would last and what would happen on the last day of the program. Chairman Doug Roberts responded that Public Works suggested running the pilot for 6 months, having an evaluation, and then running the pilot for another 6 months. Chairman Doug Roberts stated he thought they should run the pilot for 6 months and then it should go back to City Council.

Harold Whitehouse questioned if other cities that have these types of programs did a pilot program first. Chairman Doug Roberts was not sure.

Mary Lou McElwain questioned how much enforcement would cost. Chairman Doug Roberts responded that the City Manager put \$100,000 in the budget, which should be more than enough. The cost of the pilot program from City Council's perspective was intended to be free. That may not be the case. It is unclear whether or not this will be revenue neutral. There has been support to have parking meters on the streets, which would help support the program.

Ralph DiBernardo questioned how many signatures were on the Islington Creek petition submitted during public comment. Chairman Doug Roberts responded that there were about 50.

Shari Donnermeyer requested clarification on the process if this moves forward. Chairman Doug Roberts responded that the City Council would have to approve the parameters and then they would have to get 75% of neighborhood support. If they get the support then it would start some time after that. Potentially April or May.

Ralph DiBernardo clarified that the City was able to verify if there is 75% support. Chairman Doug Roberts confirmed that was correct. It will be one vote per household.

Ralph DiBernardo commented that New Castle restricts their parking for all residents. It is not neighborhood specific. Chairman Doug Roberts responded that New Castle is a smaller community with less parking demands.

Steve Pesci thanked the staff for the most recent round of changes. City Council should consider integrating some parking meters to help with revenue neutrality. Parking meters would also be a resource to help the neighborhood with enforcement issues.

Mary Lou McElwain was concerned that businesses did not seem to be involved in the program. She was concerned that the South End trial started with Gate St. and has now been expanded. She is specifically concerned about parking for small businesses.

Shari Donnermeyer clarified that businesses in the South End and Islington Creek would have access to one permit per business. Chairman Doug Roberts confirmed that was correct.

Harold Whitehouse commented that at the last meeting he did not feel that the South End should be included. However, based on the changes made he now felt that both neighborhoods should be included in the 6 month NPP pilot.

**Deputy City Manager Nancy Colbert Puff moved to recommend approval of Neighborhood Parking Program General Parameters to the City Council, seconded by Harold Whitehouse. On roll call, motion passed 7-2.** Chairman Doug Roberts, Deputy City Manager Nancy Colbert Puff, Public Works Director Peter Rice, Police Captain Frank Warchol, Fire Chief Steven Achilles, Shari Donnermeyer and Harold Whitehouse voted in favor. Ralph DiBernardo and Mary Lou McElwain voted opposed.

B. Request for illuminated crosswalk on Middle Road at Riverbrook Condos, by Rich Taussig. Eric Eby commented that they put a traffic camera at the intersection. The maximum number of pedestrians was 8 per hour. Usually 15 pedestrians or more an hour is when treatment is warranted. During peak hour there were still 180 gaps long enough for someone to cross without a vehicle needing to yield. Eric Eby did not feel that this warranted the expenditure of \$15,000 for the flashing lights. The signage could be increased and the crosswalk could be widened to be more visible.

**Chief Steven Achilles moved to implement measures recommended in staff report, seconded by Ralph DiBernardo.**

Ralph DiBernardo noted that everyone has a right to bring an issue to the Committee, but this was a request by one individual and not a group of people from that area. The amount of people involved in a request impacts how the Committee considers things. Also, the news highlighted a community that is using red flags on either side of the road to help pedestrians alert cars when they need to cross. It seems like an innovative idea, but it is unclear how effective it will be.

**Motion passed 8-0.**

Chairman Doug Roberts was not present at the time of voting.

C. Request to address loss of handicap parking space in front of 504 Middle Street, by Grazier Chiropractic. Planning Director Juliet Walker commented that there was a site visit yesterday and the Committee heard from the Graziers at the December meeting. Staff was aware of the impact on the property when the bike lane was designed. They looked for a way to provide parking, but it is one of the narrowest sections of the street. There is no way to provide on-street parking in addition to bike lanes. The proposal is to create a shared loading zone or a passenger-loading zone that would be located in the bike lane. Other cities have utilized this method for areas with reduced bike traffic throughout the day. She stated parking is available in the back of the property, but there is a slope that is not ADA friendly. The Committee could also consider implementing a handicap spot that would not be directly in front of the

business, but it would provide an accessible path to it. It is not an ideal walking distance, but it would at least provide parking.

**Public Works Director Peter Rice moved to implement measures recommended by staff, seconded by Police Captain Frank Warchol.** Public Works Director Peter Rice supported staff recommendation because there was an existing handicap space and this is a reasonable compromise.

Shari Donnermeyer clarified that the loading zone would be located where the handicap space was located. Planning Director Juliet Walker responded that the bike lane and buffer would remain, but they would add striping and signage to allow for the loading and unloading of passengers in that area. There would also be signage further up the bike lane to provide warning. This temporary loading zone should only be active while this business is occupying the location. Shari Donnermeyer noted that it was too bad the handicap space was eliminated.

Ralph DiBernardo clarified that the loading zone would be for people only not for delivery and moving trucks as well. Planning Director Juliet Walker confirmed that was correct.

Harold Whitehouse asked if there was a plan to replace the bollards with something else. Chairman Doug Roberts advised him to bring up the issue at the end of the meeting under Miscellaneous on the agenda.

Mary Lou McElwain commented that it was important to accommodate this business and thought this was a good compromise. Mary Lou McElwain felt that it was important the City work with the Graziers and wondered if they could comment on the proposal.

**Mary Lou McElwain moved to allow for public comment by the Graziers, seconded by Harold Whitehouse. Motion passed 9-0.**

Barbara Grazier commented that it was an acceptable plan as long as the handicap van can wait 15 minutes or so for their patient. Sometimes the vans are too large to go in the back.

Public Works Director Pete Rice recommended that they move forward with this as presented because it seemed like a reasonable timeframe. If there is an issue it can be addressed.

Chairman Doug Roberts was in favor of the van dropping a client off and moving around the corner until the client is ready to leave. Barbara Grazier noted that they try to keep this client in a short timeframe to prevent the van and the client from waiting too long.

Chairman Doug Roberts questioned what a typical loading zone time limit was. Planning Director Juliet Walker responded that this would be a passenger loading and unloading only. This business knows their clients and is willing to work with the City. It would be good to try this without setting a time limit and address any issues if they arise.

Dr. Russell Grazier noted that the large handicap van only comes once a week. Cars that drop off patients can move to the back to park.

**Motion passed 8-0.**

Chairman Doug Roberts abstained because he missed part of the discussion.

D. Request for parking space in bike lane buffer at 60 Lafayette Road.  
**Harold Whitehouse moved to implement measures recommended by staff, seconded by Deputy City Manager Nancy Colbert Puff.**

Planning Director Juliet Walker commented that this was a challenging situation. There is width in the buffer for a parking space, but there would not be a marked buffer between the bike lane and the parked car. Staff is concerned about that because even though there is enough width for the bike to move over, bikers may not feel comfortable hugging the curb in that area. The recommendation would be to work with the current property owners to have some temporary parking in the vacant gas station. That property will likely be redeveloped and during that time there would be opportunity to redesign the area. There may be an opportunity to create additional parking. Planning Director Juliet Walker was concerned about adding a parking spot in this location without being able to clearly mark the buffer. It would also be one parking space with no other spaces on either side of the road. It could present a safety hazard.

Public Works Director Peter Rice requested that the motion on the table be withdrawn to further evaluate the options. **Harold Whitehouse withdrew his motion.**

Planning Director Juliet Walker requested guidance from the Committee on what to consider.

Chairman Doug Roberts supported a short-term solution, if possible, and then creating a long-term solution when the area was redeveloped.

**Public Works Director Peter Rice moved to refer to staff for report back, seconded by Mary Lou McElwain. Motion passed 9-0.**

E. Request to lower speed limit on Edmond Avenue from 30 mph to 25 mph, by Marc Stettner. Chairman Doug Roberts commented that the Committee had received a letter from Mark Stettner that raised a number of issues. Chairman Doug Roberts agreed with some of the points and noted that Eric Eby's report showed traffic had increased by 150% and speeds had gone up 25%. Chairman Doug Roberts was in support of going to the 25 mph speed limit.

Harold Whitehouse requested clarification on the Committee's authority to reduce traffic speed limits. Harold Whitehouse questioned if there was a state statute on this. Eric Eby responded that according to state law the default speed limit for most roads is 30 mph. They can be lowered to 25 mph if an engineering traffic study is conducted for the road and it is determined that a speed reduction is warranted.

Public Works Director Peter Rice questioned if they could put temporary reduced speed limits for the time of the construction detour. Eric Eby noted that without the construction this road has very little traffic and speeds are lower than 25 mph. Once the detour is removed those conditions should return. For a temporary construction reduced speed they could only add an advisory sign not a regulatory sign. They would not be able to enforce it.

Chairman Doug Roberts noted that the speed limit sign was at the beginning of the road and may encourage people to speed up. Eric Eby responded that speed limit signs are not required to be posted, so they could remove it. Chairman Roberts supported removing the signs.

Ralph DiBernardo noted that Maplewood Avenue and Woodbury Avenue were both 25 mph. It is inconsistent that this road is 30 mph. Police Captain Frank Warchol responded that those two roads went through significant engineering study and were dropped to 25 mph. Removing the 30 mph sign on Edmond Avenue would be the best solution.

Chairman Doug Roberts requested a report back after the signs are removed to see if it has changed the traffic.

Mary Lou McElwain requested clarification on why removing the sign would reduce speed. Chairman Doug Roberts noted that the surrounding streets were 25 mph, so without a sign, people would assume that Edmond Avenue was also 25 mph.

Steve Pesci suggested looking at speed limit inconsistencies throughout the City on a future agenda.

**Public Works Director Peter Rice moved to remove the speed limit signs indicating 30 mph on Edmond Avenue and follow-up with additional monitoring, seconded by Deputy City Manager Nancy Colbert Puff. Motion passed 9-0.**

F. Report back on Neighborhood Traffic Calming requests:

1. Aldrich Road: Eric Eby commented that there has been a lot of data collection on Aldrich Road. The average speeds were recorded in the 25 mph range and that is appropriate. There are appropriate sight lines for the crosswalk at Sewall Road. A speed limit of 20 mph is not appropriate for that roadway. Eric Eby looked at the speed tables on Madbury Road in Durham, NH. They have done several speed tables and have noticed that some vehicles such as landscape trailers make a lot of noise going over them. There are also pavement gouges where vehicles have bottomed out. The best solution is to recommend parking out in the street similar to the other end of Aldrich Road. The parking cut outs can be temporarily closed off and people can park in the street to make the road narrower. Staff can monitor the results. Signing could be increased as well.

Steve Pesci noted that the memo showed 85<sup>th</sup> percentile of cars were operating within the 25-30 mph and questioned if that meant the road was already working as designed.

Eric Eby responded that Aldrich Road is posted at 20 mph. Steve Pesci sits on the Durham Board as well and noted that the speed tables are heavily debated. Eric Eby added that Madbury Road has different characteristics than Aldrich Road.

Eric Eby showed the speed distribution graphs and showed the majority of cars went 30 mph or less. Engineers generally set the speed of a road based on the 85<sup>th</sup> percentile.

Chairman Doug Roberts noted that 25 mph seemed to be an appropriate speed and noted that accident and pedestrian data should play into the speed determination as well. Eric Eby responded that he did look at the accident data. There have been a total of 11 accidents over the past 16 years. There is not a lot of pedestrian traffic and the road does have sidewalks.

Fire Chief Steven Achilles was concerned about emergency vehicle access if the road was narrowed further with parked cars. It is the first road they can use to cut over for support vehicles to come into Islington St. They should not create a situation that may cause delays when responding to an emergency. Police Captain Frank Warchol supported Fire Chief Steven Achilles comments.

Public Works Director Peter Rice noted that there was a significant effort a few years ago to rebuild the roadway. The neighborhood was included in the design. This was the design that was requested by the neighborhood. Public Works Director Peter Rice did not support investing significant money into this roadway now. Modifying the parking is not a good solution. They should make some small initial changes and adjust more in the future if needed.

**Public Works Director Peter Rice moved to remove the striping, add more signage and monitor, seconded by Ralph DiBernardo. Motion passed 9-0.**

Mary Lou McElwain requested to table the remaining agenda items to next month.

**Chairman Doug Roberts moved to postpone the remaining traffic calming measures, the Edward Street closure, and the informational items other than the Quarterly Accident Report, to the February PTS Meeting, seconded by Mary Lou McElwain. Motion passed 8-0.** Public Works Director Peter Rice was not present for the vote.

2. Brackett Road - Tabled to the February meeting.
3. Brackett Lane - Tabled to the February meeting.
4. South Street - Tabled to the February meeting.

G. Edward Street closure, report back on proposed closure plan.  
Tabled to the February meeting.

## **IX. INFORMATIONAL:**

A. Foundry Place Parking Garage usage and traffic volume update, by Parking Director Ben Fletcher. Tabled to the February meeting.

B. Police grants, by Police Captain Frank Warchol. Tabled to the February meeting

C. Quarterly Accident Report. Police Captain Frank Warchol commented that there were 8 accidents from September 15, 2018 to the end of the year. There were 7 pedestrian accidents and 1 bicycle accident. He summarized the end of year accident results. In 2017 there were 1,154 accidents and in 2018 there were 1,152 accidents.

Chairman Doug Roberts received an email from the pedestrian who was struck at Hanover St. and Market St. That intersection could be put on the agenda for evaluation. Police Captain Frank Warchol responded that it was evaluated. Since 2015 there have been 4 car accidents at that intersection. Based on that it is not seen as an unsafe intersection at this time.

Chairman Doug Roberts requested a monthly report on accidents, if possible. Police Captain Frank Warchol confirmed he would look into it.

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

**X. MISCELLANEOUS:**

Harold Whitehouse commented that the Committee should take a stand regarding the concerns over the proposed parking for the McIntyre Project. He stated they are only proposing 77 spaces for 77 condos.

**Harold Whitehouse moved the PTS Committee go on record opposing the McIntyre plan based on the proposed parking issue.** No second.

Mary Lou McElwain noted that she would like further discussion on the topic.

Planning Director Juliet Walker recommended that the Committee wait until there was a formal proposal in front of the Planning Board. All that has been presented so far is a conceptual plan.

**Motion failed.**

**XI. ADJOURNMENT – at 10:09 a.m., VOTED to adjourn.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – February 7, 2019  
City Hall – Conference Room A

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MEMBERS PRESENT: Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Fire Chief, Steven Achilles

Members: Harold Whitehouse, Mary Lou McElwain,  
Ralph DiBernardo and Steve Pesci (Alternate)

MEMBER ABSENT: Shari Donnermeyer

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher

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#### **Action Items requiring an immediate ordinance during the next Council meeting:**

None

#### **Temporary Action Item requiring an ordinance during the annual omnibus:**

None

1. Accepted and placed on file meeting minutes from January 10, 2019.
2. Accepted and placed on file financial report dated December 31, 2018.
3. Public Comment Session: one speaker: Charles McMahon (Echo Ave).
4. Presentation: Downtown Traffic Model, by Erica Wygonik, RSG Inc.
5. Parrott Avenue and Rogers Street commercial traffic, school bus traffic and traffic congestion resulting from student drop off/pick up at the Middle School – **Voted** to refer to staff for report back.
6. Report back on 6-month trial closure of Turnpike exit ramp onto Echo Avenue – **Voted** to extend the trial closure of Turnpike exit ramp onto Echo Avenue until the completion of the Woodbury Avenue Bridge.
7. Report back on request for STOP sign and crosswalk on Bow Street at Chapel Street – **Voted** to place report on file.
8. Report back on Islington Street/Bartlett Street pedestrian signal questions – No action required by Committee.

9. Report back on request for parking space in bike lane buffer at 60 Lafayette Road – **Voted** to table request.
10. Report back on Neighborhood Traffic Calming requests:
  1. Brackett Road
  2. Brackett Lane
  3. South Street**Voted** to place reports on file.
11. Edward Street closure, report back on proposed closure plan – **Voted** to move proposal forward to the appropriate department for implementation.
12. Foundry Place Parking Garage usage update, by Parking Director Ben Fletcher – No action required by Committee.
13. Police grants, by Police Captain Frank Warchol – No action required by Committee.
14. “The Many Benefits of Making One-Way Streets to Two-Way,” column by Eric Jaffe, CityLab (The Atlantic) – No action required by Committee.
15. Jeff Speck argues for two-way streets in Portsmouth (2015) – No action required by Committee.
16. Parking Workshop – No action required by Committee.
17. Cate Street connector public meeting – No action required by Committee.
18. PTS Open Action Items – No action required by Committee.

Adjournment – At 9:50 a.m., **voted** to adjourn.  
Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – February 7, 2019  
City Hall – Conference Room A

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#### **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, Mary Lou McElwain  
Member, Harold Whitehouse  
Alternate Member, Steve Pesci

##### Member Absent:

Member, Shari Donnermeyer

##### Staff Advisors Present:

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

#### **III. ACCEPTANCE OF THE MINUTES:**

Ralph DiBernardo moved to accept the meeting minutes of the January 10, 2019 meeting, seconded by Mary Lou McElwain. **Motion passed 9-0.**

#### **IV. FINANCIAL REPORT:**

Harold Whitehouse moved to accept the financial report dated December 31, 2018, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

#### **V. PUBLIC COMMENT:**

Charles McMahan spoke to action item VIII.A. (Echo Avenue exit closure). The results of the pilot study indicated that there was no major impacts. He thanked the Committee for the time they had spent on the project and looked forward to hearing the final vote.

#### **VI. PRESENTATION:**

##### **A. Downtown Traffic Model, by Erica Wygonik, RSG Inc.**

Erica Wygonik commented that RSG, Inc. had undergone a significant effort to develop a downtown traffic model for the City of Portsmouth, and conduct its first scenario. The purpose of this presentation was to explain the components of the model, and the results of the scenario. A microsimulation model is a very detailed picture of a traffic network. It is meant to represent the reality of the traffic patterns as much as possible. A microsimulation is especially useful for a complex traffic environment, like a downtown. It

allows the City to test significant traffic changes in the model to evaluate how they will impact the traffic in real life. It can evaluate scenarios such as adding a new road, installing a new traffic signal, adding a new roundabout, and more. The tool considers how vehicles would re-route as a result of a change. A microsimulation is the most useful to show the impact of a major change. The tool accounts for the impact of pedestrians, but it does not take into account the impact on pedestrians. The tool focuses on the vehicular experience. The model includes a lot of detail for the roads and the intersections to provide the most accurate results. The user tells the model where the vehicle will start and where it will end. The model will then look at the traffic delays and intersections and determines which path would make the most sense. There was a significant amount of turning movement data collected for this model. The peak hour that was modeled for this was 5 p.m. to 6 p.m.

Public Works Director Peter Rice questioned if they took into account the proposed developments in the area in the traffic counts. Erica Wygonik responded that they did not because they used the current ground counts from 2017 for the model. Anything that was built when the Deer St. Garage counts were completed and the 2017 counts were completed, was included.

Harold Whitehouse questioned what the main purpose is of a roundabout. Erica Wygonik responded that she used the roundabout as an example of a major change that could be used in the model. A roundabout can have a number of purposes. Roundabouts have been shown to reduce severe crashes, so they are useful in areas where that may be an issue.

Erica Wygonik presented a video of the baseline model simulation to the Committee. It showed street parking and vehicles flowing through intersections. The model shows the signals at intersections changing as well as pedestrians using the crosswalks. The tool indirectly accounts for jaywalkers. The model accounts for friction factors that will slow vehicles down like jaywalking and parking turnover.

Mary Lou McElwain questioned if a specific time of day and month were used for the model. Erica Wygonik responded that they used the peak hour of the peak month. The p.m. peak hour had the highest overlap of vehicles and pedestrians. Mary Lou McElwain questioned if the model accounted for Memorial Bridge closures. Erica Wygonik responded that the particular model they were looking at did not have a bridge closure.

Chairman Doug Roberts questioned if the model extended to Parrot Avenue. Erica Wygonik responded that it did not. Chairman Doug Roberts questioned if parking had an impact on the model. Erica Wygonik confirmed that it did. Cars will enter and exit parking spaces in the model and affect traffic around them. They used the Smarking data to help inform the parking usage in the model. Public Works Director Peter Rice clarified that Smarking was a data collection system used by the Parking Division. It is real-time data. Erica Wygonik added that it provided data on where people are parking by zone. The turnover in the model is closely aligned to the data that was collected.

Steve Pesci requested clarification on the term "O and D." Erica Wygonik responded that it stood for origins and destinations. The whole downtown area is separated into zones.

They have to figure out how many vehicles are leaving and entering each zone in the hour and where are they coming from and going. It is all accounted for in the model matrix, and they ensure the results align with the turning movement data.

Ralph DiBernardo questioned if the model addressed vehicle speeds. Erica Wygonik responded that they start with the posted speed limit and use the typical real-life speed, if the data is available. Portsmouth had observed speed data for many streets. The vehicle speeds varied in the model.

Mary Lou McElwain questioned if large delivery trucks were in the model. There is a lot of truck traffic downtown. Erica Wygonik responded that there was vehicle class information included in the model. The truck traffic is calibrated to the traffic count data. There is less truck traffic in the p.m. peak hour because deliveries tend to happen in the morning. Bus routes are captured in the model.

Ralph DiBernardo questioned if the model accounted for emergency vehicle responses because the Central Fire Station is in the middle of the downtown. Erica Wygonik responded that it was not in this model. Fire Chief Steven Achilles questioned if it could be added as a scenario. Erica Wygonik responded that it had not been done before, but she would look into it.

Chairman Doug Roberts questioned if they could run a scenario in the model to evaluate the signal timings to improve the pedestrian traffic between the Foundry Place Garage and the downtown. Erica Wygonik stated it could be evaluated in the model.

Erica Wygonik explained the congestion results from the baseline model. The results are categorized by level of service and given a grade of A-F. A is the best and means there is no delay; F is the worst and indicates a large amount of congestion.

Chairman Doug Roberts noted that the level of service is only for the vehicles and some states have abandoned using this evaluation system all together. Erica Wygonik responded that there are many strong opinions about level of service (LOS). It is a useful tool to provide a snapshot of the vehicle experience. This model shows vehicle delays only and does not show pedestrian delays.

Steve Pesci pointed out that getting an A for every intersection would not be realistic. The City should be aiming for B's and C's. Erica Wygonik agreed. Traffic is a good sign of a vibrant downtown and a LOS of D and E would be acceptable in a downtown.

Public Works Director Peter Rice reminded the Committee that this model was developed to evaluate the two-way scenario. Steve Pesci was happy that the City invested in this tool, so they can have informed discussions. UNH Durham has a similar model and found it very useful. Public Works Director Peter Rice added that models are only as good as the data. This model was created specifically to address the two-way scenario and it's useful for the model area only.

Ralph DiBernardo pointed out that this was just a very preliminary look at the two-way scenario using a tool. There were no actual changes proposed.

