PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:00 A.M. – January 6th, 2022
Conference Room A

PRESENT: City Manager Karen Conard (temporary Chair), Public Works Director Peter Rice

Members: Mary Lou McElwain (zoom), Steve Pesci (Zoom), Mark Syracusa, Harold Whitehouse, Fire Chief Todd Germain, Police Captain Mike Maloney, Erica Wygonik

CITY STAFF: Parking Director Benjamin Fletcher

ACTION ITEMS FOR CITY COUNCIL

- None

---

1. **Financial Report**: Accepted and placed on file Financial Report dated November 30, 2021

2. **Public Comment Session**: There were 2 speakers: Lenore Weiss-Bronson (Traffic Calming on Woodbury Ave); Robin Rousseau (NPP for downtown residents)

3. **Request for RRFB Just West of Islington and Vine**: **Voted to** have Staff review traffic activity in Spring 2022 and report back

4. **Request for No U-Turn at Market St. Extension and Nobles Island**: **Voted to** have Staff research and report back with regard to traffic data, accident data, standard parameters for disallowing U-turns

5. **Request for 4-way Stop at Intersection of State St. and Union**: **Voted to** have Staff study and report back with regard to traffic volumes, layout and industry standards

6. **Request to add LED Accent Lighting to New Stop Signs on Banfield Road**: **Voted to** approve and install four (4) LED-Accented Stop Signs on Banfield Road

7. **Formation of Sub-committee to study Portsmouth Street Inventory and Make Speed Limit Recommendations: Voted to** have Staff work to develop a draft Portsmouth Street inventory, share it with a working group, the byproduct of which will come to before PTS Committee for consideration

8. **Request for RRFB at South and Broad: Voted to have Staff review traffic**:
Informational; no action required

9. **Monthly Accident Report from Police**:
   Informational; no action required

10. **Bike and Vehicular Traffic Volume Data**:
    Informational; no action required

11. **Middle/Miller Street presentation by Derek Caldwell from Sebago Technics**:
    Informational; no action required

12. **Bartlett Street Public Meeting Review Presentation:**
    Informational; no action required

13. **Borthwick and Rte. 1 Update:**
    Informational; no action required

14. **Letter from Liz Bratter**:
    Voted to place on file

15. **Update on 273 Austin Street Request to Reduce Parking**
    Voted to place on February New Business Agenda

16. **Letter from Lenore Weiss-Bronson:**
    Voted to place on file

17. **Adjournment**: 09:30:55am: **Voted to** adjourn

Respectfully submitted by: Benjamin Fletcher

MEETING MINUTES

PARKING and TRAFFIC SAFETY COMMITTEE
Portsmouth, NH
CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:00 AM **MINUTES** **January 6, 2022**

I. CALL TO ORDER

City Manager Conard called the meeting to order at 8:00 a.m.

II. ATTENDANCE

Members Present:
City Manager Karen Conard
Public Works Director Peter Rice
Fire Chief Todd Germain
Police Captain Mike Maloney
Mary Lou McElwain
Steve Pesci
Mark Syracusa
Harold Whitehouse
Erica Wygonik (Alternate)

Absent

City Staff Present:
Parking Director Ben Fletcher

III. FINANCIAL REPORT

Parking Director Ben Fletcher commented that they were doing better than what they budgeted for in almost every category except one, which is on target.

Harold Whitehouse moved to accept the Financial Report dated November 30, 2021, and place it on file, seconded Public Works Director Peter Rice. On a unanimous roll call, motion passed 9-0.

IV. PUBLIC COMMENT (15 MINUTES)

Lenore Weiss Bronson of 828 Woodbury Ave. spoke to the traffic calming request submitted by the Frank Jones Farm Neighborhood for Woodbury Ave. There have been traffic calming requests for this area since the '90s. There have been multiple requests for stop signs and speed bumps to be installed along Woodbury Ave. Ms. Weiss Bronson was told that the request was submitted to the CIP. It was reviewed by the PTS, and it was put on file or is not being dealt with at this point. There is no stop sign between Granite St. and Bartlett St. Action has been promised in the past, but nothing has ever come of it. This area has a history of horrendous accidents. Cars come through this area to get to Home Depot and other shopping areas. However, they should access that shopping area from the traffic circle and Brady Dr. Traffic is being diverted into a residential neighborhood. This problem needs to be addressed. They did install sidewalks, but it's still unsafe. There are no crossing guards in this area for kids getting on the bus. Nobody uses the crosswalk because it's not in a place where they would normally cross. There are 250 homes in this neighborhood and this speeding problem needs to be addressed. This neighborhood should be closed like Echo Ave. was. The City needs to stop deprioritizing this area. It is not an expensive project to put in stop signs. The Committee should propose a concrete solution that is not put on file.

Public Works Director Peter Rice responded that the concerns have been heard. The process of coming up with solutions started last fall with the collection of data. There is a project in the CIP that speaks to traffic calming measures. There are ideas being developed to move forward. The concern that has been raised and has been heard. It has not been ignored. The process is underway and there are funds identified in the CIP for traffic calming. This project was not specifically called out in the CIP because it's funding for a series of projects. Stop signs have come before the Committee many times in the past and have not been deemed warranted.

City Manager Karen Conard commented that they would schedule a meeting about Woodbury Ave. and other traffic calming efforts. It will be properly noticed and there can be a larger discussion at that time. For now, the Committee will take Ms. Weiss Bronson's letter.

Robin Russo supported Ms. Weiss Bronson's comments. Ms. Russo sat in the breakout committee for the pilot parking program for the Islington Creek Neighborhood. More people were supporting the program than not supporting it. The program has been an overwhelming success. Ms. Russo lives in the Mcintosh Building and requested that their neighborhood be considered next for a permit parking program. This neighborhood takes the the brunt of tourism. It is their turn for a parking program. Ms. Russo requested that these meetings happen in the evenings instead of the morning, so more people could attend.

V. SITE VISITS: None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Request for crosswalk with RRFB, just west of the intersection of Islington St. at Vine Street

Public Works Director Peter Rice moved to have Staff review traffic activity in Spring 2022 and report back, seconded by Harold Whitehouse.

Parking Director Ben Fletcher commented that this was a citizen request. There will be more traffic in the spring and summer than now, so they will evaluate then.

On a unanimous roll call, motion passed 9-0.

B. Request for No U-Turn sign request at Market St. Extension and Nobles Island

Parking Director Ben Fletcher commented that this was another citizen request. The picture shows where the U turn would be located. They need to discuss whether or not it is warranted.

Public Works Director Peter Rice commented that it was unclear on how big of a problem this really was. There have been no prior complaints about this. Public Works