Police Captain Frank Warchol requested clarification on why the Committee was looking into the two-way scenario. He questioned if it was because something was broken or if it was to improve efficiency. Chairman Doug Roberts responded that there was an article in the packet that outlined the many benefits of two-way streets in a downtown. It can improve walkability, business development, traffic safety, and emergency access. It would be a big change that should be considered carefully, but there could be benefits.

Erica Wygonik noted that an important thing to remember is that the model looks at vehicle delays and operations. Jeff Speck identifies a lot of potential benefits for going to a two-way street that this model will not evaluate. This model will show what the vehicle circulation impacts would be. This scenario is not the only factor that should be considered in a decision to go two-way.

Erica Wygonik showed a map of the area. State Street from Middle Street to Pleasant Street, Pleasant Street to Market Square, and Congress Street from Market Square to Maplewood Avenue were all changed to two-way streets in the model. There was a lot of discussion about what area to include when making the model. This area was selected to prevent parking loss. If extended to Daniel Street there would be more on-street parking removed. Any two-way road conversion would involve some infrastructure costs, but extending it to Memorial Bridge would have resulted in significant costs. They looked at converting Penhallow Street or Chapel Street to a two-way road, but both are too narrow.

Ralph DiBernardo questioned if they evaluated the benefits of the two-way conversion. Erica Wygonik responded that most of the benefits of two-way traffic are not evaluated in this model. Most of the benefits are improved pedestrian safety, improved access to businesses, etc. Those would not be apparent in the model.

Erica Wygonik summarized the changes that would be required to change the roadways to two-way streets. Some parking would be moved from State Street to Congress Street. The intersection signal timings would need to change at the intersection of Maplewood Avenue and Hanover Street. Market Square would require some new striping. The Maplewood Avenue, Islington Street and Congress Street intersection would require new signal heads. New signal heads would also be required at Fleet Street and State Street, and Pleasant Street and State Street. The most significant impact would be at the State Street and Middle Street intersection. It would require an intersection reconstruction. It could involve drainage work, curb work, and new signal heads. A roundabout could be considered but would need to be studied.

Mary Lou McElwain questioned if parking would be removed from one side of State Street and added to both sides of Congress Street. Erica Wygonik responded that parking would be removed on the north side of State Street and added to the south side of Congress Street.

Chairman Doug Roberts questioned if the Fire Department had traffic signal preemption at the Fleet Street and State Street intersection. Fire Chief Steven Achilles confirmed that was correct. Public Works Director Pete Rice added that they had control over most

of the newer signals.

Erica Wygonik showed a graphic depicting the level of service at each intersection after running the model with the two-way scenario. In general, most of the network is fairly unaffected. Congestion gets a little worse at the intersections at State Street and Middle Street, and Fleet Street and Congress Street. It would be a policy decision at Market Square about how much congestion is acceptable and what should be implemented to mitigate it. The approach to the scenario in the model was to implement things to make the two-way conversion work. There was nothing implemented in the scenario to make things better. Market Square is a complicated intersection to convert to two-way traffic. A signal was not added to the Market Square intersection in the model, but it could be. A signal would probably improve movement through the intersection. A roundabout could also be considered for Market Square. If nothing was done to Market Square and it went to two-way traffic, then there would be more congestion. It is considered an acceptable amount of congestion for a downtown, but it may not be acceptable for this community.

Harold Whitehouse questioned if she was aware of any communities that restricted using electronics in a crosswalk. Erica Wygonik responded that she was not.

Erica Wygonik noted that the model showed there was a slight increase in total delay, slight increase in average travel time across the downtown, slight decrease in average vehicle speed, and no change in vehicle miles traveled. From a vehicular perspective, the model shows that adopting a two-way conversion would be fine. There are other factors that should be considered when making the decision, but from a vehicular perspective, it works.

There was a discussion about traffic at the beginning of the two-way conversion and how it would change over time. Erica Wygonik stated the model reflected steady conditions. It does not show conditions after the first week of the conversion. She stated the one caveat is that the origins and destinations were not changed for the scenario and drivers may change routes over time because of the two-way conversion.

Police Captain Frank Warchol questioned if they looked at converting Congress Street to a two-way intersection from Maplewood Avenue to Fleet Street and not all the way to Market Square. Erica Wygonik responded that they did not. He noted that it would be a lot of vehicle movement in Market Square, and that concerned him. Erica Wygonik responded that the model did not show a large increase in people going the other way on Congress Street.

Steve Pesci noted that the Foundry Place Garage was not a destination in the model. That could impact some of the results. There are many things that relate to Market Square that are not traffic based. He hoped that the City would continue to invest in the tool to allow for more scenarios to be developed and studied.

Erica Wygonik summarized some of the research conducted on drawbridge scenarios and alternatives. Lift data was obtained from NHDOT. The average lift duration was 6.5 minutes. In the spring 43% of the weekday p.m. peak hours had a bridge lift. There was a model that included a bridge lift. The biggest concern was how far the queuing went

back and how much that would increase with two-way traffic. The queues did get worse with two-way traffic, but it was not horrible.

Ralph DiBernardo asked about blocked intersections in the bridge lift scenarios. Erica Wygonik responded that most people are polite and do not block intersections. They did observe a secondary situation after a bridge lift when Kittery traffic comes into Portsmouth. Market Square suffers during these times.

Fire Chief Steven Achilles expressed concern about queuing on State Street and that fire access can be significantly impacted during those times. If the road changed to two-way then the fire engine would be able to traverse State Street. She spoke to the fire in June on Daniel Street. If the lift bridge was up, they would not have been able to respond as fast as they did. The two-way conversion does not necessarily have to be a loop. It could just be a street or two. Erica Wygonik agreed that it did not necessarily need to be a loop, but they did need to ensure that vehicles had somewhere to go at the end of the road.

## **VII. NEW BUSINESS:**

A. Parrott Avenue and Rogers Street commercial traffic, school bus traffic and traffic congestion resulting from student drop off/pick up at the Middle School.

Harold Whitehouse questioned if the School Board Chairman was aware of the issue. Deputy City Manager Nancy Colbert Puff responded that she would confirm they are notified.

Ralph DiBernardo moved to refer to staff for report back, seconded by Harold Whitehouse. **Motion passed 9-0.**

## **VIII. OLD BUSINESS:**

A. Report back on 6-month trial closure of Turnpike exit ramp onto Echo Avenue.

Harold Whitehouse moved to keep closure in place, seconded by Mary Lou McElwain.

Fire Chief Steven Achilles noted that the Fire Department had not experienced any significant issues with the closure, but requested delaying permanent closure until the Woodbury Avenue Bridge construction is completed. Public Works Director Peter Rice responded that it would be a while before the City had resources to permanently close the exit, so it can remain closed as it is now until the bridge is finished.

Harold Whitehouse withdrew his motion.

Fire Chief Steven Achilles moved to extend the trial closure of Turnpike exit ramp onto Echo Avenue until the completion of the Woodbury Avenue Bridge, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

B. Report back on request for STOP sign and crosswalk on Bow Street at Chapel Street, by John Sherman. Eric Eby noted that they looked at the sight lines at the corner and there is very limited sight distance at that intersection. It would not be a safe pedestrian crosswalk location. Adding a crosswalk will not improve the sight lines. If people want to cross at that location they can, but they would be more careful if there was not a crosswalk on the ground.

Ralph DiBernardo added that it was not appropriate to install a crosswalk and lead people into an unsafe condition.

Mary Lou McElwain questioned if a No Left Turn sign on Chapel Street was going to be addressed. Eric Eby responded that it was included in the report back. There previously was a left turn restriction at Chapel Street, but it was removed by the PTS Committee several years ago.

Public Works Director Peter Rice moved to place report on file, seconded by Harold Whitehouse. **Motion passed 9-0.**

C. Report back on Islington Street/Bartlett Street pedestrian signal questions.

Eric Eby noted that the question was when can a vehicle make a right turn on red. He provided a handout in the packet from the New Hampshire Drivers Manual. The document states, "you may make a right turn on a red signal only if: there is no sign prohibiting a right turn on red and (if the intersection is equipped) a steady DON'T WALK signal is being displayed. Then, you may make a right turn after yielding to pedestrians and other traffic in, or approaching, the intersection. NOTE: It is a violation of the law to make a right turn on red when a steady or flashing walk signal is being displayed even if there are no pedestrians in the crosswalk."

Eric Eby also stated that turns are allowed on a right arrow after stopping if there are no pedestrians in the crosswalk and if the walk/don't walk signal is not flashing.

D. Report back on request for parking space in bike lane buffer at 60 Lafayette Road, by Planning Director Juliet Walker. Eric Eby noted that there is adequate roadway width, but it would require a redesign of the bike lane. The gas station parcel is going to be redeveloped. It is the opinion of staff to wait until the parcel is developed to redesign the area.

Fire Chief Steven Achilles moved to table the request, seconded by Mary Lou McElwain. **Motion passed 9-0.**

E. Report back on Neighborhood Traffic Calming requests:

1. Brackett Road
2. Brackett Lane
3. South Street

Eric Eby recommended no traffic calming measures for all three roads. Speeds and pedestrian volumes were recorded. There were no significant issues that were observed. The City will look to replace the old overhead flashing beacon at Brackett Lane and South Street, with one that is larger and brighter.

Chairman Doug Roberts was concerned about the section of South Street between Middle Street and Middle Road. There are no sidewalks, but there is a playground and a school nearby. Eric Eby responded that there is a sidewalk along the playground side of the street.

Ralph DiBernardo moved to place reports on file, seconded by Steve Pesci.

**Motion passed 9-0.**

F. Edward Street closure, report back on proposed closure plan.

Eric Eby commented that the goal is to improve the pedestrian facilities around Whipple Park. Edward Street would be closed and a sidewalk installed. This will help make the park more accessible. It would tighten up the intersection at Parrot Avenue. The yield sign would become a stop sign and the pedestrian crossing distance would be shortened.

Harold Whitehouse noted that the materials from the Pleasant Street project are an eye sore and it damaged some of the greenery in the park. They should be obligated to clean up and restore the area. Public Works Director Peter Rice responded that the Pleasant Street project was not complete and clean up would happen once completed.

Ralph DiBernardo moved to move the proposal forward to the appropriate department for implementation, seconded by Harold Whitehouse. **Motion passed 9-0.**

**IX. INFORMATIONAL:**

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

Parking Director Ben Fletcher presented data from November to December 2018. The increase in transient collections during this time was fairly significant. There was an increase in monthly contracts as well.

Chairman Doug Roberts questioned the increase and capacity. Parking Director Ben Fletcher responded that they were still 25% full and there was a 100% increase. The transient collection was about \$450 for November and it was double that for December. The January numbers show a slight decrease from December, but that is normal.

Mary Lou McElwain questioned if the hotels were using valet parking in the garage. Parking Director Ben Fletcher responded they were not. The Committee discussed the parking lot in front of the Foundry Place Garage and wayfinding signage for the garage.

Steve Pesci questioned what would trigger valet parking use at Foundry Place Garage. Public Works Director Peter Rice responded valet parking in City parking spaces is not allowed. A policy change would be required to allow it. Parking Director Ben Fletcher added that hotels might ask for spaces once other available lots are redeveloped.

B. Police grants, by Police Captain Frank Warchol.

Police Captain Frank Warchol stated there are six (6) traffic enforcement grants issued through the NH Highway Safety totaling \$32,000. Step Patrol helps identify through statistics where to place officers in the City. Operation Safe Commute are state mandated days where officers on duty from 6 a.m. to 9 a.m. and 4 p.m. to 7 p.m. monitor aggressive drivers. Join the Click promotes seatbelt enforcement for the younger population. There are grants for distracted driving, pedestrians and bicycles, and driving while impaired (DWI) patrols and mobilization.

C. “The Many Benefits of Making One-Way Streets to Two-Way,” column by Eric Jaffe, CityLab (The Atlantic). Document provided in the packet.

D. Jeff Speck argues for two-way streets in Portsmouth (2015).  
<https://tinyurl.com/speck2waystreets>

Chairman Roberts provided a link to Jeff Speck’s talk on two-way streets in Portsmouth.

E. Parking Workshop.

Chairman Doug Roberts invited the Committee to the March 25, 2019 meeting at the Portsmouth Library with the City Council to discuss parking principles. He stated various City Boards would be present. Information will be forthcoming.

Harold Whitehouse mentioned the McIntyre Project Meeting on March 5, 2019. Chairman Doug Roberts responded that parking may not be the focus of that particular meeting. Deputy City Manager Nancy Colbert Puff stated that a 3-D model would be presented at the meeting.

F. Cate Street connector public meeting, by Planning Director Juliet Walker.

Eric Eby informed the Committee of the February 12, 2019 meeting. The focus will be discussing the status of the Frank Jones Center redevelopment project with the neighborhood. He stated the project may include a connector road through the site between Bartlett Street and Borthwick Avenue. Staff would be presenting the traffic calming measure proposals for Bartlett Street again for the neighborhood to gauge interest.

Ralph DiBernardo requested information on pedestrian traffic on the other side of Bartlett Street. There is a project on Cate Street that will increase pedestrian traffic. Eric Eby responded that the developer would be doing some improvements to the intersection of Cate Street and Bartlett Street, which will include pedestrian improvements.

Mary Lou McElwain clarified that the private developer would be making the improvements. Eric Eby confirmed that was correct. They will be widening the Cate Street approach to Bartlett Street and adding a crosswalk across Bartlett Street. The crosswalk will be installed at the auto repair shop to ensure there are safe sight lines.

G. PTS Open Action Items. No Committee discussion.

**X. MISCELLANEOUS:**

Steve Pesci asked about the status of the Shared Active Transportation Ordinance. Deputy City Manager Nancy Colbert Puff responded that it had been approved by City Council.

Mary Lou McElwain questioned if the City was entering into a contract with Zagster for the final year. Eric Eby confirmed that was correct. Mary Lou McElwain requested a report back on the number of Zagster users and revenue. She also requested a report on ancillary parking lots usage in the City.

**XI. ADJOURNMENT – at 9:50 a.m., VOTED to adjourn.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – March 7, 2019  
City Hall – Conference Room A

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MEMBERS PRESENT: Chairman, Doug Roberts  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Fire Chief, Steven Achilles

Members: Harold Whitehouse, Mary Lou McElwain and  
Ralph DiBernardo

MEMBERS ABSENT: Deputy City Manager, Nancy Colbert Puff  
Members: Shari Donnermeyer and Steve Pesci

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**  
None

1. Accepted and placed on file meeting minutes from February 7, 2019.
2. Accepted and placed on file financial report dated January 31, 2019.
3. Public Comment Session: two speakers: Elizabeth Bratter (Zagster, NPP, Four-way stop at intersection of Brewery Ln and Albany St, and Middle School traffic) and Charles Griffin (bollards).
4. Implement four-way stop at intersection of Brewery Lane and Albany Street – **Voted** to approve a four-way stop at the intersection of Brewery Lane and Albany Street.
5. Report back on Middle School traffic pattern and potential one-way flow on Parrott Avenue – **Voted** to have staff continue monitoring traffic operations and report back.
6. Neighborhood Parking Program, referral from City Council for vote on amended program – **Voted** to approve the Neighborhood Parking Program as amended.
7. Islington Street project status – No action required by Committee.
8. Zagster bike share program second year update – No action required by Committee.

9. Cate Street connector public meeting – No action required by Committee.
10. Letter from Elizabeth Bratter regarding Neighborhood Parking Program – No action required by Committee.
11. PTS Open Action Items – No action required by Committee.
12. City Council Work Session Re: Parking Principles Review and Discussion – March 25, 2019 – No action required by Committee.

Adjournment – At 8:50 a.m., **VOTED** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – March 7, 2019  
City Hall – Conference Room A

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#### **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  
Fire Chief, Steven Achilles  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
Member, Harold Whitehouse

##### Members Absent:

Deputy City Manager, Nancy Colbert Puff  
Member, Shari Donnermeyer  
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:**

Mary Lou McElwain moved to accept the meeting minutes of the February 7, 2019 meeting, seconded by Harold Whitehouse. **Motion passed 7-0.**

#### **IV. FINANCIAL REPORT:**

Mary Lou McElwain questioned which line item on the report shows fees from people parking on the street during a snow ban. She read in the newspaper that the fee is \$250. Public Works Director Peter Rice responded that the charge is closer to \$150 plus a \$25 ticket. The ticket fee goes to the City and the \$150 goes to the towing company. She questioned if meter space rentals were for construction vehicles. Parking Director Ben Fletcher confirmed that was correct. She asked if the immobilization administration fee was for booting cars. Public Works Director Peter Rice confirmed that was correct.

Mary Lou McElwain questioned if garage passes were being transferred from High Hanover to Foundry Place or if the passes for Foundry Place were new passes listed on the report. Parking Director Ben Fletcher responded that it was a combination of both. About 100 people transferred from High Hanover and about 100 passes are new.

Harold Whitehouse requested clarification on the summons administration fee. Parking Director Ben Fletcher responded that it's an administrative fee that the Parking Clerk's Office charges when somebody challenges a ticket to the point that it goes to court.

Public Works Director Peter Rice moved to accept the financial report dated January 31, 2019, seconded by Ralph DiBernardo. **Motion passed 7-0.**

#### **V. PUBLIC COMMENT:**

Elizabeth Bratter expressed concern about the Zagster program. She did not think that the City should be paying so much to support it. Local businesses pay for it, but it is not a good advertisement model for them. Developers go for it because they can get a reduction in their parking. Ms. Bratter thought that the City should be working with local bike shops to do their own cooperative bike program. She was in support of the Neighborhood Parking Program, but had concerns about inventory and commercial buildings that received parking reductions, being granted permits. She submitted a letter to the Committee regarding this issue that was provided in the packet.

Ms. Bratter also expressed support for the four-way stop sign at Brewery Lane and Albany Street. She submitted an email to the Committee supporting the Portsmouth Middle School traffic pattern action item.

Charles Griffin commented that the bollards that were installed last fall were unattractive and daunting. The mild winter has given motorists time to adjust to driving on the roads with the bike lanes without the bollards. Mr. Griffin suggested a 60-day grace period in the spring before the bollards were reinstalled to see if they were really needed.

#### **VI. PRESENTATION:**

No presentation.

#### **VII. NEW BUSINESS:**

A. Implement four-way stop at intersection of Brewery Lane and Albany Street.  
Eric Eby noted that they observed the poor sight lines at the intersection on Wednesday at the site visit. The traffic on Brewery Lane does travel quickly. The traffic on the side streets is slightly less in volume than Brewery Lane. However, given the limited sight lines, he stated a four-way stop was warranted. He recommended moving forward with the four-way stop.

Ralph DiBernardo moved to approve a four-way stop at the intersection of Brewery Lane and Albany Street, seconded by Harold Whitehouse. **Motion passed 7-0.**

Ralph DiBernardo commented that this is one of the few times that a four-way stop proposal absolutely meets the criteria to put it in. Public Works Director Peter Rice agreed.

Mary Lou McElwain questioned if the sidewalks in that area were going to be installed by the private developer. Public Works Director Pete Rice responded that the developer has contributed more than \$50,000 to install sidewalks in that area. They will be put in on Jewel Court and around the new development. The City will be working

with the Malt House Exchange to put in sidewalks there. The long-term goal is to make a network of sidewalks in that area.

### VIII. OLD BUSINESS:

A. Report back on Middle School traffic pattern and potential one-way flow on Parrott Avenue. Eric Eby commented that he has monitored the area in the mornings and afternoons as well as put in traffic counters on Parrot Avenue and Richards Avenue. There is traffic going in both directions, but most of it is exiting out onto Richards Avenue. There is a queue of traffic waiting to exit. The school has also implemented a new pattern to exit. The buses now go around the back of the school, so passenger cars can pick up in the front. A barricade now directs students along the front of the school on the sidewalk. Eric Eby noted that the new flow shows a great deal of promise, and they should continue to monitor that before the City implemented any new measures. Two-way traffic on Parrot Avenue would be the best with this flow, and it is hard to implement a one-way for a limited time in the day.

Mary Lou McElwain recommended adding another crosswalk that went to the bike racks because bike traffic will increase in the warmer months. She commented that it was a good start to make it a safer area around the school.

Harold Whitehouse questioned if the report had gone to the School Board. He commented that they should be informed about what the PTS Committee is doing. Public Works Director Peter Rice responded that Eric Eby has been working closely with school administration.

Ralph DiBernardo thought that the comment Ms. Bratter made about training the students to cross at the school and stay on the ball field side of Parrot Avenue would relieve congestion. Public Works Director Peter Rice responded that there is school staff outside to direct students and pedestrians. Eric Eby can continue to work with them and make that suggestion.

Chairman Doug Roberts noted that it makes sense to promote safe routes that people would naturally take.

Harold Whitehouse commented that a member of the public noted that there are limited sight lines when exiting the library driveway and taking a left turn. They suggested removing one on-street parking space to make the sight lines better. Chairman Doug Roberts noted that it could be included in the report back.

Harold Whitehouse moved to have staff continue monitoring traffic operations and report back, seconded by Ralph DiBernardo. **Motion Passed 7-0.**

B. Neighborhood Parking Program, referral from City Council for vote on amended program. Public Works Director Peter Rice moved to approve the Neighborhood Parking Program as amended, seconded by Fire Chief Steven Achilles.

Parking Director Ben Fletcher stated that all of the proposed amendments made by the City Councilors were highlighted in yellow on the handout included in the packet. The first one is that the NPP would first be available on a pilot basis for a period of six (6)

months instead of a year. The second is that the neighborhood would have forty-five (45) days from City Council approval to collect and submit a petition to the Parking Division in order for their streets to be subject to NPP rules. The third is that it is not required for a household to participate in the NPP to be eligible for a Guest Permit. The final amendment is that a business located within an NPP Neighborhood is eligible for the same number of passes as a single-family household.

Chairman Doug Roberts clarified that the net of off-street provision was removed. Parking Director Ben Fletcher confirmed that was correct.

Chairman Doug Roberts stated that if the NPP was approved today, it would move to City Council. They would approve today's meeting minutes and the program would become active. If any changes were made by PTS today, then it would go back to City Council for review and approval. The action item would then come back to PTS for another vote.

Harold Whitehouse clarified that if the NPP was approved as proposed, then the South End was out of the program. Chairman Doug Roberts confirmed that was correct.

Mary Lou McElwain commented that she was going to vote against the program because it does not have a plan to move the current employee parking elsewhere. There is a micro-transit system coming, but this will cause an issue in the six (6) month pilot program. She stated the West End Business Association is opposed to the program.

Ralph DiBernardo commented that he was going to support the program because it would prove some of the issues that have been brought up. The main issue will be people moving to park on streets outside of the program.

Chairman Doug Roberts noted that Ms. Bratter made a good comment about monitoring the program for businesses that received a variance on parking and having the City Manager make a change if necessary. **Motion passed 6-1.** Mary Lou McElwain voted opposed.

## **IX. INFORMATIONAL:**

B. Zagster bike share program second year update, by Planning Director Juliet Walker. Mary Lou McElwain questioned if a Zagster station could be placed near the Portsmouth Indoor Pool. She stated riders could use the bike path to come into town and bypass the bike station at the City Hall Parking Lot. She stated the bike station at City Hall interferes with the farmer's market and the limited parking. Planning Director Juliet Walker responded that any changes to the station locations would cost the City money. Other locations were considered, but these were chosen because they were the best and safest options. It would be better to look at other locations when the City is ready to revisit this next time.

Harold Whitehouse commented that in other cities when the contracts expire people start to use the racks to store battery-operated scooters. He hoped that the Ordinance would protect that from happening in Portsmouth. Planning Director Juliet Walker responded that scooters were not part of the shared program. The City recently passed

an Ordinance that limits a vendor from implementing a shared program with scooters on public sidewalks.

Ralph DiBernardo clarified that if the City got a scooter program, then they would not be allowed to use the Zagster racks to park the scooters. Planning Director Juliet Walker confirmed that was correct.

Harold Whitehouse questioned if helmets were required with the program. Planning Director Juliet Walker responded that they continue to have discussions on this topic. There are a number of options to try, but they can be hard to implement. Police Captain Frank Warchol commented that people under the age of 16 were required to wear bike helmets.

Chairman Doug Roberts commented that they would wait to hear back from staff on their recommendation about the bollards on Middle Street. Ralph DiBernardo asked if any proposed changes would come back to PTS. Planning Director Juliet Walker responded that would be their intention. Public Works Director Peter Rice added that they would continue to make adjustments as needed.

Mary Lou McElwain commented that Ms. Bratter had made some good comments about working with local bike shops. She stated that when the Zagster contracts expire, working with local bike shops should be considered. She stated that Zagster is an expensive program. Public Works Director Peter Rice pointed out that the COAST bus program was subsidized and the trolley from the church lot was also an expense. They are all part of a comprehensive parking/transportation program. There may be a better way to spend those resources, but the City does not operate the same as a for-profit business. He stated it is a good point, but not everything has to make a profit or break even. Planning Director Juliet Walker appreciated Mary Lou McElwain's comments, but the bike share program is a form of public transit. As they move forward with the next bid the City will be clear on what the objectives are. The businesses that have engaged in the Zagster sponsorship so far have not been driven by a development request. They have seen the benefits in the advertisement. The goal is to see the sponsorship program grow.

C. Cate Street connector public meeting, by Planning Director Juliet Walker. Neighborhood meeting scheduled on March 11, 2019 at 6:30 p.m. at the New Franklin School Library.

D. Letter from Elizabeth Bratter regarding Neighborhood Parking Program. No action required by the Committee.

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

F. City Council Work Session Re: Parking Principles Review and Discussion – March 25, 2019. No action required by the Committee.

A. Islington Street project status. Eric Eby provided an update on the Islington Street Project. The City opened the bids for the project. The base bid project will go from Albany Street in front of the White Heron down to the Spinney Road intersection.

The goal is to start construction this year. They are looking at ways to handle traffic through the area. One idea that is being considered is to have one-way traffic through the work zone during construction hours. Islington Street would be one-way traffic down to Spinney Road. Inbound traffic would be able to come up to Spinney Road, and then go right down on Spinney Road. There would be detour signs to direct traffic. The main flow of traffic on Islington Street is outbound traffic. This route will be presented to the West End Business Association.

Chairman Doug Roberts clarified that the road would switch from one-way to two-way at the Bartlett Street intersection. Eric Eby confirmed that was correct. There would never be construction on both sides of the Bartlett Street intersection. A small portion of the project would cause some traffic on Bartlett Street to detour.

Public Works Director Peter Rice noted that there were a number of drivers for this approach. One of them is that the utilities are buried deep in that area. In order to operate safely, the contractor has requested this detour approach. This is the start of a dialogue. There has been a public meeting already. Throughout the project there will be monthly meetings and website updates. The project team will coordinate closely with the businesses. The areas will be clean and passable on the weekends. The whole Islington Street corridor project from the Route 1 Bypass to Maplewood Avenue, is estimated at \$20 million.

Chairman Doug Roberts questioned how long they expected the project to last. Public Works Director Peter Rice responded it is estimated to last at least two construction seasons.

Chairman Doug Roberts noted that there may be additional monitoring required on Spinney Road during construction. Public Works Director Peter Rice commented that traffic would be impacted on Spinney Road, Aldrich Road and Cass Street. It will mostly be local traffic.

Ralph DiBernardo questioned if the Spinney Road sidewalk installation would include making a T-intersection at Spinney Road and Islington Street. Public Works Director Peter Rice responded that would be part of the Islington Street project. The City must work with some private property owners at the end of Spinney Road on the issue.

Mary Lou McElwain commented that the Cate Street Apartments will open in the fall and questioned if there would be a crosswalk at Cate Street and Bartlett Street. Eric Eby confirmed that would be part of the Cate Street development. Planning Director Juliet Walker noted that she would report back. Mary Lou McElwain commented that it was a complicated area.

#### **X. INFORMATIONAL:**

Mary Lou McElwain noted that the City Council had a work session scheduled on March 25, 2019 to discuss parking, and questioned if there were other meetings that the Committee should know about. Public Works Director Peter Rice encouraged the members to look at the City website for scheduled meetings.

Ralph DiBernardo questioned if the Committee would see the research and results that come out of the suggestions to close streets to create pedestrian ways. Chairman Doug Roberts responded that it would be up to the City Council. They would refer it to the Committee.

ADJOURNMENT – at 8:50 a.m., **VOTED** to adjourn.

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – April 4, 2019  
City Hall – Conference Room A

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MEMBERS PRESENT: Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Fire Chief, Steven Achilles  
Harold Whitehouse  
Shari Donnermeyer  
Mary Lou McElwain  
Ralph DiBernardo  
Steve Pesci

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**  
VII.A. Loading Zone ordinance update. Formal recognition of all signed loading zones and to allow use of all loading zones by noncommercial vehicles with loading zone permits – **Voted** to accept proposed changes to Chapter 7 Sections 7.601, 7.602, 7.603 and 7.604.

1. Accepted and placed on file meeting minutes from March 7, 2019.
2. Accepted and placed on file financial report dated February 28, 2019.
3. Public Comment Session: two speakers: City Councilor Rick Becksted (crosswalks and bollards on Middle Street) and Charles Griffin (bollards on Middle Street).
4. Loading Zone ordinance update. Formal recognition of all signed loading zones and to allow use of all loading zones by noncommercial vehicles with loading zone permits – **Voted** to accept proposed changes to Chapter 7 Sections 7.601, 7.602, 7.603 and 7.604.
5. Congress Street at Fleet Street lane use change – **Voted** to allow staff time to investigate the right turn only lane and making Pleasant Street one lane into Market Square.
6. Annual Pavement Marking Painting update – No action required by Committee.
7. Middle Street bike lane update – No action required by Committee.

8. Action Items IX.C., IX.D., IX.E. and X.A. to be moved to the May 2, 2019 meeting – **Voted** to move all remaining open action items to the May 2, 2019 meeting.

Adjournment – At 8:58 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

# **AMENDED MEETING MINUTES**

## **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – April 4, 2019  
City Hall – Conference Room A

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### **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, Mary Lou McElwain  
Member, Harold Whitehouse  
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:**

Ralph DiBernardo moved to accept the meeting minutes of the March 7, 2019 meeting, seconded by Mary Lou McElwain. **Motion passed 9-0.**

### **IV. FINANCIAL REPORT:**

Public Works Director Peter Rice moved to accept the financial report dated February 28, 2019, seconded by Mary Lou McElwain. **Motion passed 9-0.**

### **V. PUBLIC COMMENT:**

City Councilor Rick Becksted expressed concern about the crosswalk at Middle Road and Essex Street. Cars do not stop to let pedestrians cross. There should be a flashing pedestrian crosswalk sign installed at the crosswalk. He also requested that the City install the least amount of bollards required for the bike lane. Construction is about to begin on Islington Street, which means people will avoid taking that route. The turns from the side streets will be very important to get on and off Middle Street. People will be using them to avoid Islington Street construction.

Charles Griffin echoed Mr. Becksted's comments about the bollards. People have had time to adjust over the mild winter.

## **VI. PRESENTATION:**

No presentation.

## **VII. NEW BUSINESS:**

A. Loading Zone ordinance update. Formal recognition of all signed loading zones and to allow use of all loading zones by noncommercial vehicles with loading zone permits. Eric Eby commented that this effort was undertaken to clarify and clean up the Ordinance to reflect what was happening in the field. The City worked with the Legal Department to do a complete rewrite. There were no new loading zones added and no loading zones removed. The characteristics of a loading zone were clarified. The City has some 24-hour loading zones and some time restrictive loading zones, which are active loading zones from 6 a.m. to 7 p.m. Monday through Saturday. Both types of loading zones have a 30-minute time limit. There is a commercial loading zone permit program, which allows cars without commercial plates to apply for a loading zone permit. This is typically a business owner that needs to make frequent deliveries to their business. The Ordinance had a section that stated that no more than 10 minutes could pass without activity in the loading zone. This has proven to be too hard to enforce, and many people needed more than 10 minutes. That section has been removed from the Ordinance. The loading zone on Bow Street was changed to a 24-hour loading zone. Mr. Eby pointed out a loading zone on State Street that was being proposed to change to a time restricted loading zone to allow for parking at night. The 24-hour loading zone on Pleasant Street and Maplewood Avenue and two time-restricted zones on Congress Street were never added to the Ordinance, so now they are included. The loading zone on Chestnut Street was changed from a time-restricted zone to a 24-hour zone.

Steve Pesci commented that the zones are frequently used by rideshare services like Uber. He questioned how this Ordinance related to rideshare services loading and unloading in the zones. Police Captain Frank Warchol stated the Police Department handles enforcement of rideshares using loading zones.

Mary Lou McElwain clarified whether or not the Market Street Extension loading zone was included in the Ordinance. Eric Eby confirmed that it was and nothing was changing with that loading zone. Mary Lou McElwain questioned if there was a charge for the permit. City staff responded that it was \$50 per year and there is a proposed increase to \$100 per year.

Mary Lou McElwain questioned if the parking outside the restricted loading zone hours was free. Parking Director Ben Fletcher responded that it had not been addressed specifically. Public Works Director Peter Rice suggested adding signage and requiring people to pay for the spots at a nearby pay and display meter. Chairman Doug Roberts suggested that staff could look into that. Parking Director Ben Fletcher agreed and noted that it would be evaluated on a case-by-case basis.

Shari Donnermeyer pointed out that it's a confusing area, and people would not automatically know they would have to pay for that spot between 7 p.m. and 8 p.m. Public Works Director Pete Rice confirmed that staff would look into it and report back.

Harold Whitehouse questioned if the Police would be able to enforce this and requested a report back in May. Public Works Director Peter Rice responded that the Parking

Division would be in charge of enforcement. The Police are notified if a car is towed. Chairman Doug Roberts confirmed that staff could give a report in May on how it is working.

Ralph DiBernardo pointed out that there were two issues. One was metering the space between 7 p.m. and 8 p.m. and the other was that cars could park in the loading zone after 7 p.m. for the night. Public Works Director Peter Rice pointed out that cars are currently parking in loading zones after 7 p.m. and this is not a change.

Ralph DiBernardo questioned if there was anything in the loading zone permit that prevented them from using it as a freebie parking spot throughout the City. Parking Director Ben Fletcher responded that the particular zone is not defined in the permit. Public Works Director Peter Rice added that there is a 30-minute time limit with the permit, and they have issued citations for people who were not using it properly.

Chairman Doug Roberts pointed out that one of the photos on Congress Street showed a truck in the loading zone and a truck across from the loading zone also making a delivery. It is very common for a truck to park there and block the left turn lane.

Fire Chief Steven Achilles suggested aligning the times of the restricted loading zone and the metered parking, so that there would not be an hour gap of metered parking required.

Mary Lou McElwain noted that there is often a truck parked at the loading zone at the State Street and Atkinson Street intersection. It impacts the visibility for cars trying to turn. Eric Eby commented that there was a bump out behind the loading zone, so it takes up the entire space between Atkinson Street and the bump out. Mary Lou McElwain was concerned about that loading zone. Eric Eby noted that was one of the only loading zones in that area, so it is used often.

Ralph DiBernardo moved to accept proposed changes to Chapter 7 Sections 7.601, 7.602, 7.603 and 7.604, seconded by Harold Whitehouse. **Motion passed 9-0.**

B. Congress Street at Fleet Street lane use change.

Eric Eby commented that this went along with making the loading zone on Congress Street official between Fleet Street and the Vaughan Mall. When there is a car in the loading zone it can block the through lane and force cars to merge quickly. The proposal is to make that lane a right turn only and keep all the through traffic in the unblocked lane. The intersection at Maplewood Avenue has one through lane and a turn only lane on either side. This change would make the Fleet Street intersection consistent with that one. The proposal is to take off the arrowhead for the through lane. Then add a right turn only signage at the intersection. The scenario was run through the downtown traffic simulation model. It showed that traffic would back up in the through lane, but not all the way to Market Square. It would not cause a gridlock. The change would be monitored, and if there were too many backups the paint can be changed back.

Public Works Director Peter Rice moved to change the shared through/right-turn lane on Congress Street at Fleet Street to an exclusive right-turn lane for discussion purposes, seconded by Harold Whitehouse.

Harold Whitehouse questioned if all of the NO TURN ON RED signs would remain. Eric Eby confirmed that was correct.

Public Works Director Peter Rice thought that it was a needed change, but there was probably more change needed than just this one intersection. This would be a good opportunity to consider making Pleasant Street one lane coming into Market Square and have Daniel Street be one lane through Market Square. The two lanes on either side can become queues for parking and turn lanes. Public Works Director Peter Rice requested that Eric Eby look at that idea, and report back at the next meeting before they initiate the change.

Harold Whitehouse commented that would be a radical change. This proposed change should be put in and the other suggestions should be looked at more by staff.

Ralph DiBernardo questioned how much time would be appropriate to look at this change and the Pleasant Street change and report back. Eric Eby responded that 60 days would be best.

Deputy City Manager Nancy Colbert Puff commented that all of the businesses in the area should be notified about the proposed changes, so they are aware of the impact.

Chairman Doug Roberts did not necessarily think that the items were linked together. It could be possible to implement them incrementally.

Ralph DiBernardo moved to amend the motion to allow staff time to investigate the right turn only lane and making Pleasant Street one lane into Market Square, seconded by Public Works Director Peter Rice. Motion Passed 7-2. Harold Whitehouse and Chairman Doug Roberts opposed the amendment because they did not think the changes needed to be tied together.

The Committee voted on the motion to allow staff time to investigate the right turn only lane and making Pleasant Street one lane into Market Square. **Motion Passed 8-1.** Harold Whitehouse voted opposed.

## **VIII. OLD BUSINESS:**

No old business.

## **IX. INFORMATIONAL:**

### **A. Annual Pavement Marking Painting update.**

Public Works Director Peter Rice commented that last year there were some staffing issues, so they were not able to get as much painting done as they had hoped. This year the City has been working closely with the contracted service provider and internal staffing to make up for last year. Crosswalks are the main focus. The contractor agreement has been expanded to include crosswalks and other delineating features.

Painting is impacted by temperature and moisture. It has to be dry and temperatures have to be above 50 degrees.

Chairman Doug Roberts questioned if the crosswalk lines would be expanded from 6 feet wide to 8 feet wide. Public Works Director Peter Rice responded that the policy would be to maintain the 6-foot width in the slow speed areas. The crosswalks will be widened in the high-speed areas.

Mary Lou McElwain was concerned that crosswalks that were impacted by construction sites were not being replaced. Public Works Director Peter Rice stated he would be happy to meet with members to discuss the issue. Mary Lou McElwain clarified that her comment was that she thought Unutil would be participating in the reconstruction costs.

B. Middle Street bike lane update.

Planning Director Juliet Walker talked about their plans for the 2019 season roll out. When the bike lane was implemented last fall it had the full design including the flex-post bollards. The bollards were removed in the winter in part to allow for snow clearing. It also provided an opportunity to revisit the design. The City has reviewed public comments and taken them into consideration. The bike lane is designed to support the safety of the bikers as well as the travelers along the bike lanes. The goal is to ensure there are no cars drifting into the bike lanes. The bollards and buffers were added to create a barrier. This helps promote safety for bicyclists who may not be comfortable mixing with traffic. The intent is to encourage more use of the bike lane through the design. A full year will be required to monitor the traffic and bike lane usage in all seasons to accurately report back on the design. There will be no flex-post bollards installed until early June. Traffic will be monitored from April 15<sup>th</sup> to May 15<sup>th</sup> as the bike lane usage increases. There will be a reduced number of bollards installed in early June. All of the lines will be repainted as part of the citywide striping program. There will be 60 bollards installed this year. Last year there were about 130 bollards. The new bollards will be shorter, more flexible, and easier to install and remove. The distance between them will be approximately 80 feet. They will be installed in places where the buffer is narrow, at intersections, and at the start and end of on-street parking. They will be placed inside the buffer where possible. The City is evaluating if one parking space should be removed at the Aldrich intersection. That will be decided based on the traffic monitoring results. The monitoring will include traffic speeds, traffic behavior at side streets and intersections, pedestrian and bike counts, and parking counts. The City will work in collaboration with the Police Department and social media to ensure the messaging about the bollard installation is clear and accessible.

Chairman Doug Roberts thought this was a very thoughtful response to the criticism.

Steve Pesci agreed and thanked the staff for their efforts. A marginal amount of bollards are beneficial and do improve safety. A reasonable amount of them are necessary for this project. Shari Donnermeyer agreed.

Harold Whitehouse questioned if the vendor was taking back the old bollards, and asked about the additional cost of the change. Planning Director Juliet Walker responded that she could report back to the Committee next month. The City was not happy with the bollards from last year. Their quality was sub-standard.

Ralph DiBernardo commented that cars often straddle the yellow line on Middle Street to avoid the bike lane and bollards. In addition, people confuse the first set of parking spots on Cabot Street with a travel lane. It should be better defined as parking. Planning Director Juliet Walker confirmed that was a location that bollards will be reinstalled. Police Captain Frank Warchol noted that moving the bollards into the buffer will give the road about 4 feet on each lane, so that should help with the yellow line crossing. Planning Director Juliet Walker added that they would continue to observe the behavior and noted that when the City repaves Middle Street there will be more opportunity to make changes.

Fire Chief Steven Achilles introduced Captain Todd Germain in the audience and noted that he would be representing the Fire Department starting with the next meeting. Fire Chief Steven Achilles is retiring and resigning from the Fire Department to take another position. Public Works Director Peter Rice thanked Fire Chief Steven Achilles for his contributions to the City.

Public Works Director Peter Rice stated he met with Ward 1. The neighborhood had requested a traffic calming process be initiated in their area. They have gone through a series of proposals, and the most recent one to be presented to the Ward 1 Neighborhood Committee involves a significant amount of bollards.

Public Works Director Peter Rice also stated the City is exploring installing parking meters in the Prescott Park lot. There are currently 20 free parking spaces.

Ralph DiBernardo moved to continue the outstanding agenda items to the May 2, 2019 meeting, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

**X. ADJOURNMENT – at 8:58 a.m., VOTED to adjourn.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – May 2, 2019  
City Hall – Conference Room A

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MEMBERS PRESENT: Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Police Captain, Frank Warchol  
Interim Fire Chief, Todd Germain  
Harold Whitehouse  
Mary Lou McElwain  
Ralph DiBernardo  
Steve Pesci

MEMBER ABSENT: Shari Donnermeyer

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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#### **Action Items requiring an immediate ordinance during the next Council meeting:**

None

#### **Temporary Action Item requiring an ordinance during the annual omnibus:**

- Install metered parking on Raynes Avenue and Vaughan Street. (VII.A.)
1. Accepted and placed on file meeting minutes from April 4, 2019.
  2. Accepted and placed on file financial report dated March 31, 2019.
  3. Public Comment Session: no speakers.
  4. Install metered parking on Raynes Avenue and Vaughan Street – **Voted** to approve metered parking on Raynes Avenue and Vaughan Street, to take effect after the opening of the AC Hotel.
  5. Request to renew valet parking license, by the One Hundred Club – **Voted** to renew the valet parking license for the One Hundred Club.
  6. Quarterly Accident Report by Police Captain Frank Warchol – No action required by Committee.
  7. Portsmouth receives Walk Friendly Community (WFC) designation – No action required by Committee.
  8. Notes from PS21 and PTS Committee Walking Tour with Chuck Marohn – No action required by Committee.
  9. Streetlight Request Process – No action required by Committee.

10. Market Square brick repair work on sidewalks – No action required by Committee.

11. PTS Open Action Items – No action required by Committee.

12. Discussion of Parking Principles Review Meeting – No action required by Committee.

Adjournment – At 8:58 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – May 2, 2019  
City Hall – Conference Room A

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#### **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  
Interim Fire Chief, Todd Germain  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
Member, Harold Whitehouse  
Alternate Member, Steve Pesci

##### Member Absent:

Member, Shari Donnermeyer

##### Staff Advisors Present:

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

#### **III. ACCEPTANCE OF THE MINUTES:**

Steve Pesci requested that “the committee” in the second to last paragraph on page 6 be clarified to the “Ward 1 Neighborhood Committee”.

Harold Whitehouse moved to accept the meeting minutes of the April 2, 2019 meeting, seconded by Mary Lou McElwain. **Motion passed 9-0.**

#### **IV. FINANCIAL REPORT:**

Steve Pesci noted that the Foundry Place Transient Revenue was low and questioned what impacts that would have on the garage and parking system for the fiscal year. Public Works Director Peter Rice said the impact would be a reduction in revenue, so the City would reduce spending. There are several capital expenditures that have been deferred to the end of the year. At that point, the revenue will be evaluated to see if there is money for spending.

Mary Lou McElwain questioned when the Hanover Garage was closing for repair. Public Works Director Peter Rice responded that was scheduled for 2022.

Mary Lou McElwain suggested advertising \$1.00 an hour on the digital message board sign for Foundry Place Garage located on Market Street and Russell Street. Public Works Director Peter Rice responded that he would investigate.

Chairman Doug Roberts noted that they should look at making crossing Bridge Street at Deer Street easier. Public Works Director Peter Rice responded that Eric Eby has been studying that.

Harold Whitehouse questioned if there was a timeline for the proposed Deer Street Associates buildings going in near the Foundry Place Garage. Eric Eby responded that the development was based on land use approvals from the Planning Board. Their development is not related to the Foundry Place Garage. Public Works Director Peter Rice added that staff would investigate and report back.

Public Works Director Peter Rice said that the Foundry Place Garage is acting as additional parking capacity. The Hanover Garage is often full, and the City has not hit peak season yet. Foundry Place is serving its function. The garage was full 3 times on special events. Even though the revenue isn't where the City hoped it would be, it is providing the value necessary.

Harold Whitehouse questioned if the surrounding development would be mixed-use. Public Works Director Peter Rice confirmed that it would.

Public Works Director Peter Rice moved to accept the financial report dated March 31, 2019, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 9-0.**

**V. PUBLIC COMMENT:**

No public comment.

**VI. PRESENTATION:**

No presentation.

**VII. NEW BUSINESS:**

A. Install metered parking on Raynes Avenue and Vaughn Street.

Mary Lou McElwain noted that there were several spots not metered on Maplewood Avenue and questioned if this would change. Eric Eby responded that this request was just for Raynes Avenue and Vaughn Street. Public Works Director Peter Rice responded that the businesses in the area asked them to remove those meters on Maplewood Avenue. Some businesses asked them to put some meters back. It would be appropriate to meter all spaces because the rest of the area is metered. Parking Director Ben Fletcher agreed.

Steve Pesci questioned if they should amend the motion to include the Maplewood Avenue spaces. Deputy City Manager Nancy Colbert Puff responded that the motion should not be amended: that change should be posted to allow for public comment.

Eric Eby noted that there would be some roadwork in the area soon. The existing free spaces on Vaughn Street will be removed during construction. A total of 10 spaces will be impacted for about 2 ½ months.

Ralph DiBernardo moved to approve metered parking on Raynes Avenue and Vaughn Street, to take effect after the opening of the AC Hotel, seconded by Harold Whitehouse. **Motion Passed 9-0.**

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

Steve Pesci requested clarification on item 2 of the 2018 agreement and questioned why valet services can't park in municipal garages. The Foundry Place Garage should give more space to allow for valet parking. He also requested clarification on how the \$500 fee was determined. He wanted to know if it should be increased or adjusted for annual inflation.

Public Works Director Peter Rice responded that the valet garage ban was a policy decision from past councils. The opinion may change with the new garage. This valet service is not using metered spaces, it is a loading zone. He will investigate how the fee is determined. Steve Pesci noted that the policy about the garage ban should be reevaluated.

Chairman Doug Roberts questioned if the City's Fee Committee determined the cost and asked how long the contract would be valid. Public Works Director Peter Rice responded that the contract would be valid for one year. He stated he would report back on how the fee was determined.

Chairman Doug Roberts noted that the valet service might be able to use the Foundry Place Garage until it reaches capacity. This must end when the garage is full. Public Works Director Peter Rice added there were some concerns about having valet in the garage. There needs to be a discussion about how the valet in the garage would be handled.

Ralph DiBernardo commented that there was no difference between a customer parking in the garage and a customer having a valet take their car to the garage. It is all the same use.

Chairman Doug Roberts suggested tabling this discussion until after the summer season to understand how full the garage would get during peak season. Steve Pesci added that over the next year the Fee Committee should review the \$500 fee.

Harold Whitehouse moved to approve renewal of valet parking license for the One Hundred Club, seconded by Public Works Director Peter Rice. **Motion Passed 9-0.**

**VIII. OLD BUSINESS:**

No old business.

**IX. INFORMATIONAL:**

**A. Quarterly Accident Report by Police Captain Frank Warchol.**

Police Captain Frank Warchol thanked the Committee and noted that he had enjoyed working with everyone to help make Portsmouth safer. Captain Mark Newport would be taking over his role on the Committee beginning in June 2019.

Police Captain Frank Warchol commented that in the last quarter there were 3 pedestrian accidents. Two were in parking lots. One was on Islington Street. The vehicle was never located.

Mary Lou McElwain thanked Police Captain Frank Warchol for his service on the Committee. Steve Pesci concurred and commented that the quarterly reporting was very helpful, and he hoped it would continue.

B. Portsmouth receives Walk Friendly Community (WFC) designation.

Planning Director Juliet Walker commented that the City applied for and received a Walk Friendly Community designation. The City achieved silver status. The organization found that Portsmouth was a City with a small population and the staff does a lot with pedestrian initiatives. They felt that Portsmouth was an example of what smaller communities could do. This designation is good for 5 years, and Portsmouth will work to continue to improve in this area. The application was in the PTS packet to give members an idea of the criteria.

Chairman Doug Roberts noted that there was a sample application form that gave the reason for the questions and noted the link would be in the minutes. Here is the link: <https://tinyurl.com/wfcports>. This could help Portsmouth's policies going forward.

Public Works Director Peter Rice acknowledged that the City Council, Planning Director Juliet Walker and all the departments helped in the evolving process. It is a cultural change and takes time to build consensus. It has been a positive experience helping to build this program.

Chairman Doug Roberts commented that Steve Pesci forwarded a link on the reasons behind a nationwide increase in pedestrian deaths. It's a 2 ½ minute video that talks about different reasons, from cell phones to more traffic. It is very informative. Here is the link: <https://tinyurl.com/whymoredeaths>.

Steve Pesci supported Public Works Director Peter Rice's comments and thanked all the people involved. It is a big application process and a big accomplishment to achieve silver status on the first application. Mary Lou McElwain agreed and noted that the reason she moved to Portsmouth was because of the walkability. Ralph DiBernardo requested that these comments be brought to a Council meeting so the public could hear them.

C. Notes from PS21 and PTS Committee Walking Tour with Chuck Marohn

Chairman Doug Roberts commented that the notes from Emily Corbett Chadwick from PS21 were in the packet for informational purposes.

D. Streetlight Request Process

Public Works Director Peter Rice commented that the City received a streetlight request for the corner of Junkins Avenue and Pleasant Street. There is a new crosswalk in the location with inadequate overhead lighting. The typical procedure is to install a streetlight in locations like those. The request was appropriate and submitted to Eversource. Eversource has final approval over the addition of streetlights to utility poles. It did not need the approval of the PTS Committee.

Harold Whitehouse commented that the blinking light at South Street and Bracket Lane was not visible coming down South Street. It needs to be updated. Eric Eby responded that the light is scheduled to be updated and should be installed soon.

E. Market Square brick repair work on sidewalks

Public Works Director Peter Rice commented that the project was a maintenance effort to resolve the trip hazards in the area. The goal is to complete this before summer. There is money identified for a full reconstruction of Market Square, but that is not what this effort is. This is purely a maintenance project. Some of the tree grates will be removed and replaced with a porous pavement. This was done on Porter Street. A level surface will protect the roots.

Ralph DiBernardo clarified that water would still get through to the trees. Public Works Director Peter Rice confirmed that was correct. Ralph DiBernardo questioned if the long-term redesign of Market Square would include removing the granite accent pieces. He stated they are the worst tripping hazards. Public Works Director Peter Rice responded that it was a good point to consider, but the City has not moved forward with the design for the complete rehabilitation of Market Square.

Harold Whitehouse questioned if the roots from the elm tree in front of the North Church were causing problems with the foundation of the building. Public Works Director Peter Rice responded that the Trees and Greenery committee addressed it three times. There is no evidence that the roots are causing damage to the foundation. The request to remove the tree has been denied all three times.

F. PTS Open Action Items. There was no Committee discussion.

**X. MISCELLANEOUS:**

A. Discussion on the Parking Principles review meeting.

Planning Director Juliet Walker commented on the Parking Principles review meeting. The City Council packet will have a summary of the small group discussions. Staff has drafted proposed revisions based on the discussions at that work session. The Council will decide how to proceed.

Mary Lou McElwain requested a report back on the middle school traffic change. She presented a traffic issue with the high school at the South Street and Summit Avenue intersection. Many vehicles go in and out of the school using South Street. This causes traffic issues. More people are driving to school instead of using school buses. Eric Eby responded that they were continuing to monitor the middle school traffic change. It appears to be working well. He stated that he would report back at the next meeting. The high school has hired a traffic consultant to do a study of their internal circulation. That study is under review. They will determine what measures to implement over the summer.

Public Works Director Peter Rice questioned if the new intersection at Andrew Jarvis Drive and Lafayette Road was a success. Eric Eby confirmed that it has been successful. Mary Lou McElwain noted that South Street was the bigger problem. Eric Eby responded it was because of the layout of the parking lots. Chairman Doug Roberts requested a report back at a future meeting about the high school changes.

Harold Whitehouse commented that he wanted the PTS Committee to take a stand and let the McIntyre Subcommittee know there isn't support for the parking allotment of 77 spaces for 77 condos for the McIntyre Building. He stated his opinion is based on safety and parking. He stated he wanted to go on record opposing the plan, but would not be

making a motion. He stated he hoped another member would make a motion. No motion was made.

Mary Lou McElwain noted that in the past, proposed developments have come before the PTS Committee. Recently they have not. She stated that the Portsmouth Housing Authority (PHA) development should have come before this Committee. She questioned why these applications are not referred to PTS. Public Works Director Peter Rice responded that if there were on-street parking impacts, then the project would come before this Committee. If there are not, then it would not. Mary Lou McElwain noted that the City is losing a lot of metered spaces with the PHA project. Public Works Director Peter Rice responded that those were the PHA spaces. They were not City spaces. The City had an agreement with PHA to use the spaces, but it is their property.

Harold Whitehouse did not think the McIntyre Building was providing enough spaces. Chairman Doug Roberts said there were no parking requirements for first floor retail in the downtown. They are proposing parking for the residential condos. Harold Whitehouse commented that it was a safety issue. Chairman Doug Roberts responded that he did not think it was a safety issue.

Deputy City Manager Nancy Colbert Puff commented that the Planning Board had jurisdiction over the number of parking spaces pursuant to the Ordinance. The developers will be doing a traffic study as part of the application. It will be reviewed by the Planning Board.

Steve Pesci said that more than just applications with parking impacts should come before this Committee. If traffic studies or designs for new projects impacted the streetscapes, pedestrian scape or traffic flow, it should come to PTS for member feedback.

Ralph DiBernardo agreed with some of the concerns Mary Lou McElwain expressed. He was disappointed that the Committee would not be participating in the proposed pedestrian street closures before presentation to the City Council. He understood that this is an advisory committee and it is the Council's choice to refer an item for review. However, that means the only members not included in this street closure discussion are the citizen appointed members. Closing streets for pedestrians is the beginning of a potential ongoing program. The Echo Avenue closure and Neighborhood Parking Program came before this Committee. The citizen members had good input for those projects.

Ralph DiBernardo moved that Chairman Doug Roberts request the City Council include the PTS Committee in the discussion about closing the streets for pedestrian use before implementation, seconded by Mary Lou McElwain.

Public Works Director Peter Rice commented that street closures are an event-related activity and handled by staff. This event is not a permanent closure. It is no different than Children's Day or Market Square Day. It's a managerial issue. If this was a permanent closure, then it should come to this Committee. Public Works Director Peter Rice did not support the motion: it is an event.

Harold Whitehouse questioned if Ralph DiBernardo knew that it was changed to two Sundays in September. Ralph DiBernardo responded that he was aware, but added that the proposal was not posted on the website. Deputy City Manager Nancy Colbert Puff said it was included in a City Council packet on the website.

Ralph DiBernardo noted that the original proposal would have made a serious impact to the City's parking and traffic. The foundation for this is evolving with the pilot trial, but it has potential to be a bigger program. He thought this Committee should have input. The pilot Neighborhood Parking Program came before PTS because they expected it to be permanent.

Police Captain Frank Warchol commented that the Police Chief had the authority to close streets for events or other reasons and not consult staff or committees. Deputy City Manager Nancy Colbert Puff added that this was not a proposal for a permanent closure of Market Square. It is an event proposal. City staff are working with the Council to ensure the event is successful and safe. Chairman Doug Roberts added the event would open streets to pedestrians. Other communities have been successful with this approach.

Ralph DiBernardo questioned if any permanent street closure would come before this Committee. Chairman Doug Roberts said yes but the Council can decide against it.

Steve Pesci commented that it would be a positive thing for the Committee to have some input on this event. He requested that a message be conveyed to Council saying that there is a Parking Traffic and Safety Committee that would like to play a role in these discussions. Chairman Doug Roberts responded that he would keep that in mind going forward and bring it to their attention.

Ralph DiBernardo withdrew his motion, and Mary Lou McElwain withdrew her second.

**XI. ADJOURNMENT – at 8:58 a.m., VOTED to adjourn.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – June 6, 2019  
City Hall – Conference Room A

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MEMBERS PRESENT: Chairman, Doug Roberts  
Public Works Director, Peter Rice  
Police Captain, Mark Newport  
Fire Chief, Todd Germain  
Harold Whitehouse  
Shari Donnermeyer  
Mary Lou McElwain  
Ralph DiBernardo  
Steve Pesci

MEMBER ABSENT: Deputy City Manager, Nancy Colbert Puff

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**

- Two 15-minute parking spaces on Hanover Street in front of 25 Maplewood Avenue beginning September 1, 2019. (VII.C.)
- Three-hour time limit for parking meters on Raynes Avenue and Vaughan Street. (VII.D.)
- Install metered parking on Maplewood Avenue between Raynes Avenue and Vaughan Street. (VII.E.)
- Remove the 15-minute time limit on the two spaces on the easterly side of Maplewood Avenue, commencing 140 feet northerly from Vaughan Street. (VII.E.)
- Three-hour time limit for new metered spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street. (VII.E.)
- Prohibit parking for a distance of 50 feet on west side of Middle Street beginning at the intersection with Aldrich Road, and running northerly. (VII.G.)
- Establish a fee of \$1.50 per hour when using the ParkMobile App or \$2.00 per hour at the display meter, maximum three hours for the motorcycle-specific spaces in the designated motorcycle parking area. (VII.H.)

1. Accepted and placed on file meeting minutes from May 2, 2019.
2. Accepted and placed on file financial report dated April 30, 2019.
3. Public Comment Session: Dave Mansfield spoke in support of item VII.C.

4. Request for handicap parking space in front of 179 Concord Way, by Joe Wenhold. – **Voted** to approve handicap parking space in front of 179 Concord Way.
5. Request for loading zone on Vaughan Street for 111 Maplewood Avenue building, by the project applicant. – **Voted** to table action item and refer to staff to report back at the next meeting.
6. Request for 15-minute parking spaces on Hanover Street and the Vaughan Mall lot, by Provident Bank. – **Voted** to approve two 15-minute parking spaces on Hanover Street in front of 25 Maplewood Avenue beginning September 1, 2019. **Voted** to table action on the three 15-minute spaces in Vaughan Mall parking lot behind 25 Maplewood Avenue and review the City’s policy on designating 15-minute parking spaces.
7. Time limit for previously approved parking meters on Raynes Avenue and Vaughan Street. – **Voted** to approve 3-hour time limit for parking meters on Raynes Avenue and Vaughan Street.
8. Install parking meters for all unmetered parking spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street. – **Voted** to approve metering of all parking spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street. **Voted** to remove the 15-minute time limit on the two spaces on the easterly side of Maplewood Avenue, commencing 140 feet northerly from Vaughan Street. **Voted** to approve 3-hour time limit for new metered spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street.
9. Request for pedestrian activated Rectangular Rapid Flashing Beacon (RRFB) on Dutton Avenue near Memorial Bridge parking lot, by Brian Birner. – **Voted** to approve installation of RRFB on Dutton Avenue at Memorial Bridge parking lot contingent on available funding and staff will report back on funding source.
10. Prohibit parking for 50 feet on west side of Middle Street north of Aldrich Road. **Voted** to prohibit parking for a distance of 50 feet on west side of Middle Street beginning at the intersection with Aldrich Road, and running northerly.
11. Motorcycle Parking in Market Square. – **Voted** to establish a fee of \$1.50 per hour when using the ParkMobile App or \$2.00 per hour at the display meter, maximum three hours for the motorcycle-specific spaces in the designated motorcycle parking area.
12. Report back, proposed lane use changes at Congress Street and Fleet Street, and Pleasant Street at Market Square. – **Voted** to refer to staff to report back at the next meeting.
13. Middle School traffic pattern update. No action required by Committee.
14. High School traffic study update. No action required by Committee.
15. Parking and Traffic Safety Committee authority and jurisdiction, per City Ordinances. No action required by Committee.

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

17. July Meeting. July meeting has been cancelled. Next meeting is August 1, 2019.

Adjournment – At 9:07 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – June 6, 2019  
City Hall – Conference Room A

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#### **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, Mark Newport  
Interim Fire Chief, Todd Germain  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
Member, Harold Whitehouse  
Alternate Member, Steve Pesci  
Member, Shari Donnermeyer  
Shari Donnermeyer arrived at 9:00 a.m.

##### Absent:

Deputy City Manager, Nancy Colbert Puff

##### Staff Advisors Present:

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

#### **III. ACCEPTANCE OF THE MINUTES:**

Chairman Doug Roberts noted that the name Emily Corbett should be corrected to Emily Corbett Chadwick.

Ralph DiBernardo moved to accept the meeting minutes of the May 2, 2019 meeting, seconded by Harold Whitehouse. **Motion passed 8-0.**

#### **IV. FINANCIAL REPORT:**

Chairman Doug Roberts questioned how full the Foundry Place Garage was. Parking Director Ben Fletcher responded that it was about 25%-30%. There has been a small increase due to the nice weather. A significant increase is expected on Market Square Day and other events throughout the summer when the garage rate is fixed.

Harold Whitehouse reiterated Mary Lou McElwain's idea from the May meeting about adding \$1.00 to the digital message board sign at the intersection at Market Street and Russell Street to attract more customers.

Harold Whitehouse moved to accept the financial report dated April 30, 2019, seconded by Public Works Director Peter Rice. **Motion passed 8-0.**

## V. PUBLIC COMMENT:

David Mansfield of 113 Bow Street and CEO of Provident Bank spoke to agenda item VII.C. The bank opened its Portsmouth location after the Ordinance banning drive-thrus was passed. The bank is a big supporter of the community and has contributed to many organizations and programs in Portsmouth. The executive headquarters is moving to 25 Maplewood Avenue. The current branch will be moving to the first floor and 15-minute parking will be critical for customers. Mr. Mansfield requested the Committee's support in creating 15-minute parking. Chairman Doug Roberts questioned how many 15-minute parking spots they had at the current branch. Mr. Mansfield responded they had three that were shared by other local businesses.

## VI. PRESENTATION:

No presentation.

## VII. NEW BUSINESS:

A. Request for handicap parking space in front of 179 Concord Way, by Joe Wenhold. Ralph DiBernardo moved to approve a handicap parking space in front of 179 Concord Way, seconded by Harold Whitehouse. **Motion passed 8-0.**

Ralph DiBernardo clarified that this would be a public handicap parking spot, so anyone with a handicap-parking placard would be allowed to park there.

B. Request for loading zone on Vaughan Street for 111 Maplewood Avenue building, by the project applicant. Public Works Director Peter Rice moved to approve a loading zone on the south side of Vaughan Street at the corner of Raynes Avenue, with the hours of 6 a.m. to 9 a.m., seconded by Harold Whitehouse.

Harold Whitehouse questioned if this would include holidays and Sundays. Eric Eby responded that it would not. Public Works Director Peter Rice added that they would ensure that language was on the signage.

Steve Pesci noted that at the site visit they expressed concern about the location of an existing fire hydrant being blocked by certain trucks in the loading zone. It was discussed that the hydrant may be relocated as part of the construction project. Eric Eby stated he discussed it with City staff and it could be relocated to the corner on the other side of an underground electrical duct bank, however, there would be a cost involved to move it. Interim Fire Chief Todd Germain commented that he could support the loading zone if the fire hydrant could be moved.

Mary Lou McElwain questioned how many parking spots the loading zone would occupy, and questioned how it compared to the loading zone request by the restaurant across the street that was tabled. Eric Eby responded it would take up two spaces from the hours of 6 a.m. to 9 a.m. The request that was tabled was for a permanent loading zone from 9 a.m. to 7 p.m. everyday. Public Works Director Peter Rice clarified that this loading zone was not going to be reserved. It would be available for anyone who needs it, including the restaurant across the street. Steve Pesci noted that this request would hopefully resolve all the loading needs for everyone on the street.

Interim Fire Chief Todd Germain moved to table and refer to staff to report back on the fire hydrant relocation at the next meeting. Seconded by Harold Whitehouse. **Motion passed 8-0.**

C. Request for 15-minute parking spaces on Hanover Street and the Vaughan Mall lot, by Provident Bank. Chairman Doug Roberts commented that five spaces may be excessive. Ralph DiBernardo commented that they should refer this item to staff for a recommendation on how to accommodate the bank without making five spaces limited to 15-minute parking. Eric Eby noted that one suggestion was to add three parking spaces in the alleyway of the lot. It is currently two-way traffic, so it would have to become a one-way entrance and exit.

Steve Pesci thought that five 15-minute parking spaces was excessive. It would be appropriate to add the two 15-minute parking spaces on the street, and it would be good to explore if more could be added in the City right-of-way. Steve Pesci did not support the three 15-minute spaces proposed in the Worth Lot. Ralph DiBernardo noted that the existing 15-minute spaces were hard to access, and suggested moving them.

Mary Lou McElwain questioned if the Committee should start talking about establishing a policy on 15-minute parking before creating more spots. This was not the first time a request like this has been made. Chairman Doug Roberts responded that they could do both at the same time.

Public Works Director Peter Rice recommended that the motion should be to approve the two 15-minute parking spaces on the street and consider additional spots in the future after an evaluation. Historically, the Committee has granted requests for 15-minute parking spaces because they want to support local businesses, however, there is generally a 90% loss of the revenue for the spaces. The Worth Lot is used heavily, and should be evaluated before adding more 15-minute parking spaces.

Parking Director Ben Fletcher commented that spaces in the Worth Lot generate about \$4,500 a year. The 15-minute parking spaces are hard to enforce because of the high turnover. Parking is designed to support the businesses whether it's a three-hour limit or 15-minute limit.

Public Works Director Peter Rice moved to approve two 15-minute parking spaces on Hanover Street in front of 25 Maplewood Avenue beginning September 1, 2019. Seconded by Steve Pesci. **Motion passed 8-0.**

Public Works Director Peter Rice moved to table action on the three 15-minute spaces in Vaughan Mall parking lot behind 25 Maplewood Avenue and review the City's policy on designating 15-minute parking spaces, seconded by Steve Pesci. **Motion passed 8-0.**

Mr. Mansfield supported the discussion and motion, but clarified that they would not need the spots until September 1, 2019. They could remain three-hour spaces until then.

D. Time limit for previously approved parking meters on Raynes Avenue and Vaughan Street. Public Works Director Peter Rice moved to approve 3-hour time limit for parking meters on Raynes Avenue and Vaughan Street, seconded by Mary Lou McElwain. **Motion passed 8-0.**

E. Install parking meters for all unmetered parking spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street. Steve Pesci moved to remove the 15-minute time limit on the two spaces on the easterly side of Maplewood Avenue, commencing 140 feet northerly from Vaughan Street, seconded by Mary Lou McElwain. **Motion passed 8-0.**

Steve Pesci moved to approve metering of all parking spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street, seconded by Public Works Director Peter Rice. **Motion passed 8-0.**

Ralph DiBernardo moved to approve 3-hour time limit for new metered spaces on Maplewood Avenue between Raynes Avenue and Vaughan Street, seconded by Mary Lou McElwain.

Public Works Director Peter Rice questioned if there was data that supported the 3-hour time limit designation for those spaces. Parking Director Ben Fletcher responded that the closest meters on Russell Street had a 3-hour time limit. The 3-hour limit is based on giving patrons enough time at restaurants. It is appropriate and consistent with the area.

**Motion passed 8-0.**

F. Request for pedestrian activated Rectangular Rapid Flashing Beacon (RRFB) on Dutton Avenue near Memorial Bridge parking lot, by Brian Birner. Harold Whitehouse asked about the cost of a RRFB. Eric Eby responded that it would be about \$15,000.

Public Works Director Peter Rice commented that he could bring this to the City Manager for consideration as a Capital Improvement Project (CIP).

Eric Eby clarified that there would be two flashing lights and a button to activate them.

Harold Whitehouse moved to approve installation of a RRFB on Dutton Avenue at Memorial Bridge parking lot contingent on available funding and staff will report back on funding source. Seconded by Steve Pesci. **Motion passed 8-0.**

G. Prohibit parking for 50 feet on west side of Middle Street north of Aldrich Road. Mary Lou McElwain commented that when cars are parked there it is safer for bicyclists, but it is dangerous for cars. This is a safety issue and there needs to be better visibility.

Planning Director Juliet Walker supported removing the one space. Eric Eby added that it was 50 feet because there was already a 30 foot no parking area there. This change would add 20 feet to it, which would be taking away one parking space.

Public Works Director Peter Rice moved to prohibit parking for a distance of 50 feet on west side of Middle Street beginning at the intersection with Aldrich Road, and running northerly, seconded by Harold Whitehouse. **Motion passed 8-0.**

Chairman Doug Roberts noted that people have passed along the same concerns about Cass Street and suggested that staff report back on that area.

H. Motorcycle parking in Market Square. Parking Director Ben Fletcher commented that there is motorcycle parking in front of 14 Market Square. The parking is suppose to be available at a reduced rate, but the rate was never established. Because the rate was never established, some motorcyclists do not feel obligated to pay full price, and ticketing them leads to appeals lost due to the lack of a designated reduced parking meter fee. He recommended establishing an hourly rate of \$1.50 when a patron uses the ParkMobile App. Residents that use the app can enjoy an additional \$.50/hour discount. Patrons that do not use the app must use the pay and display meter at the \$2.00/hour rate.

Harold Whitehouse wanted to ensure that this would not be a burden to motorcyclists because they are an important part of Market Square. Parking Director Ben Fletcher agreed.

Chairman Doug Roberts questioned how many motorcycle-specific spaces are at the location. Parking Director Ben Fletcher responded that it was one regular space divided into five motorcycle spaces. Chairman Doug Roberts commented that \$1.50 sounded a little high. Parking Director Ben Fletcher responded that it is a 25% reduction in cost for everyone, and 50% for residents. It is very fair. Steve Pesci agreed.

Public Works Director Peter Rice moved to establish a fee of \$1.50 per hour when using the ParkMobile App or \$2.00 per hour at the display meter, maximum three hours for the motorcycle-specific spaces in the designated motorcycle parking area, seconded by Harold Whitehouse. **Motion passed 8-0.**

## **VIII. OLD BUSINESS:**

A. Report back, proposed lane use changes at Congress Street and Fleet Street, and Pleasant Street at Market Square. Eric Eby noted that the last time this came to the Committee they asked that he look at the Pleasant Street and Market Square intersection at the same time. Eric Eby reviewed traffic volume data and queuing for the intersections with the existing conditions. It showed the average queue, 95<sup>th</sup> percentile queue, and the maximum queue lengths. This was compared to the proposed lane change queuing. The Congress Street and Fleet Street intersection would have one through lane, a right-turn-only lane and a left-turn-only lane on Congress Street. The maximum queue line went back further because there was only one through lane. The volumes were based on peak-hour and peak-month activity. The only thing missing was pedestrian activity. The maximum queues do not block any intersections. The lane changes would reduce confusion. This configuration will flow better with the other intersections and it would create a consistent one through lane. The lane lines and signage would need to be extended further back, so people would know which lane they needed to be in.

Steve Pesci commented that this model showed the intersections could handle the change and it would have a lot of benefits for pedestrian safety. The change only requires paint, so if it did not work it could easily be changed back. Steve Pesci questioned if the signal could be adjusted at Fleet Street to help reduce queuing.

Harold Whitehouse requested Interim Fire Chief Todd Germain comment on the safety of this change. Interim Fire Chief Todd Germain commented that the road would still be the same width because parking would not be reoriented. As long as there was room to get a fire truck or ambulance past parked vehicles, then it will work.

Chairman Doug Roberts clarified that the Fire Department would not be in favor of changing the parking to diagonal parking on Pleasant Street. Interim Fire Chief Todd Germain responded that was correct. It would pinch the intersection too much.

Mary Lou McElwain commented that this would be safer for the busses operating in the downtown as well. Mary Lou McElwain supported the change.

Chairman Doug Roberts requested that they use latex paint. Public Works Director Peter Rice confirmed that could be used.

Police Captain Mark Newport questioned when this would happen. Public Works Director Peter Rice responded that it would probably happen in September 2019. Eric Eby stated he would report back at the next meeting with a plan to clearly show the changes to the Committee.

Public Works Director Peter Rice moved to refer to staff to report back at the next meeting, seconded by Harold Whitehouse. **Motion passed 8-0.**

B. Middle School traffic pattern update. Eric Eby noted that everything has been going very well; there has been a big improvement. The recommendation is to leave this in place as it is because it is working so well.

**IX. INFORMATIONAL:**

A. High School traffic study update. No Committee discussion.

B. Parking and Traffic Safety Committee authority and jurisdiction, per City Ordinances. No Committee discussion.

C. PTS Open Action Items. No Committee discussion.

**X. MISCELLANEOUS:**

A. July Meeting. Chairman Doug Roberts stated there would be no meeting in July. The next meeting is August 1, 2019.

Ralph DiBernardo noted that the DPW sidewalk project on Spinney Road was great, but it was too bad it did not go all the way to Islington Street. Public Works Director Peter Rice responded that was the long-term plan, but they didn't have all the easements.

Steve Pesci noted that at the site visit they talked about the speed on State Street. This brought up the broader issue that there are some hot spots in town, and speeds should be reviewed. There could be an opportunity to conduct engineering studies and adjust some of the speed limits accordingly. He stated it could be an item on a future agenda.

Mary Lou McElwain requested an update on the High School traffic study. Eric Eby responded that the traffic study has been completed by the consultant. The High School is in the process of implementing some of the recommendations. Some of it is dependent on the School Department Budget.

Shari Donnermeyer arrived at 9:00 a.m. and did not vote on any agenda items. She was recognized and thanked for her service on the Committee. This was her last meeting.

**XI. ADJOURNMENT** – Shari Donnermeyer moved to adjourn the meeting at 9:07 a.m., seconded by Public Works Director Peter Rice. **Motion passed 8-0.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

**PARKING and TRAFFIC SAFETY COMMITTEE**

July 2019 meeting cancelled

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## **ACTIONS**

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – August 1, 2019  
City Hall – Council Chambers

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**PRESENT:** Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Harold Whitehouse  
Mary Lou McElwain  
Ralph DiBernardo  
Jonathan Sandberg

**ABSENT:** Public Works Director, Peter Rice  
Steve Pesci

**CITY STAFF PRESENT:** Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher

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#### **Action Items requiring an immediate ordinance during the next Council meeting:**

None

#### **Temporary Action Item requiring an ordinance during the annual omnibus:**

- Prohibit parking on both sides of the public portion of Hill Street, between Bridge Street and Autumn Street. (VII.A.)
- Change time limit from 15 minutes to 3 hours for parking space on Deer Street opposite High Street. (VII.D.)
- Approve loading zone on south side of Vaughan Street at the corner of Raynes Avenue, with hours of 6 AM to 9 AM. (VIII.A.)

1. Accepted and placed on file meeting minutes from June 6, 2019.
2. Accepted and placed on file financial reports dated May 31, 2019 and June 30, 2019.
3. Public Comment Session: two speakers: Marc Stettner (VII.E.) and Jason Combs (traffic on Middle Road).
4. Written Correspondences:  
Elizabeth Bratter (Hill Street Parking)  
Elizabeth Bratter (NPP)

5. Letter from Marc Stettner regarding dedicated motorcycle, moped and scooter parking – **Voted** to suspend the previous vote made on June 6, 2019 to establish a fee of \$1.50 per hour when using the ParkMobile App or \$2.00 per hour at the display meter, maximum three hours for the motorcycle-specific spaces in the designated motorcycle parking area and refer to the City's Legal Department and staff for a report back at a future meeting.
6. Hill Street parking – **Voted** to prohibit parking on both sides of the public portion of Hill Street, between Bridge Street and Autumn Street.
7. Request for parking restrictions at the end of Little Harbor Road, by residents of Little Harbor Road – **Voted** to refer to staff for observations and report back at the next meeting.
8. Concerns with speeding vehicles on Little Harbor Road, by Shel Krasker – **Voted** to refer to staff for observations and report back at the next meeting.
9. Change 15-minute space back to 3-hour space on Deer Street opposite High Street – **Voted** to change time limit from 15 minutes to 3 hours for parking space on Deer Street opposite High Street.
10. Request for loading zone on Vaughan Street for 111 Maplewood Avenue building, by the Kane Company – **Voted** to approve loading zone on south side of Vaughan Street at the corner of Raynes Avenue, with hours of 6 AM to 9 AM.
11. Report back, proposed lane use changes at Congress Street and Fleet Street, and Pleasant Street at Market Square – **Voted** to implement the lane use changes on Congress Street and Fleet Street, and Pleasant Street at Market Square in the fall of 2019 on a trial basis and report back.
12. Neighborhood Parking Program, referral from City Council – No action required by Committee.
13. Parking Principles Discussion – No action required by Committee.
14. Funding for pedestrian-activated Rectangular Rapid Flashing Beacon (RRFB) on Dutton Avenue near Memorial Bridge parking lot – No action required by Committee.
15. Quarterly Accident Report by Police Captain Mark Newport – No action required by Committee.
16. PTS Open Action Items – No action required by Committee.

Adjournment – At 9:05 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain

Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – August 1, 2019  
City Hall – Council Chambers

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#### **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  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
Member, Harold Whitehouse  
Alt. Member, Jonathan Sandberg

##### Absent:

Public Works Director, Peter Rice  
Member, Steve Pesci

##### Staff Advisors Present:

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

#### **III. ACCEPTANCE OF THE MINUTES:**

Mary Lou McElwain moved to accept the meeting minutes of the June 6, 2019 meeting, seconded by Harold Whitehouse. **Motion passed 7-0.**  
Police Captain Mark Newport was not present for vote.

#### **IV. FINANCIAL REPORT:**

Mary Lou McElwain requested a report on the Foundry Garage. Parking Director Ben Fletcher provided a graph showing transient revenues from November 2018 to July 2019 for Foundry Garage. He stated the numbers are trending up. It is still below budget, but has improved significantly over the summer.

Harold Whitehouse noted that City Council recommended a flat fee for downtown employees and questioned if it was under consideration. Parking Director Ben Fletcher responded that he agreed with Councilor Becksted's statements quoted in the paper. However, a rate of \$5 a day would be \$100 a month, which is the price of the monthly pass. Chairman Doug Roberts stated he would be preparing a proposal for discounted rates for downtown employees and residents if they parked on the top floors of the garage.

Ralph DiBernardo complimented Parking Director Ben Fletcher on the budgeting for the year. Ralph DiBernardo noted that they were managing parking with parking funds. Parking Director Ben Fletcher confirmed that was correct.

Jonathan Sandberg questioned if the Foundry Garage wasn't filling up because there was less demand for parking or because people were parking elsewhere. Parking Director Ben Fletcher responded that parking was a supply and demand model. Street parking is operating at 150%. Hanover Garage is in the 90% range. The price structure of all the parking may need to be adjusted to motivate people to park in the Foundry Garage. There will be more discussion on the issue.

Mary Lou McElwain asked if the free parking and shuttle at Connect Church was taking away from parking at Foundry Garage. She stated there should be more discussion about ancillary parking in Portsmouth and how it effects parking at the Foundry Garage. Parking Director Ben Fletcher responded that the Connect Church has plans to develop the lot. The City's lease agreement expires in February 2020, but the shuttle ends on Labor Day. Parking Director Ben Fletcher did not anticipate the shuttle would run again next year.

Harold Whitehouse questioned if there was anything in the contract that put a time limit on when the land around the Foundry Garage needed to be developed. Parking Director Ben Fletcher was not sure.

Deputy City Manager Nancy Colbert Puff moved to accept the financial reports dated May 31, 2019 and June 30, 2019, seconded by Ralph DiBernardo. **Motion passed 8-0.**

#### **V. PUBLIC COMMENT:**

Marc Stettner spoke to agenda item VII.E. He stated the intent of the motorcycle spots set up in downtown Portsmouth was to attract compact vehicles such as motorcycles. Mr. Stettner opposed the fee of \$2.00 an hour that was approved at the June PTS meeting. He stated the City's Fee Committee should be setting the fee rate. Mr. Stettner submitted a letter questioning if the PTS Committee had the legal authority to set fees. He requested the Committee move to suspend the fee approved in June until the legality questions are resolved by the City's Legal Department.

Jason Combs spoke to traffic volumes and speeding on Middle Road. He stated that because of bridge construction there is an increase in traffic and speeding on Middle Road. Cars are not stopping for pedestrians in the crosswalks. Police Captain Mark Newport confirmed that he would follow up on the police report mentioned by Mr. Combs. Eric Eby stated a traffic camera could be placed on Middle Road to monitor traffic. There is a speed display sign in front of the Chase Home and the crosswalk was recently repainted. Chairman Doug Roberts confirmed that staff would monitor and report back. Mary Lou McElwain supported Mr. Comb's concerns.

Marc Stettner spoke a second time. He suggested raising parking meter fees to direct cars into the lots and garages. He stated the fees needed to be reasonable.

#### **VI. PRESENTATION:**

No presentation.

## VII. NEW BUSINESS:

Deputy City Manager Nancy Colbert Puff moved to suspend the rules and address agenda item VII.E. next, seconded by Mary Lou McElwain. **Motion passed 8-0.**

E. Letter from Marc Stettner regarding dedicated motorcycle, moped and scooter parking. Chairman Doug Roberts noted that Mr. Stettner raised some good points and the Ordinance was a little unclear. It says that if one person on a motorcycle pays for a regular space and parks in it, then other motorcycles can park in the same space for free. Chairman Doug Roberts recommended suspending the current vote in place and consulting the City Attorney to clarify legal issues. In the interim, the Committee could make recommendations on discounted motorcycle parking to staff and suggest a revision to the Ordinance.

Ralph DiBernardo agreed with Mr. Stettner's concerns. Condensing five motorcycle spots into one regular spot is a good idea, however, there is not enough income to be made on these spots to tip the budget. Previously, if one motorcycle displayed a valid ticket for the space then it would cover all the spaces. Ralph DiBernardo supported maintaining that process. Harold Whitehouse agreed.

Chairman Doug Roberts agreed that they should maintain a discount for motorcycles, but how it is executed remains to be determined.

Ralph DiBernardo moved to suspend the previous vote made on June 6, 2019 to establish a fee of \$1.50 per hour when using the ParkMobile App or \$2.00 per hour at the display meter, maximum three hours for the motorcycle-specific spaces in the designated motorcycle parking area and refer to the City's Legal Department and staff for a report back at a future meeting, seconded by Mary Lou McElwain.

**Motion Passed 7-1.** Harold Whitehouse opposed.

A. Hill Street parking. Eric Eby stated that the Committee voted to prohibit parking on Hill Street last year. City Council removed the item from the Omnibus, which would allow parking on this street once finalized. The roadway is between 15-18 feet wide at the narrowest point. Traffic would be blocked if on street parking was allowed on both sides of the street. He stated the Committee can evaluate if parking should be allowed on some portions, or if it should be totally prohibited.

Ralph DiBernardo noted that this street would not have a sidewalk. If parking was allowed on both sides there would be nowhere for people to walk except for in the street. The Committee has a responsibility to maintain safe streets for cars and pedestrians.

Fire Chief Todd Germain supported the motion as written. If parking were allowed on the street, it would restrict access for fire safety equipment.

Jonathan Sandberg commented that he knows people living on Hill Street. Originally, they were upset to learn they would be losing on street parking, but they understand it is a safety issue.

Eric Eby stated a letter from Elizabeth Bratter dated July 31, 2019 was received and copies were provided to the Committee this morning. She suggested adding parking between Tanner Street and Autumn Street. There is room for two parking spaces, but it would only leave a 12-foot wide travel lane. Chairman Doug Roberts stated the area proposed was where the Fire Department had expressed concern about not having ample room for equipment and maneuvering.

Deputy City Manager Nancy Colbert Puff moved to prohibit parking on both sides of the public portion of Hill Street, between Bridge Street and Autumn Street, seconded by Mary Lou McElwain. **Motion passed 8-0.**

B. Request for parking restrictions at the end of Little Harbor Road, by residents of Little Harbor Road. Eric Eby stated that at the site visit on Wednesday the Committee members did not see any cars, but cars are often parked there on the weekends. When cars are parked too close to driveways, it is very difficult for residents to get out. This also creates an emergency vehicle access concern. Parking is currently allowed. The City can monitor and observe and report back on a recommendation.

Harold Whitehouse asked when staff would report back. Eric Eby responded that he anticipated it would be at the next meeting.

Mary Lou McElwain moved to refer to staff for observations and report back at the next meeting, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 8-0.**

C. Concerns with speeding vehicles on Little Harbor Road, by Shel Krasker. Eric Eby stated staff had started data collection on Little Harbor Road. If given more time, staff would continue data collection and report back at the next meeting.

Mary Lou McElwain moved to refer to staff for observations and report back at the next meeting, seconded by Police Captain Mark Newport. **Motion passed 8-0.**

D. Change 15-minute space back to 3-hour space on Deer Street opposite High Street. Eric Eby stated the space was voted on last year to create a 15-minute space in front of a retail business. That business has since closed. There is no longer a need for that 15-minute space. It is currently getting very little use, and would provide more revenue as a 3-hour parking spot.

Ralph DiBernardo moved to change time limit from 15 minutes to 3 hours for parking space on Deer Street opposite High Street, seconded by Mary Lou McElwain. **Motion passed 8-0.**

## VIII. OLD BUSINESS:

A. Request for loading zone on Vaughan Street for 111 Maplewood Avenue building, by the Kane Company. Chairman Doug Roberts noted that in previous discussions the Fire Department expressed concern about a fire hydrant at the location. Eric Eby stated the fire hydrant was moved as part of the construction on Vaughan Street. There is now plenty of room for a loading zone, and the hydrant would not be blocked.

Mary Lou McElwain clarified that it was an open loading zone, and not specifically reserved for Kane Company. Eric Eby responded that was correct. It is time restricted to 6 AM to 9 AM. Ralph DiBernardo asked if it would revert to a regular metered space after the time restriction and Eric Eby confirmed that was correct.

Ralph DiBernardo moved to approve loading zone on south side of Vaughan Street at the corner of Raynes Avenue, with hours of 6 AM to 9 AM, seconded by Mary Lou McElwain. **Motion passed 8-0.**

B. Report back, proposed lane use changes at Congress Street and Fleet Street, and Pleasant Street at Market Square. Eric Eby presented an aerial photo showing the layout of the proposed lane changes. The new roadway markings will help drivers know which lane they need to be in to make right hand and left hand turns. The diagram also shows removing one of the left hand turn lanes on Pleasant Street. This will make the area less confusing. This change could be done with painting. These changes would make the traffic flow through the area less confusing. There is a loading zone on Congress Street between Fleet Street and the Vaughan Mall. It creates one through lane in that section of roadway.

Ralph DiBernardo asked that the changes be monitored to ensure they did not create unwanted congestion. Eric Eby confirmed that would be done.

Chairman Doug Roberts stated he supported the changes on Congress Street, but was not sure if he supported the changes on Pleasant Street. The City is looking at capital improvements to Market Square within the next couple of years. He expressed concern about too many changes in a short period.

Mary Lou McElwain commented that pedestrian traffic was already very heavy. If there were ways to make it safer for pedestrians, she would support it. She also supports installing an audio crosswalk at Fleet Street.

Ralph DiBernardo commented that one of the problems with the Pleasant Street crosswalk is the tip down in front of the North Church. People tend to cross at the tip down instead of using the crosswalk.

Harold Whitehouse commented that once pedestrians were in the crosswalk they have the right-of-way, however, they do not seem to abide by the rules.

Chairman Doug Roberts questioned if it made sense to shorten the crosswalk on Pleasant Street with bollards to prevent people from going outside the crosswalk. Eric Eby responded that something like that could be done, but they would have to be careful not to block the on-street parking.

Eric Eby noted that these measures could be taken separately or together depending on what makes sense. Jonathan Sandberg supported the changes and thought they would make the area less confusing.

Chairman Doug Roberts commented that the only way to know if the plan will work is to implement it. Eric Eby stated the plan could be implemented on a trial basis, and staff will evaluate and report back. This plan could help inform future decisions.

Harold Whitehouse questioned if the loading zone in front of Popovers would remain the same. Eric Eby responded that the loading zones would remain as they are.

Fire Chief Todd Germain moved to implement the lane use changes on Congress Street and Fleet Street, and Pleasant Street at Market Square in the fall of 2019 on a trial basis and report back, seconded by Police Captain Mark Newport. **Motion passed 8-0.**

**IX. INFORMATIONAL:**

A. Neighborhood Parking Program, referral from City Council. Chairman Doug Roberts noted that the City Council decided not to enact the Neighborhood Parking Program. He volunteered to propose an alternative plan. The proposal will come back to the Committee for discussion in the future. Elizabeth Bratter's letter dated July 31, 2019 regarding the NPP was provided to the Committee.

B. Parking Principles Discussion. Chairman Doug Roberts proposed discussing this at the next meeting to allow the Committee more time to review.

C. Funding for pedestrian-activated Rectangular Rapid Flashing Beacon (RRFB) on Dutton Avenue near Memorial Bridge parking lot. Eric Eby commented that they have found funding for the Rectangular Rapid Flashing Beacon. They are in the process of getting quotes for the purchase and installation.

D. Quarterly Accident Report by Police Captain Mark Newport. Police Captain Mark Newport provided an overview of the quarterly accident report. Chairman Doug Roberts noted that accidents were down compared to the past two years. Police Captain Mark Newport commented that there is a lot of construction activity so people could be driving slower. The majority of accidents happen on Lafayette Road and Woodbury Avenue. The Police Department has stepped up enforcement, which has probably contributed to the decline in accidents. Chairman Doug Roberts questioned if they were targeting Lafayette Road specifically. Police Captain Mark Newport responded that most of the accidents on Lafayette were low speed accidents because traffic is bumper to bumper.

Ralph DiBernardo questioned if it was legal to radar for speeds at the Islington Street overpass and have a cruiser further down to pull people over. Police Captain Mark Newport responded that it was legal.

Mary Lou McElwain commented on the tractor-trailer bike accident. There is more tractor-trailer traffic in the City and there should be more awareness. Deputy City Manager Nancy Colbert Puff agreed and commented that mirrors can stick out from vehicles as well.

E. PTS Open Action Items. No Committee discussion.

**X. MISCELLANEOUS:**

Mary Lou McElwain requested the Committee discuss moped parking in the downtown and the City's policy at a future meeting. There have been mopeds parked on public sidewalks. Chairman Doug Roberts confirmed it would be added to a future agenda.

**XI. ADJOURNMENT** – Harold Whitehouse moved to adjourn the meeting at 9:05 a.m., seconded by Mary Lou McElwain. **Motion passed 8-0.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – September 5, 2019  
City Hall – Council Chambers

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PRESENT: Chairman, Doug Roberts  
Public Works Director, Peter Rice  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Harold Whitehouse  
Mary Lou McElwain  
Ralph DiBernardo  
Steve Pesci (via conference call)  
Jonathan Sandberg

ABSENT: Deputy City Manager, Nancy Colbert Puff

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**

- Prohibit parking along both sides of Little Harbor Road east of Wentworth Coolidge Mansion driveway. (VIII.A.)

1. Accepted and placed on file meeting minutes from August 1, 2019.
2. Accepted and placed on file financial report dated July 31, 2019.
3. Public Comment Session: one speaker: Molly Wilson (VIII.D.)
4. Request to renew valet parking license for the Marriott Residence Inn, by Jackie Huber – **Voted** to renew the valet parking license for Marriott Residence Inn.
5. Request to renew valet parking license for the Hampton Inn, by Jackie Huber – **Voted** to renew the valet parking license for the Hampton Inn.
6. Request to amend valet parking license for The 100 Club, by Dana Wergen – **Voted** to amend terms of the valet parking license by amending hours to Monday through Sunday from 5:00 PM to 12:00 AM.
7. Request for valet parking spaces on Porter Street for 15 Middle Street, by Alex Ross – **Voted** to refer to staff for report back.

8. Request for parking changes and loading zone at 3 Pleasant Street, by John Chagnon – **Voted** to allow City staff to work with the property owner to create a loading zone and report back for consideration at the next meeting.
9. Report back, request for parking restrictions at the end of Little Harbor Road – **Voted** to prohibit parking along both sides of Little Harbor Road east of Wentworth Coolidge Mansion driveway.
10. Report back, concerns with speeding vehicles on Little Harbor Road – **Voted** to post awareness signage (i.e. Share The Road) on Little Harbor Road.
11. Report back, concerns for pedestrian safety on Middle Road at Essex Avenue crosswalk – **Voted** to direct City staff to investigate interim solutions to address vehicle speeds and pedestrian safety on Middle Road and in the general area.
12. Report back, request for traffic calming measures on South Street between Middle Road and Lafayette Road – **Voted** to direct City staff to work with the neighborhood and develop interim measures for traffic calming.
13. Legal opinion on PTS authority to set parking rates – **Voted** to refer proposed amendment to the Designated Motorcycle Parking Area ordinance to the Legal Department to amend pursuant to the issues raised in this memorandum for referral back to PTS. PTS will then review and approve a draft of the proposed amendment to submit to the City Council for first reading.
14. Parking Principles Discussion – Committee will provide recommended changes to Chairman Doug Roberts and PTS Secretary by September 19, 2019.
15. “Why Speed Kills Cities.” Article by Andrew Small, CityLab – No action required by the Committee.
16. PTS Open Action Items – No action required by the Committee.
17. Meeting minutes approval process – **Voted** to approve process in which the Committee minutes will be forwarded to Committee members electronically or delivered by staff as soon as prepared. Unless a Committee member objects to those minutes within 72 hours of the time when the minutes have been forwarded to that member, the minutes will be deemed to have been approved by that member. If any member objects to any set of proposed minutes, that set of minutes shall be placed on the next available Committee agenda for approval by the full Committee.

Adjournment – At 9:20 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

# AMENDED MEETING MINUTES

## **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – September 5, 2019  
City Hall – Conference Room A

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### **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  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
Member, Steve Pesci (via conference call)  
Member, Harold Whitehouse  
Alt. Member, Jonathan Sandberg

#### Absent:

Deputy City Manager, Nancy Colbert Puff

#### Staff Advisors Present:

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

### **III. ACCEPTANCE OF THE MINUTES:**

Mary Lou McElwain moved to accept the meeting minutes of the August 1, 2019 meeting, seconded by Harold Whitehouse. **Motion passed 8-0.**

Steve Pesci abstained from the vote because he was not present at the August meeting.

### **IV. FINANCIAL REPORT:**

Ralph DiBernardo moved to accept the financial report dated July 31, 2019, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

### **V. PUBLIC COMMENT:**

Molly Wilson completed an application for traffic calming measures and submitted it last summer. Ms. Wilson was concerned about speeding and requested that the speed limit be lowered to 20 mph to match the rest of South Street. Ms. Wilson also requested more signage and visibility to help get kids to the bus stop safely.

### **VI. PRESENTATION:**

No presentation.

**VII. NEW BUSINESS:**

A. Request to renew valet parking license for the Marriott Residence Inn, by Jackie Huber. Mary Lou McElwain questioned if this renewal was different from the previous agreement. Eric Eby responded that it was not. Mary Lou McElwain questioned where the valet cars went to park, and if it was at the Foundry Garage. Public Works Director Peter Rice responded that there are no agreements with either garage for valet parking. Police Captain Mark Newport added that they have their own private lots.

Public Works Director Peter Rice moved to allow public comment, seconded by Mary Lou McElwain. **Motion passed 9-0.**

Peter Weeks commented that they have their own parking garage at Portwalk.

Public Works Director Peter Rice moved to approve renewal of the valet parking license for Marriott Residence Inn, seconded by Ralph DiBernardo. **Motion passed 9-0.**

B. Request to renew valet parking license for the Hampton Inn, by Jackie Huber. Ralph DiBernardo moved to approve renewal of valet parking license for the Hampton Inn, seconded by Mary Lou McElwain. **Motion passed 9-0.**

C. Request to amend valet parking license for The 100 Club, by Dana Wergen. Eric Eby stated they currently have valet parking in a loading zone on Hanover Street from 6:00 PM to 12:00 AM Monday through Saturday. This request is to extend it to begin at 5:00 PM and add Sundays.

Chairman Doug Roberts clarified that the loading zone was not a shared parking area. Eric Eby stated parking is allowed outside the loading zone and valet parking hours.

Public Works Director Peter Rice moved to amend terms of the valet parking license by amending hours to Monday through Sunday from 5:00 PM to 12:00 AM, seconded by Mary Lou McElwain. **Motion passed 9-0.**

D. Request for valet parking spaces on Porter Street for 15 Middle Street, by Alex Ross. Chairman Doug Roberts commented that this was the former Salvation Army building that is now being converted to an inn. The Committee did a site visit. Chairman Doug Roberts was specifically concerned about cars turning left off of Middle Street onto Porter Street.

Steve Pesci was concerned that if the inn had a courtesy vehicle occupying one of the two requested spaces, then it would leave just one space for valet drop off.

Mary Lou McElwain commented that they needed to consider the school buses that go to the Music Hall and the impact that would have on parking.

Harold Whitehouse questioned if there was a stop sign at Porter Street and Chestnut Street. Eric Eby confirmed there was.

Ralph DiBernardo was concerned that people would back out of the parking spaces instead of driving down the alley. Ralph DiBernardo shared Mary Lou McElwain's concerns about the school buses.

Jonathan Sandberg commented that he understood these cars went to Foundry Place Garage. Public Works Director Peter Rice responded that it is current policy not to have valet parking in the city-owned parking garages.

Chairman Doug Roberts commented that the valet spot was very close to the sidewalk and the building.

Steve Pesci commented that he was concerned about maintaining the pedestrian corridor and ADA accessibility.

Ralph DiBernardo moved to refer to staff for report back, seconded by Harold Whitehouse. **Motion passed 9-0.**

Steve Pesci questioned who set the fee and if it had been adjusted recently. Chairman Doug Roberts responded that fees are set by the Fee Committee, and it has been adjusted recently. Steve Pesci commented that the cost seemed relatively low.

E. Request for parking changes and loading zone at 3 Pleasant Street, by John Chagnon. Harold Whitehouse moved to table request for removal of parking spaces until the Market Square Renovation Plan is completed and to table request for a loading zone until the Planning Board process is completed, seconded by Jonathan Sandberg.

Public Works Director Peter Rice commented that the property owner has requested a short-term adjustment to allow for a temporary loading zone with no loss of parking. Public Works Director Peter Rice recommended that they discuss the proposal with the property owner and allow the loading zone for the interim. Many businesses use the alleyway for a loading zone now, but it will no longer be available in the future. If the loading zone is time specific, there can be two (2) parking spaces available during the day.

Harold Whitehouse and Jonathan Sandberg withdrew the original motion.

Public Works Director Peter Rice moved to allow City staff to work with the property owner to create a loading zone and report back for consideration at the next meeting, seconded by Harold Whitehouse.

Ralph DiBernardo clarified that the loading zone would not be used for construction. Public Works Director Peter Rice responded that the developer had a laydown area in the back for construction equipment and other supplies.

Harold Whitehouse questioned closing down the alleyways from an emergency access perspective. Chairman Doug Roberts responded that it has been discussed at the Historic District Committee. The alleyways would be converted to pedestrian ways and there would be fire access.

Mary Lou McElwain questioned the status of changing the turning lanes in front of Tuscan Market and if that would be impacted by the loading zone. Eric Eby responded that it would not because it doesn't extend that far back.

**Motion passed 9-0.**

**VIII. OLD BUSINESS:**

A. Report back, request for parking restrictions at the end of Little Harbor Road.

Mary Lou McElwain moved to prohibit parking along both sides of Little Harbor Road east of Wentworth Coolidge Mansion driveway, seconded by Harold Whitehouse.

Eric Eby commented that when cars are parked on that end of the road it makes it very narrow and hard to get out of the driveways. The parked cars impact sightlines and turning movements. Vehicles can still park further back and people can walk down.

Mary Lou McElwain questioned if this was a permanent change or if it would be on a trial basis. Eric Eby responded that any decision this Committee makes is on a trial basis for up to one-year until it becomes permanent by the City Council through the adoption of the Omnibus.

Jonathan Sandberg questioned if there should be a sign to allow people to unload kayaks then go park somewhere else. Eric Eby responded that people probably already do that and suggested posting NO PARKING signs for now.

**Motion passed 9-0.**

B. Report back, concerns with speeding vehicles on Little Harbor Road.

Eric Eby commented that staff took vehicle volume and speed counts on Little Harbor Road. The average speed is 19 mph, with an 85<sup>th</sup> percentile speed of 24 mph. The legal speed limit is 30 mph. If they posted a speed limit it would be 30 mph. The recommendation is to not post the speed limit because it may encourage people to drive faster.

Public Works Director Peter Rice questioned if there were any pedestrian crossing signs on the road. Eric Eby responded there are currently no signs. Public Works Director Peter Rice recommended adding Share The Road awareness signage.

Public Works Director Peter Rice moved to post awareness signage (i.e. Share The Road) on Little Harbor Road, seconded by Ralph DiBernardo. **Motion passed 9-0.**

C. Report back, concerns for pedestrian safety on Middle Road at Essex Avenue crosswalk.

Eric Eby stated traffic cameras and speed recorders were posted. There were not a lot of pedestrians. He stated there were never more than 9 pedestrians per hour crossing at the location. Generally, crosswalks are installed when there are 20 or more pedestrians an hour. Studies have shown that if drivers are not used to seeing pedestrians in a crosswalk that they are less likely to yield at the crosswalk. There are adequate number of gaps in the traffic stream to allow pedestrians to cross safely.

There are warning signs posted and the width of the crosswalk has been increased. However, drivers not yielding is typical for a low usage crosswalk.

Chairman Doug Roberts questioned if it was possible to narrow the roadway width at the crosswalk. Eric Eby responded that it was only 28 feet wide currently. Chairman Doug Roberts questioned if pedestrian flashers would help. Eric Eby responded that flashers would not be recommended because it is a low usage crosswalk. The flashers are expensive and cost approximately \$15,000.

Mary Lou McElwain commented that she thought this area was dangerous. She stated there aren't a lot of people crossing at the crosswalk because it does not feel safe. If efforts were made to make it safer, then more people would use the crosswalk. Mary Lou McElwain suggested adding a sign in the middle of the crosswalk, or adding a police patrol at peak hours. Police Captain Mark Newport commented that they were in the area pretty regularly.

Chairman Doug Roberts suggested adding signage to warn people about the transition to a lower speed as drivers enter the City. He stated it could help slow down traffic.

Jonathan Sandberg commented that he was surprised by the data staff collected because he has often seen cars going above the speed limit. Eric Eby responded that the average was 32 mph. Mary Lou McElwain agreed with Jonathan Sandberg, and commented that it's a busy area that needs to be safer.

Public Works Director Peter Rice stated it is a major corridor and there are many trucks coming into the City from that direction. Crosswalks and speed signs won't change that because people are very comfortable navigating that area at higher speeds because it's a larger road. The City is considering installing a bike path. They should add this item to the Capital Improvement Plan (CIP) for a more comprehensive review.

Chairman Doug Roberts noted that it would be good to do something in the interim while they wait for the CIP. He stated a temporary measure would allow the City to test out a solution. It may make sense to start lowering the speed limit at the bridge.

Ralph DiBernardo commented that they should be looking at the whole corridor from Peverly Hill Road to City Hall when considering a long-term change.

Steve Pesci noted that there were several corridors like this one in the City. Portsmouth should develop standard signage to inform people that they were entering a downtown neighborhood and speed limits are lowering. He stated the Committee should review all speed limits in Portsmouth in the future.

Police Captain Mark Newport added that there was a crosswalk near the NH Park and Ride lot on Route 33 that many people don't see. He stated it should be considered as well.

Mary Lou McElwain was concerned about changing 20 mph areas to 25 mph because it may increase speeding. Mary Lou McElwain questioned why they had 20 mph if it was not enforceable. Chairman Doug Roberts responded that it was historical.

Public Works Director Peter Rice moved to direct City staff to investigate interim solutions to address vehicle speeds and pedestrian safety on Middle Road and in the general area, seconded by Ralph DiBernardo. **Motion passed 9-0.**

D. Report back, request for traffic calming measures on South Street between Middle Road and Lafayette Road. Public Works Director Peter Rice commented that this item was similar in nature to the previous agenda item. Part of the traffic calming application is to have the residents propose solutions and show public support for them.

Chairman Doug Roberts commented that adding a crosswalk in that area would not slow down traffic. It would give pedestrians a false sense of security that they could safely cross. Narrowing the road with bollards or adding police patrol would be better options.

Mary Lou McElwain suggested that the residents in this neighborhood work with Eric Eby and Public Works Director Peter Rice on a solution. Public Works Director Peter Rice responded that they work with residents all the time, and have been talking with this group. He stated staff have suggested having people parking on the street to visually reduce the width of the road. Staff have been working collaboratively with the residents and will continue to do so.

Jonathan Sandberg suggested removing the yellow striping as they did on Aldrich Road. Public Works Director Peter Rice agreed it could be considered.

Public Works Director Peter Rice moved to direct City staff to work with the neighborhood and develop interim measures for traffic calming, seconded by Mary Lou McElwain. **Motion passed 9-0.**

## **IX. INFORMATIONAL:**

A. Legal opinion on PTS authority to set parking rates.

Public Works Director Peter Rice moved to refer proposed amendment to the Designated Motorcycle Parking Area ordinance to the Legal Department to amend pursuant to the issues raised in this memorandum for referral back to PTS. PTS will then review and approve a draft of the proposed amendment to submit to the City Council for first reading, seconded by Ralph DiBernardo. **Motion passed 9-0.**

B. Parking Principles Discussion.

Planning Director Juliet Walker commented that there was a work session this past March to discuss the Parking Principles. It lays out the guiding principles for parking policies. At the workshop there were some staff recommended changes that were discussed. The Council requested that these changes come to each Committee that has a role in parking policies and report back if there were any additional changes. The changes should be discussed by the Committee and a consensus must be made on all changes before it is brought back to City Council. City Council will see a consolidated list of recommended changes from all of the Boards and Committees.

The Committee discussed some of the principles outlined in the revised draft. Planning Director Juliet Walker recommended the Committee consolidate their suggested

changes into one version. This is the process used by the other Boards. Chairman Doug Roberts agreed.

Chairman Doug Roberts noted that 85% of Seacoast motorists ride by themselves. A goal of the parking principles should be to reduce single occupancy vehicle trips. There should be an environmental component added to the overall principles.

Steve Pesci supported Chairman Doug Robert's suggestion. The City should support parking, but parking should not be the primary role of the City.

Jonathan Sandberg commented that it should be the commercial developer's responsibility to provide parking if they want it. Steve Pesci disagreed and stated the working groups made a big change already from making it the City's responsibility to a shared responsibility.

Steve Pesci noted that there was a lot of consensus on most of the discussions during the work session. Everyone agreed on managing pricing. Portsmouth should look at dynamic pricing. There should be references to shared vehicles and micro mobility should be added. There is one point in the draft that says parking should be revenue neutral. The revenue of parking should contribute to funding of a balance of the overall transportation system. He stated it is a good draft.

Ralph DiBernardo clarified that part of the revenue from parking went into the general fund, which helped to reduce taxes. Chairman Doug Roberts confirmed that was correct. Ralph DiBernardo questioned if anything in the principles would change that. Public Works Director Peter Rice responded that would not change. Chairman Doug Roberts commented that administratively the money could be clearly spent on things related to transportation. Excess money can be put into the general fund.

The Committee agreed to forward their changes and suggestions to Chairman Doug Roberts and the PTS Secretary by September 19, 2019. The Committee will review the suggested changes and revisions at the next meeting.

C. "Why Speed Kills Cities." Article by Andrew Small, CityLab.

Chairman Doug Roberts noted that this article had a number of interesting points, and it could be helpful to PTS.

D. PTS Open Action Items.

No Committee discussion.

**X. MISCELLANEOUS:**

A. Meeting minutes approval process.

Chairman Doug Roberts commented that there are sometimes delays in approving minutes from the previous meeting. This proposal is to change the way the minutes are approved. They would be sent out electronically. If there were no objections to the minutes, then they would be approved. If there were objections then it would be discussed at the next PTS meeting.

Public Works Director Peter Rice moved that the Committee minutes will be forwarded to Committee members electronically or delivered by staff as soon as prepared. Unless a Committee member objects to those minutes within 72 hours of the time when the minutes have been forwarded to that member, the minutes will be deemed to have been approved by that member. If any member objects to any set of proposed minutes, that set of minutes shall be placed on the next available Committee agenda for approval by the full Committee, seconded by Mary Lou McElwain. **Motion passed 8-0.**

Steve Pesci abstained from the vote because there was not enough discussion around the new process, and he felt that 72 hours may be too short of a timeframe.

Mary Lou McElwain requested that the Committee discuss speeding at the next meeting. Chairman Doug Roberts agreed.

**XI. ADJOURNMENT:**

Harold Whitehouse moved to adjourn the meeting at 9:20 a.m., seconded by Jonathan Sandberg. **Motion passed 9-0.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – October 3, 2019  
City Hall – Conference Room A

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PRESENT: Chairman, Doug Roberts  
Deputy City Manager, Nancy Colbert Puff  
Public Works Director, Peter Rice  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Ralph DiBernardo  
Mary Lou McElwain  
Steve Pesci  
Harold Whitehouse  
Jonathan Sandberg

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**

- Hanover Street, change two 15-minute spaces in front of former Bubby's Deli back to 3 hours. (VII.A.)
  - Daniel Street, change four 15-minute spaces in front of Old City Hall back to 3 hours, on interim basis. (VII.B.)
  - Daniel Street, change four 15-minute spaces in front of former Provident Bank back to 3 hours. (VII.C.)
  - Loading zone approved in front of 3 Pleasant Street, as shown on Offsite Improvement Plan C6 prepared by Ambit Engineering, revised 9/20/19. (VIII.B.)
  - Parker Street, change one-way section between Tanner Court and Hanover Street to two-way traffic. (VII.D.)
1. Accepted and placed on file amended meeting minutes from September 5, 2019.
  2. Accepted and placed on file financial report dated August 31, 2019.
  3. Public Comment Session: one speaker: Barbara Zulkiewicz (traffic and pedestrians in downtown)
  4. Hanover Street, change two 15-minute spaces in front of former Bubby's Deli back to 3 hours. – **Voted** to change the time limit on the first two spaces on the northerly side of Hanover Street east of Bridge Street, to 3 hours.

5. Daniel Street, change four 15-minute spaces in front of Old City Hall back to 3 hours, on interim basis. – **Voted** to change the time limit on the first four spaces on the northerly side of Daniel Street west of Chapel Street, to 3 hours, on an interim basis.
6. Daniel Street, change four 15-minute spaces in front of former Provident Bank back to 3 hours. – **Voted** to change the time limit on the first four spaces on the southerly side of Daniel Street east of Market Square, to 3 hours.
7. Parker Street, change one-way section between Tanner Court and Hanover Street to two-way traffic. – **Voted** to change the traffic flow on Parker Street, between Tanner Court and Hanover Street, to two-way traffic.
8. Rogers Street corner radius at intersection with Parrott Avenue. – **Voted** to refer to staff for report back at a future meeting on modifying radius to improve safety.
9. Report back, valet parking request for 15 Middle Street.  
**Voted** to approve postponement requested by applicant.
10. Report back, proposed loading zone for 3 Pleasant Street. – **Voted** to approve the request for a loading zone in front of 3 Pleasant Street, as shown on Offsite Improvement Plan C6 prepared by Ambit Engineering, revised 9/20/19 and refer to staff for report back on loading zone hours.
11. Update on traffic calming discussion with residents of South Street.  
No action required by the Committee.
12. Joint EDC/PTS meeting on Microtransit, November 8th.  
No action required by the Committee.
13. PTS Open Action Items.  
No action required by the Committee.
14. Parking Principles, PTS Committee Member comments. Planning Director Juliet Walker will share with the City Council the suggestions and comments provided by PTS Committee members.
15. Discussion of speed limits, legal requirements and reducing speeds on City gateway roads. Staff will report back at a later date on speed limits and speed segments on City gateway roads.

Adjournment – At 8:57 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – October 3, 2019  
City Hall – Conference Room A

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#### **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  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Member, Ralph DiBernardo  
Member, Mary Lou McElwain  
Member, Steve Pesci  
Member, Harold Whitehouse  
Alt. Member, Jonathan Sandberg

##### City Staff Present:

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

#### **III. ACCEPTANCE OF THE MINUTES:**

Eric Eby corrected a comment he made at the last meeting about the valet parking in a loading zone for The 100 Club. He stated parking is allowed outside the loading zone and valet parking hours.

Harold Whitehouse moved to accept the meeting minutes of the September 5, 2019 meeting as amended, seconded by Mary Lou McElwain. **Motion passed 9-0.**

#### **IV. FINANCIAL REPORT:**

Ralph DiBernardo moved to accept the financial report dated August 31, 2019, seconded by Harold Whitehouse. **Motion passed 9-0.**

#### **V. PUBLIC COMMENT:**

Barbara Zulkiewicz, resident, raised concerns about traffic in downtown Portsmouth. It is not safe for pedestrians. State Street and Middle Street are problematic and crosswalks without lights are not as safe.

Chairman Doug Roberts noted that this comes up periodically. Some crosswalks have been updated with flashers, but generally it is an enforcement issue. Police Captain Mark Newport commented that the Police Department have not received more complaints from the downtown area than the rest of the City. Officers are trying to be

more visible around the crosswalks, but there are a lot of them in the City. Ralph DiBernardo added that when the police are present in the downtown they do a good job with the enforcement. Chairman Doug Roberts stated Barbara Zulkiewicz's concern would be noted and the Committee would think of alternate solutions.

**VI. PRESENTATION:**

No presentation.

**VII. NEW BUSINESS:**

**A. Hanover Street, change two 15-minute spaces in front of former Bubby's Deli back to 3 hours.** Ralph DiBernardo clarified that these were all locations that no longer required 15-minute spaces by businesses. Eric Eby confirmed that was correct.

Harold Whitehouse questioned where this request came from. Eric Eby responded that the request came from City Staff.

Steve Pesci moved to change the time limit on the first two spaces on the northerly side of Hanover Street east of Bridge Street, to 3 hours, seconded by Ralph DiBernardo.

**Motion passed 9-0.**

**B. Daniel Street, change four 15-minute spaces in front of Old City Hall back to 3 hours, on interim basis.** Chairman Doug Roberts commented that this was because the Post Office was no longer at that location so the 15-minute spaces were not needed.

Jonathan Sandberg questioned if there were other businesses in the area that would benefit from those spaces. Eric Eby responded that there would still be three 15-minute spaces on Daniel Street. Public Works Director Peter Rice added that these spaces are under-utilized today, and there is a need for more parking in the downtown.

Steve Pesci noted that he supported the motion, but it may be helpful to consider putting in some 1-hour spaces in the downtown. Eric Eby responded that patrons only have to pay for the time they want. The limit is 3 hours.

Ralph DiBernardo moved to change the time limit on the first four spaces on the northerly side of Daniel Street west of Chapel Street, to 3 hours, on an interim basis, seconded by Steve Pesci. **Motion passed 9-0.**

**C. Daniel Street, change four 15-minute spaces in front of former Provident Bank back to 3 hours.** Mary Lou McElwain questioned if the businesses in the area were aware of these changes. Those spaces provide quick access to businesses like coffee shops. Eric Eby responded that they have monitored the spaces and they were all less than 50% used throughout the day. There will still be three 15-minute spaces in the area.

Steve Pesci commented that it was good to provide access to businesses, but the access should not be drive-through style in downtown Portsmouth. The choice between 15-minute or 3-hour parking is too extreme. There should be something in between. It may change the dynamic of use.

Public Works Director Peter Rice moved to change the time limit on the first four spaces on the southerly side of Daniel Street east of Market Square, to 3 hours, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 9-0.**

**D. Parker Street, change one-way section between Tanner Court and Hanover Street to two-way traffic.** Chairman Doug Roberts commented that they did a site visit and this one-way section was less than 50 yards. It is now wider and it would be easier for people if it were all a two-way road.

Public Works Director Peter Rice moved to change the traffic flow on Parker Street, between Tanner Court and Hanover Street, to two-way traffic seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 9-0.**

**E. Rogers Street corner radius at intersection with Parrott Avenue.** Eric Eby commented that they did a site visit. There is a large sweeping radius from Parrot Avenue going right onto Rogers Street. That lends itself to high speeds and creates a long crosswalk. The thought is to tighten the radius so that the crosswalk would be shorter and speeds would be reduced. There is a driveway in the middle of the intersection that will need to be considered, and those landowners have been notified. They should be able to try something temporarily to see how it works.

Deputy City Manager Nancy Colbert Puff moved to refer to staff for report back on modifying radius to improve safety, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

## **VIII. OLD BUSINESS:**

**A. Report back, valet parking request for 15 Middle Street.**

Deputy City Manager Nancy Colbert Puff moved to approve postponement requested by the applicant, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

**B. Report back, proposed loading zone for 3 Pleasant Street.**

Eric Eby showed a diagram of the existing conditions with two alleyways and two curb cuts. The proposal is to close the alleyways on each side of the building. The closures would provide for additional curb space along Pleasant Street. The parking spaces would be shifted down to create a 45-foot loading zone. Outside of the loading zone hours it could be used as regular parking.

Mary Lou McElwain questioned what the hours would be for the loading zone. Eric Eby responded that typically the hours are 6 a.m. to 7 p.m. Mary Lou McElwain commented that it seemed like a big window of time for the loading zone. Chairman Doug Roberts commented that they could evaluate the hours and see what was really needed. They could get a report back from staff.

Ralph DiBernardo noted that the plan showed tables and umbrellas in the alleyways and that may prevent access to utilities. Planning Director Juliet Walker responded the Planning Board approved that plan. That items in that space are all removable.

Public Works Director Peter Rice moved to approve the request for a loading zone in front of 3 Pleasant Street, as shown on Offsite Improvement Plan C6 prepared by Ambit

Engineering, revised 9/20/19 and refer to staff for report back on loading zone hours, seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 9-0.**

**IX. INFORMATIONAL:**

**A. Update on traffic calming discussion with residents of South Street.**

Eric Eby commented that the next step was to coordinate with the neighborhood to find a time to meet. Public Works Director Peter Rice added that this was consistent with what they have done with other neighborhood traffic calming efforts. Bartlett Street went through multiple iterations before bollards were installed.

Harold Whitehouse complimented the Police Department for their enforcement on South Street.

**B. Joint EDC/PTS meeting on Microtransit, November 8<sup>th</sup>.**

Planning Director Juliet Walker commented that the Committee was invited to attend the Economic Development Commission/Parking and Traffic Safety Committee joint meeting on Microtransit on November 8, 2019 at 8 a.m. in Conference Room A.

**C. PTS Open Action Items. No Committee discussion.**

**X. MISCELLANEOUS:**

**A. Parking Principles, PTS Committee Member comments.**

Planning Director Juliet Walker commented that she consolidated and added the comments and edits from the Committee to review. If there is a general consensus with the comments and edits presented by the members, then the document will be presented to City Council.

The Committee agreed with the comments and edits. Planning Director Juliet Walker will share with the City Council the suggestions and comments provided by PTS Committee members.

**B. Discussion of speed limits, legal requirements and reducing speeds on City gateway roads.** Eric Eby commented that the State sets the speed limit at 30 mph. It can be reduced to 25 mph if there is an engineering study performed. There is no provision in the law about going below 25 mph. There should be a reason to have the speed limit reduced.

Chairman Doug Roberts commented that it might be hard to reduce the speed limit if people generally drive at 30 mph or faster. Eric Eby responded that people tend to drive at the speed they are comfortable with on the road. Studies show that the number on the sign has little affect.

Ralph DiBernardo commented that he opposed 20 mph speed limits that weren't legal and cannot be enforced. South Street should be 25 mph. It's a main thoroughfare and it should be a speed limit that can be enforced.

Chairman Doug Roberts questioned how many tickets the Police Department has issued for infractions less than 25 mph and if they had run into issues. Police Captain

Mark Newport was not sure, but whatever the speed limit sign says is what they enforce.

Steve Pesci agreed with Ralph DiBernardo. The Committee should review the rationale of speed limits in the City. It would be better to have a 25 mph speed limit with high compliance than a lower one with low compliance.

Harold Whitehouse commented that he did not agree. There were a lot of schools in that area and the speed limit should be lower.

Mary Lou McElwain commented that the 20 mph was not enforceable and that was the issue.

Ralph DiBernardo commented that 15 mph on South Street in the school zone was hard to drive. Eric Eby commented that state law says it should be 10 mph less than the posted speed limit, so technically it should be 10 mph in the school zone.

Chairman Doug Roberts commented that at the last meeting they talked about notifying people coming in the main entrances to the City that they were entering a more densely populated area. It would be a good approach to start looking at the speed limits on the main roadways into the City.

Steve Pesci questioned if staff had a map that showed the speed limit segments for streets in the City. Eric Eby responded that they have an inventory of all the speed limit signs in the City.

Chairman Doug Roberts suggested that they get a report back from staff about what they think is possible in the near term.

Mary Lou McElwain commented that what is enforceable and what is not enforceable is confusing. The public should be educated. She stated speeding tickets help in reducing speeding. Police Captain Mark Newport added that just having a police presence helps.

Ralph DiBernardo asked Police Captain Mark Newport to convey their appreciation for the Police Department's enforcement. They are doing a great job.

Steve Pesci clarified that he was not supporting people ignore the posted speed limits. If it is posted 20 mph, then they should be going 20 mph. There should be a review of all the speed limits. They could create something modeled similarly to the Parking Principles for speed limits.

Staff will report back at a later date on speed limits and speed segments on City gateway roads.

Mary Lou McElwain commented that there were a lot of open action items and wondered why there were so many outstanding. Public Works Director Peter Rice responded that some are very complicated to accomplish and they don't have the

resources. Chairman Doug Roberts noted that at the next meeting they could go through them and assess the status of each one.

**XI. ADJOURNMENT:**

Public Works Director Peter Rice moved to adjourn the meeting at 8:57 a.m., seconded by Deputy City Manager Nancy Colbert Puff. **Motion passed 9-0.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – November 7, 2019  
City Hall – Conference Room A

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PRESENT: Chairman, Doug Roberts  
Public Works Director, Peter Rice  
Planning Director, Juliet Walker  
Fire Chief, Todd Germain  
Police Captain, Mike Maloney  
Mary Lou McElwain  
Steve Pesci  
Jonathan Sandberg

ABSENT: Harold Whitehouse  
Ralph DiBernardo

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**

- Hanover Street, eliminate four parking spaces on the east side of Hanover Street immediately north of Fleet Street. (VII.C.)
- Dearborn Street, prohibit parking in the last space next to water's edge. (VII.A.)
- South Street, to lower the speed limit on the section of South Street between Middle Road and Lafayette Road to 25 mph. (VIII.B.)

1. Member Ralph DiBernardo submitted his resignation effective today.
2. Accepted and placed on file financial report dated September 30, 2019.
3. Public Comment Session: eight speakers: Diane Schaefer (IX.D.), Molly Wilson (VIII.B.), Valerie Rochon, Chief Collaborator at Chamber Collaborative of Greater Portsmouth, (VII.C.), Charles Eldredge (VIII.B.), Brendan McNamara, designer for the 15 Middle Street project (VIII.A.), Elizabeth Bratter (VIII.A.), Susan Regan (VII.A.), and Kahl Stuart (VIII.B.)
4. Written Correspondences:  
Marc Stettner (Maplewood Avenue and Edmond Avenue intersection)  
Elizabeth Bratter (VIII.A.)
5. Presentation by COAST (Cooperative Alliance for Seacoast Transportation).
6. Hanover Street, request to eliminate four parking spaces next to Hanover Garage, to enlarge bus stop area, by COAST. – **Voted** to eliminate four parking spaces on the

east side of Hanover Street immediately north of Fleet Street to enlarge bus stop area.

7. Dearborn Street, request to prohibit parking in last space next to water's edge. – **Voted** to prohibit parking in last space next to water's edge on Dearborn Street.
8. Sagamore Avenue, south of Sagamore Grove, request for No Parking on west side of roadway. – **Voted** to refer to staff to notify abutters and report back at future meeting.
9. Report back: 15 Middle Street, request for valet parking on Porter Street. – **Voted** to table the request to allow the developer time to address the concerns presented by the Committee.
10. South Street, report back on traffic calming request. – **Voted** to lower the speed limit on the section of South Street between Middle Road and Lafayette Road to 25 mph and staff to report back on changing the speed limit on Middle Road.
11. Bike lane flex posts, bike corrals, and Zagster stations to be removed for winter prior to Thanksgiving. No action required by the Committee.
12. Woodbury Ave bridge to reopen November 11th.  
No action required by the Committee.
13. I-95 northbound on-ramp from Market Street to be closed until Memorial Day, as soon as Woodbury Ave bridge opens. No action required by the Committee.
14. Request for crosswalks across Middle Street between Lincoln Street and Cass Street. No action required by the Committee.
15. Quarterly Accident Report. No action required by the Committee.
16. PTS Open Action Items. No action required by the Committee.
17. Traffic Calming Program application is now available through the City's online permitting site at: <https://portsmouthnh.viewpointcloud.com/categories/1079/record-types/6450>
18. Economic Development Commission/Parking and Traffic Safety Committee Joint Meeting on November 8, 2019 at 8:00 a.m.  
No action required by the Committee.

Adjournment – At 9:21 a.m., **voted** to adjourn.  
Respectfully submitted by:

Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – November 7, 2019  
City Hall – Conference Room A

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#### **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  
Planning Director, Juliet Walker  
Fire Chief, Todd Germain  
Police Captain, Mike Maloney  
Member, Mary Lou McElwain  
Member, Steve Pesci  
Alt. Member, Jonathan Sandberg

##### City Staff Present:

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

##### Absent:

Member, Harold Whitehouse  
Member, Ralph DiBernado

Chairman Roberts announced Ralph DiBernado's resignation effective today.

#### **III. ACCEPTANCE OF THE MINUTES:**

There were no objections to the emailed minutes, so they were approved ahead of the meeting by the Committee members. The minutes were approved by the City Council on October 28, 2019.

#### **IV. FINANCIAL REPORT:**

Public Works Director Peter Rice moved to accept the financial report dated September 30, 2019, seconded by Mary Lou McElwain. **Motion passed 8-0.**

#### **V. PUBLIC COMMENT:**

Diane Schaefer, resident, spoke to agenda item IX.D. Ms. Schaefer requested crosswalks be installed on Middle Street between Cass Street and Lincoln Street. It is a busy area with a lot of traffic and pedestrians. The new developments that are being built in the area will only make it busier.

Molly Wilson, resident, spoke to agenda item VIII.B. Ms. Wilson talked about the neighborhoods concerns about traffic volumes and speed on South Street. Ms. Wilson spoke in favor of lowering the speed limit on South Street.

Valerie Rochon, Chief Collaborator at Chamber Collaborative of Greater Portsmouth, spoke to agenda item VII.C. Ms. Rochon spoke in favor of the COAST proposal to expand their bus route and eliminate 4 parking spaces near the Hanover Garage. Transportation is needed for downtown workers.

Charles Eldredge, resident, spoke to agenda item VIII.B. Mr. Eldredge spoke in favor of lowering the speed limit on that section of South Street.

Brendan McNamara, designer for the 15 Middle Street project, spoke to agenda item VIII.A. Mr. McNamara commented that the building is no longer viable for the current use, so the proposal is to create a 28-room hotel. The building will be preserved and utilized. The team has been working with the City to provide a plan with minimal traffic impacts. They have negotiated private parking locations for the valet service. The proposal also includes overflow queue spaces.

Elizabeth Bratter, property owner, spoke to agenda item VIII.A. Ms. Bratter commented that the 15 Middle Street intersection was tough because it is very busy. Ms. Bratter suggested that they provide a van that shuttles customers from a specific leased parking area to the hotel and back instead of valet. This option would encourage guests to walk more, and the van could transport more than one group of guests at a time.

Chairman Doug Roberts noted that he received a letter from Marc Stettner talking about the changes to Maplewood Avenue and Edmond Avenue. He also noted that Ms. Bratter had submitted a letter to the Committee, but it was not received in time for packet distribution.

Susan Regan, resident, spoke to agenda item VII.A. She stated the previous owner of the building put a fence on City property. The new owners were supposed to remove it, and they have not. The fence causes issues for Ms. Regan's tenants' parking. Ms. Regan supports agenda item VII.A.

Stuart Kahl, resident, spoke to agenda item VIII.B. Mr. Kahl noted that there was not a speed limit sign across from Spinney Road. That would be a good place to put in a speed limit sign.

## **VI. PRESENTATION:**

### **A. COAST bus service changes for Hanover Street bus stop, by COAST.**

Michael Williams, COAST Director of Operations, spoke to the proposed bus service changes. COAST currently operates 4 routes in the City, and the proposal would expand that to 7 routes. Approximately 124,880 rides started or ended in Portsmouth this year, and Portsmouth is a major contributor to COAST. The goal of the change is to speed up travel between the northern communities and Portsmouth. For example, it currently takes 90 minutes to get from Rochester to Portsmouth. The new plan would make it 45 minutes. All of the routes run hourly and come into some part of the downtown. The Hanover location is important because of all the connections that take place at that location. COAST currently uses Market Square for connections, but it is not large enough. COAST needs the current bus stop and 4 parking spaces on Hanover Street to accommodate 6 vehicles to make the convenient connections. Most COAST customers are using this transportation to get to their place of employment.

The goal is to make COAST an attractive mode of transportation to help alleviate congestion in the downtown. The Market Square stop would remain under this proposal, but it would not be used for connections.

Mary Lou McElwain requested more information about the new route going over to Kittery. Michael Williams responded that COAST runs limited shuttles to the Shipyard today. The new connection will run hourly from 6:30 a.m. to 7 p.m., Monday through Friday.

Steve Pesci questioned if there would be stops at Kittery Foreside and Badger's Island as well. Michael Williams confirmed there were several new proposed stops in Kittery, and they were meeting with the town officials to finalize them.

Jonathan Sandberg questioned if they considered micro-transit in their plans. Michael Williams responded in general micro-transit can be very expensive. COAST provides on-demand service for seniors and people with disabilities, but require them to make a reservation a day in advance. Planning Director Juliet Walker added that the presentation for micro-transit was not intending to replace or duplicate current services. The goal would be to have the micro-transit fill in gaps in the overall service.

Mary Lou McElwain supported the plan and thought it would increase ridership and reduce parking needs in the City. Mary Lou McElwain questioned how long buses would be idling on Hanover Street because that could be a concern. Michael Williams responded that they would not idle for any longer than a few minutes at the top of each hour. COAST abides by the New Hampshire idling laws and put a lot of care into maintaining the emissions controls on their vehicles.

Public Works Director Peter Rice moved to consider agenda item VII.C. out of order, seconded by Mary Lou McElwain. **Motion passed 8-0.**

Hanover Street, request to eliminate four parking spaces next to Hanover Garage, to enlarge bus stop area, by COAST. Chairman Doug Roberts supported the proposed plan.

Public Works Director Peter Rice commented that tax dollars do not go toward funding this program. It is supported by revenue from the parking fund. This transportation is part of the City's overall program. Supporting this proposal is consistent with the overall program.

Jonathan Sandberg suggested adding another bus shelter and a bike rack at the Hanover Street stop.

Steve Pesci supported the motion and recommended that the signage is clear that the corridor should be used by transit vehicles, and at least one sign should reference the state regulations for idling.

Mary Lou McElwain moved to eliminate four parking spaces on the east side of Hanover

Street immediately north of Fleet Street to enlarge bus stop area, seconded by Public Works Director Peter Rice. **Motion passed 8-0.**

**VII. NEW BUSINESS:**

**A.** Dearborn Street, request to prohibit parking in last space next to water's edge. Mary Lou McElwain commented that she supported removing the parking space and installing a No Parking sign.

Public Works Director Peter Rice moved to prohibit parking in last space next to water's edge on Dearborn Street, seconded by Planning Director Juliet Walker. **Motion passed 8-0.**

**B.** Sagamore Avenue, south of Sagamore Grove, request for No Parking on west side of roadway. Steve Pesci moved to refer to staff to notify abutters and report back at future meeting, seconded by Mary Lou McElwain. **Motion passed 8-0.**

**VIII. OLD BUSINESS:**

**A.** Report back: 15 Middle Street, request for valet parking on Porter Street. Eric Eby commented that he and Ben Fletcher met with the applicant in the field, and they made revisions to the plan as a result of that meeting. The revisions include the 3 additional parking spaces on Porter Street for traffic queuing. There are other concerns on Porter Street that are outside of the applicant's control.

Chairman Doug Roberts commented that he was concerned because it was a proposed 28-room hotel and restaurant. Crossing Middle Street can be difficult and there is a loading zone right next to the proposed valet parking.

Mary Lou McElwain was concerned about pedestrian traffic in that area especially when the Music Hall has events. It is also between two very busy traffic lights.

Jonathan Sandberg questioned if it would be possible to make it a no left turn from Middle Street on to Porter Street to help traffic circulation. Eric Eby responded that has not been discussed. Planning Director Juliet Walker added that it would be difficult to enforce without making structural changes to that intersection.

Steve Pesci was concerned because it was a hotel and they would be hosting a lot of out of town guests who would not be aware of all of the surroundings. It is a challenging site in a busy area, and that is concerning.

Fire Chief Todd Germain commented that the developer has addressed the fire access concerns at the site in the plan. Fire Chief Todd Germain was concerned about the potential queuing on Middle Street because that is a major corridor for the Fire Department to get to the north side of town. The applicants still need to work to address the queuing on Middle Street.

Police Captain Mike Maloney agreed with the Fire Chief's concerns about the queuing. The overall change to the building was not a concern.

Chairman Doug Roberts commented that he was sympathetic because it was a difficult building to find a use for, but still had concerns about the traffic problems that may arise.

Public Works Director Peter Rice commented that they should address the traffic concerns on Middle Street and the loading zone on Porter Street. The developer has made sincere efforts to address some of the concerns so far, but some are still outstanding.

Steve Pesci added that there were concerns about the Middle Street, Islington Street, and Congress Street intersection as well.

Chairman Doug Roberts noted that density reduction of the project may help.

Public Works Director Peter Rice moved to table the request to allow the developer time to address the concerns presented by the Committee, seconded by Planning Director Juliet walker. **Motion passed 8-0.**

**B. South Street, report back on traffic calming request.**

Public Works Director Peter Rice moved to lower the speed limit on the section of South Street between Middle Road and Lafayette Road to 25 mph, seconded by Planning Director Juliet Walker.

Eric Eby commented that they have been working on this with the neighbors in the area for a year. They measured speeds on the roadway and found that most cars were not exceeding the 30 mph speed limit. They were traveling in the 25 mph range. There is no sidewalk on one side and there is a school and park in the area, so there is justification to lower the speed limit. This change would go from the Middle Road and South Street intersection to the Lafayette Road and South Street intersection.

Planning Director Juliet Walker added that they discussed other traffic calming measures with the neighborhood that would be implemented in the long-term. This is one part of an overall solution.

Fire Chief Todd Germain questioned if there was a plan to make it a T-intersection in the future. Public Works Director Peter Rice responded that they would have to review it.

Mary Lou McElwain questioned if the speed limit on Middle Road should be lowered as well to be consistent. Eric Eby responded that they could report back on it.

Steve Pesci commented that the gateway points like this one should be consistent in speed to let people know they are entering the downtown area.

Chairman Doug Roberts amended the motion to lower the speed limit on the section of South Street between Middle Road and Lafayette Road to 25 mph and staff to report back on changing the speed limit on Middle Road, seconded by Planning Director Juliet Walker. **Motion passed 8-0.**

**IX. INFORMATIONAL:**

A. Bike lane flex posts, bike corrals, and Zagster stations to be removed for winter prior to Thanksgiving. No Committee discussion.

B. Woodbury Ave bridge to reopen November 11th. No Committee discussion.

C. I-95 northbound on-ramp from Market Street to be closed until Memorial Day, as soon as Woodbury Ave bridge opens. No Committee discussion.

D. Request for crosswalks across Middle Street between Lincoln Street and Cass Street. Chairman Doug Roberts noted that staff will report back on this item.

E. Quarterly Accident Report by Police Captain Mark Newport.  
Police Captain Mike Maloney reviewed the report. The City is not trending any higher or lower with the motor vehicle categories. The City averages around 10-15 reportable accidents per week. A reportable accident is anything with damage more than \$1,000.00. The month of October was trending normal.

Chairman Doug Roberts questioned if the Department had any ideas on how to reduce the number of accidents. Police Captain Mike Maloney responded that is one of the Department's biggest goals every year. A lot of the additional patrols used for enforcement are funded by highway safety grants. The additional enforcement from 2018-2019 helped to reduce traffic accidents by 20% and reduced injuries in accidents by 13 accidents compared to previous years. Traffic enforcement and education are two main factors in reducing accidents. The Department did not get the same amount in highway safety grants for this year and part of the reason for that is because there was a reduction in injury crashes.

Jonathan Sandberg questioned if the Department had correlated the number of hours spent on enforcement and the reduction in crashes. Police Captain Mike Maloney responded that they have the data, so they could do that. Jonathan Sandberg commented that it could be used to help identify hot spots for enforcement. Police Captain Mike Maloney responded that a lot of the enforcement is focused on the downtown specifically for the hands-free enforcement. Speed is everyone's main concern, so enforcement is not confined to one area.

Steve Pesci added that the overall traffic is increasing, so seeing a reduction in accidents is even more impressive.

F. PTS Open Action Items. No Committee discussion.

**X. MISCELLANEOUS:**

Public Works Director Peter Rice acknowledged Ralph DiBernardo's outstanding service to the Committee and the City. His civic-mindedness and commitment to the City needs to be noted and is greatly appreciated.

Chairman Doug Roberts proposed requesting a budget line item to buy a stock of pedestrian flashers to have available for areas in the City when needed. This Committee could request that the administration make these available, so it can be a

decision based on safety not financing. Public Works Director responded that they have done that. They have looked at the budget and funding has been requested.

Mary Lou McElwain requested that the flashing speed limit signs also be included in budget requests. Public Works has installed some, and the Police Department has installed others. There should be coordination between the departments. They are effective. Public Works Director Peter Rice responded that has also been identified for potential funding. Physical cost is not the only factor. Staff time and maintenance also need to be considered.

Planning Director Juliet Walker highlighted the traffic calming program application. It will now be available online and go into the records system. That will hopefully encourage people to utilize the application more and create a document trail for the request. The application is available online here:  
<https://portsmouthnh.viewpointcloud.com/categories/1079/record-types/6450>

Mary Lou McElwain commented that she had concerns about crosswalks in the City and requested that the Committee talk about it in a future meeting.

Planning Director Juliet Walker reminded the Committee that there was a presentation on micro-transit the next day. No immediate action was expected, but a joint taskforce may be formed as a result of the meeting. The meeting would be recorded and available online.

**XI. ADJOURNMENT:**

Public Works Director Peter Rice moved to adjourn at 9:21 a.m., seconded by Steve Pesci. **Motion passed 8-0.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – December 5, 2019  
City Hall – Conference Room A

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PRESENT: Chairman, Doug Roberts  
Public Works Director, Peter Rice  
Planning Director, Juliet Walker  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Mary Lou McElwain  
Steve Pesci  
Jonathan Sandberg  
Harold Whitehouse  
Erica Wygonik

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher

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#### **Action Items requiring an immediate ordinance during the next Council meeting:**

None

#### **Temporary Action Item requiring an ordinance during the annual omnibus:**

- Chase Drive, prohibit parking along north side of Chase Drive. (VII.A.)
1. Accepted and placed on file financial report dated October 31, 2019.
  2. Public Comment Session: eleven speakers; Cory Belden supported VII.A., Jay Couture, Executive Director of Seacoast Mental Health Center, opposed VII.B., Jane Reynolds supported VII.B., Elizabeth Bratter addressed written correspondence below, David Allen supported Middle Street bike lane project, Tom Gosselin opposed VII.B., Ned Raynolds addressed VII.B. and supported Middle Street bike lane project, Ralph DiBernado supported VIII.A., Michael Bean opposed VII.B., Chuck McMahan supported VIII.A., David Calkins supported VIII.A.
  3. Written Correspondences:
    - Elizabeth Bratter in support of IX.B. (Maplewood Avenue signal)
    - Elizabeth Bratter letter regarding Zagster program
    - Matthew Glenn in support of VII.B. (No Parking on Sagamore Avenue)

**Voted** to accept and place letters on file.
  4. Presentation on the Middle Street / Lafayette Road Bicycle Route, Post-Construction Report Back, by Juliet Walker, Planning Director.
  5. Presentation on Zagster Bike Share Program by Juliet Walker, Planning Director.

6. Chase Drive, request to prohibit parking on north side of roadway. **Voted** to prohibit parking along north side of Chase Drive and to direct staff to report back on parking on Michael Succi Drive between Chase Drive and Market Street.
7. Sagamore Avenue, across from The Golden Egg, request for No Parking. **Voted** to refer to staff for report back.
8. Pleasant Street at Washington Street, sight line concerns, by neighborhood resident at Ward 5 meeting. **Voted** to refer to staff for report back.
9. Echo Avenue ramp closure, request to make permanent, by Chuck McMahon. **Voted** to show support for permanent ramp closure with stipulations from the Fire Department and Police Department being addressed and to refer to staff for report back on permanent closure configuration after meeting with the New Hampshire Department of Transportation (NHDOT).
10. Middle Street, request for crosswalks between Lincoln Avenue and Cass Street, by Diane Schaefer and Mitch Shuldman. No action required by the Committee. Staff will report back.
11. Maplewood Avenue proposed signal timing and phasing changes. No action required by the Committee. Staff will report back after future implementation.
12. Albany Street, parking in front of 85 Albany Street. No action required by the Committee. Staff will report back.
13. Summer Street at Austin Street, traffic calming request. No action required by the Committee. Staff will report back.
14. Pay-by-plate. **Voted** to show support with the general approach to improve efficiency and move program forward.
15. Committee to elect new chairman at first meeting of New Year. No action required by the Committee.
16. January meeting canceled. January meeting has been canceled.
17. PTS Open Action Items. Beginning in January 2020, the PTS action items will be available on the City's online permitting site. No action required by the Committee.
18. Distribution of agenda packet, hard copy or digital. Members will forward format preference via email to staff.
19. Adjournment – At 9:45 a.m., **voted** to adjourn.

Respectfully submitted by:  
Amy Chastain  
Secretary to the Committee

## MEETING MINUTES

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – December 5, 2019  
City Hall – Conference Room A

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#### **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  
Planning Director, Juliet Walker  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Member, Mary Lou McElwain  
Member, Steve Pesci  
Member, Jonathan Sandberg  
Member, Harold Whitehouse  
Alt. Member, Erica Wygonik

##### City Staff Present:

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

#### **III. ACCEPTANCE OF THE MINUTES:**

There were no objections to the emailed minutes, so they were approved ahead of the meeting by the Committee. The minutes were approved by the City Council on December 2, 2019.

#### **IV. FINANCIAL REPORT:**

Parking Director Ben Fletcher provided a report on the Foundry Garage. A number of programs were put into place to increase utilization, increase length of stay and business participation. The programs have been in place for 15 days. There hasn't been an increase in transactions or new monthly parking. The City hasn't been approached by any businesses yet. He stated there needs to be more time to see the impacts.

Mary Lou McElwain questioned why businesses were not taking advantage of the programs. Public Works Director Peter Rice responded that they were working with the Chamber on outreach.

Harold Whitehouse suggested that they consider leasing the top level for private functions.

Erica Wygonik questioned what kind of outreach has been done to advertise the programs. Parking Director Ben Fletcher responded that they have done press releases on the City website and outreach to Seacoastonline.com. The usual channels have all been exercised.

Public Works Director Peter Rice moved to accept the financial report dated October 31, 2019, seconded by Mary Lou McElwain. **Motion passed 9-0.**

#### **V. PUBLIC COMMENT:**

Chairman Doug Roberts stated three written correspondences were provided to the Committee today. They include the following:

Elizabeth Bratter in support of IX.B. (Maplewood Avenue signal)

Elizabeth Bratter letter regarding Zagster program.

Matthew Glenn in support of VII.B. (No Parking on Sagamore Avenue)

Public Works Director Peter Rice moved to accept and place on file, seconded by Harold Whitehouse. **Motion passed 9-0.**

Cory Belden from Altus Engineering spoke in support of agenda item VII.A. There is an application for a residential building that will reduce the parking lot for the Bethel Assembly of God Church. There are concerns about overflow parking on the street. It is a narrow street, so if people park on both sides it could prevent emergency vehicle access.

Jay Couture, Executive Director of Seacoast Mental Health Center, spoke in opposition to agenda item VII.B. Ms. Couture objected to the current proposal because currently some Golden Egg customers use their parking lot. If on-street parking is eliminated on Sagamore Avenue then more people will use their parking lot. She suggested revising the proposal to limit parking on the weekends.

Jane Reynolds spoke in support of agenda item VII.B. There is a lot of traffic in that area, and it is a scary place to bike especially with cars parked on that section of Sagamore Avenue.

Elizabeth Bratter addressed her correspondences provided to the Committee today. Ms. Bratter supported the Maplewood Avenue light change if it included the leading pedestrian interval and education about the change. It might be worthwhile to consider it for a citywide change. Ms. Bratter has done research on Zagster and found that sponsor driven racks that are free to users had the most growth. Ms. Bratter did not support Zagster for the City as it was currently presented. She commented that COAST bus should be considered and protected as the City moves forward with microtransit options. Planning Director Juliet Walker commented that the microtransit is on hold until the incoming City Council has a chance to provide input.

David Allen is on the board of Seacoast Area Bicycle Riders (SABR) and spoke in support of the Middle Street bike lane project. Biking infrastructure is a critical part of City growth, and SABR appreciated the City's efforts so far.

Tom Gosselin from the Golden Egg spoke in opposition of agenda item VII.B. He stated parking is an asset to the business, and on busy weekends helps to slow traffic in the Sagamore area.

Ned Reynolds addressed agenda item VII.B. and supported the Middle Street bike lane project. He is on the board of the Seacoast Mental Health Center (SMHC). Prohibiting

parking 7 days a week would create a parking problem for SMHC. It could be prohibited on the weekends to help eliminate biking hazards.

Ralph DiBernardo spoke in support of agenda item VIII.A. There was a lot of public input and the Committee did an extensive study on the temporary closure. The time has come to make it permanent and protect the neighborhood from highway traffic.

Michael Bean, future owner of the Golden Egg, spoke in opposition to agenda item VII.B. He is also the owner of the corner lot on Sagamore Avenue and Wentworth Road, which will give him the opportunity to create some additional parking. It would be a hardship to eliminate parking at this time.

Chuck McMahon spoke in support of agenda item VIII.A. The entire neighborhood supports the permanent closure on Echo Avenue.

David Calkins spoke in support of agenda item VIII.A. The temporary closure has increased the safety and enjoyment of the neighborhood. The closure has made a great impact on the neighborhood.

## **VI. PRESENTATIONS:**

### **A. Middle Street bike lane report back, by Planning Director Juliet Walker.**

Planning Director Juliet Walker provided a report back on the Middle Street bike lane project. Staff was requested by City Council to provide a report back on the perceived safety concerns with the introduction of the new bike lanes. They have been in existence for about a year. There has been some design modifications made based on feedback from the Committee and the public. Shorter flexible bollards were installed in July 2019 with a greater distance between them. They were removed from areas with significant buffers. A parking space near Aldrich Road was removed to help with sight lines. Because they weren't installed until July this year, there needs to be more data collected to provide a true comparison. The Police Department provided data on crashes for the year before the bike lanes were installed and the current year in that corridor. There was a slight reduction in accidents after the bike lanes were installed, and more happened when the bollards were not installed. They were all motor vehicle related crashes. In general, the bike lanes have not made the area unsafe, and the bollards add a safety benefit for the parking lanes. Traffic speed data has been monitored. There should be more data collected, but in general there has not been a significant decrease in speeds. There is a slight reduction in speed when the bollards are present. Bicycle counts have been conducted and there has not been a significant change in bike usage. Right now this is not a complete network because it does not go all the way downtown. Changing behaviors also takes time.

Mary Lou McElwain commented there is also a lot of debris in the bike lanes that can prevent people from using them. Planning Director Juliet Walker agreed. They have received that feedback and will welcome all feedback coming in.

Planning Director Juliet Walker stated there are no specific recommendations at this time. This presentation is a report back on what was presented to the City Council.

Public Works Director Peter Rice clarified that the total number of accidents has not increased. Within that total there was an increase in non-reportable accidents and a decrease in reportable accidents, which is a good thing because they were less severe. Police Captain Mark Newport responded that because people are driving more slowly and are more aware of their surroundings if an accident does occur, then it is generally less severe.

Harold Whitehouse commented that the bollards took away from the aesthetics of Middle Street and the side streets. He expressed concern about how the area would look for the upcoming Portsmouth NH 400 celebration in 2023. Planning Director Juliet Walker responded that was a valid concern, and they would continue to look at it.

Jonathan Sandberg questioned if when Middle Street was repaved it would improve sight lines. Public Works Director Peter Rice responded that there were no current plans for a major paving project on Middle Street.

Mary Lou McElwain noted that the lighting at the Cass Street intersection was lacking. There should be more lighting at busy intersections.

Erica Wygonik commented that it would be good to see data on the higher bollards vs. the lower bollards. Planning Director Juliet Walker responded that may be hard because the higher bollards have already been removed. However, a more comprehensive report back may be able to show some of that data.

Jonathan Sandberg commented that as a bicyclist he found the bollards made a big difference particularly at the intersections. Having less bollards makes turning left easier. Planning Director Juliet Walker commented that they will specifically be looking at the angled intersections this winter because without the bollards traffic patterns change significantly. Public Works Director Peter Rice commented that the Greenleaf Avenue intersection is a pending action and staff will come back later with a proposal.

Steve Pesci commented that the important piece moving forward is completing the corridor into the downtown. They need to work to balance the aesthetics for all of the infrastructure.

Harold Whitehouse commented that the bike rack usage at the high school was low. Planning Director Juliet Walker responded that she has received a lot of feedback both positive and negative from high school students.

**B. Zagster year-end summary, by Planning Director Juliet Walker.**

Planning Director Juliet Walker spoke to the Zagster year-end summary. Three years ago the City entered into a lease agreement with Zagster. It was largely sponsored by the City, but any expansion would be done by sponsorships. It started out with 6 locations, and in 2019 there were 10 locations. There is no plan on what to do going forward. Staff is waiting to get feedback and input from the incoming City Council. Micro-mobility is an evolving field. It is better for the City to have a stake in the game instead of leaving it up to the private sector. Overall there has not been a growth in the Zagster program membership. The most popular stations were Portwalk Place and the Memorial Bridge lot.

Harold Whitehouse questioned if there was anyone trying to challenge the motorized scooter ordinance. Planning Director Juliet Walker responded there has not been a challenge to date.

Public Works Director Peter Rice commented that this program was sponsored by parking revenue, not tax dollars. This is part of the overall parking and transportation program. It will be viewed in context of the program.

## VII. NEW BUSINESS:

**A.** Chase Drive, request to prohibit parking on north side of roadway. Chairman Doug Roberts commented that this was next to the church parking lot. It was requested by the developer. The church and the neighborhood support this change.

Ms. Walker recommended adding the portion of Michael Succi Drive that extends from Market Street to Chase Drive to keep the parking restriction consistent. Eric Eby commented that he did not think parking was allowed there already but he would report back if parking was allowed.

Public Works Director Peter Rice moved to prohibit parking along north side of Chase Drive and to direct staff to report back on parking on Michael Succi Drive between Chase Drive and Market Street, seconded by Mary Lou McElwain. **Motion passed 9-0.**

**B.** Sagamore Avenue, across from The Golden Egg, request for No Parking. Public Works Director Peter Rice noted that staff would review options for traffic calming and parking before reporting back.

Harold Whitehouse commented that it was a busy area with limited parking and questioned if they had authority over that because it was Route 1A. Public Works Director Peter Rice confirmed it was within the City's jurisdiction.

Planning Director Juliet Walker moved to refer to staff for report back, seconded by Public Works Director Peter Rice. **Motion passed 9-0.**

**C.** Pleasant Street at Washington Street, sight line concerns, by neighborhood resident at Ward 5 meeting. Public Works Director Peter Rice commented that this intersection has been looked at multiple times. As a result, the intersection has been adjusted and parking has been removed to improve sight lines. Staff can look at it again and report back.

Public Works Director Peter Rice moved to refer to staff for report back, seconded by Police Captain Mark Newport. **Motion passed 9-0.**

## VIII. OLD BUSINESS:

**A.** Echo Avenue ramp closure, request to make permanent, by Chuck McMahon. Public Works Director Peter Rice commented that they would need to work with the New Hampshire Department of Transportation (NHDOT) because it is within their system. There will need to be final reviews with Police, Fire and the NHDOT. It can remain temporarily closed until

things are finalized, but there are steps that need to be taken before the closure is permanent.

Police Captain Mark Newport noted that they would not be opposed to it, but they would have stipulations. There would need to be an emergency gate to provide access, if needed.

Public Works Director Peter Rice moved to show support for permanent ramp closure with stipulations from the Fire Department and Police Department being addressed and to refer to staff for report back on permanent closure configuration after meeting with the New Hampshire Department of Transportation (NHDOT), seconded by Mary Lou McElwain.

**Motion passed 9-0.**

**IX. INFORMATIONAL:**

**A.** Middle Street, request for crosswalks between Lincoln Avenue and Cass Street, by Diane Schaefer and Mitch Shuldman. Chairman Doug Roberts commented that this would come back at a future meeting.

**B.** Maplewood Avenue proposed signal timing and phasing changes. Eric Eby commented that there have been complaints from the public that it is too difficult for pedestrians to cross Maplewood Avenue. It is one of the reasons they are not using the Foundry Garage. The proposal is to change the signal timing. Pedestrians would be able to cross when the traffic parallel to them had a green light. This would require vehicles making a turn to yield to pedestrians in the crosswalks. It would be a big change, but it would reduce delays for vehicles and pedestrians. Eric Eby requested feedback from the Committee.

Public Works Director Peter Rice clarified that this technique has been used across the country for a number of years. The timing would be adjusted so that the pedestrian has a head start when entering the intersection. This change would require an upgrade to the equipment at the intersection.

Planning Director Juliet Walker questioned if there had been discussion of implementing this citywide. She stated Ms. Bratter makes a good point that it would be helpful to be consistent throughout the City. Eric Eby agreed. He stated there are costs to upgrading and funding is not available for citywide implementation right now.

Chairman Doug Roberts commented that the “New” sign placed at the top of the stop sign on Brewery Lane was helpful and he would like to see them used more often.

Jonathan Sandberg questioned if the walk signals would come up when a pedestrian hit the button or if it would be coordinated with the signal lights. Eric Eby responded that after the pedestrian hit the button it would signal walk in coordination with the lights. This change would shorten the cycle length.

Steve Pesci questioned if this change would eliminate the diagonal crossing patterns at the intersection. Eric Eby confirmed that was correct. Steve Pesci agreed with implementing this in multiple locations, but perhaps not citywide. The equipment upgrades should include the pedestrian responsive equipment. There should be a button, a confirmation the request has

been received, and countdown timers. Eric Eby responded that they would be upgraded and include ADA tones.

Mary Lou McElwain was concerned about this change from a pedestrian perspective. People are impatient. There are safety issues at many intersections, and the pedestrians and cyclists should be the priority. She requested that this be studied more. Steve Pesci added that people do not understand the laws about right turn on red when there is a pedestrian crossing signal.

Jonathan Sandberg commented that he has been reading Walkable City by Jeff Speck. The author is in favor of these signal timings. However, he is not in favor of right turns on red.

Police Captain Mark Newport reiterated that there needs to be education for drivers and pedestrians. These signals already exist on Lafayette Road.

**C.** Albany Street, parking in front of 85 Albany Street. Eric Eby commented that this was a new 4-way stop. When vehicles park in front of the Albany Street building, traffic must go around the parked vehicles and it causes them to cross over the center lines. Staff will report back.

**D.** Summer Street at Austin Street, traffic calming request. Eric Eby commented that staff is collecting data and will report back.

**E.** Pay-by-plate. Parking Director Ben Fletcher stated the Parking Division would like to modernize how people pay for metered parking. Presently, the City uses pay and display. There will be a \$10,000 a year savings in paper cost and numerous efficiency improvements if pay-by-plate is implemented.

Public Works Director Peter Rice commented that this addresses a concern that has been in place since the kiosks were implemented. People don't like to walk back to their vehicles, especially when there is a lot of snow. This move would improve the experience for users and for enforcement staff.

Steve Pesci questioned if the EasyPark device and the ParkMobile app would still work. Parking Director Ben Fletcher confirmed they would remain the same. The single space meters will remain the same as well.

Chairman Doug Roberts questioned if there were privacy concerns. Parking Director Ben Fletcher responded that it was just a marker for the vehicle and they don't keep the data. There are many cities in the area that use the pay-by-plate system.

Public Works Director Peter Rice stated they are moving forward with the pay-by-plate system because it is an operational decision. He stated there will be public outreach and notice about the new system and the implementation schedule.

Public Works Director Peter Rice moved to show support with the general approach to improve efficiency and move program forward, seconded by Steve Pesci.

**Motion passed 9-0.**

**F.** Committee to elect new chairman at first meeting of New Year. Chairman Doug Roberts commented that the Committee will elect a new chairman. Traditionally, the City Council representative is the PTS Chairman, but the Committee will need to vote on it at the next meeting.

**G.** January meeting canceled. Harold Whitehouse opposed canceling the January 2020 meeting. Chairman Doug Roberts commented the Committee would not have a City Council representative by the January meeting date.

**H.** PTS Open Action Items. Beginning in January 2020, the PTS action items will be available on the City's online permitting site. No discussion by the Committee.

**X. MISCELLANEOUS:**

**A.** Distribution of agenda packet, hard copy or digital. Eric Eby asked if the members would prefer to have digital documents instead of paper. They can choose between digital or paper. Amy Chastain requested members email her if they want to go digital.

Harold Whitehouse thanked Chairman Doug Roberts for his service.

**XI. ADJOURNMENT:**

Public Works Director Peter Rice moved to adjourn at 9:45 a.m., seconded by Police Captain Mark Newport. **Motion passed 9-0.**

Respectfully submitted by:

Becky Frey  
PTS Recording Secretary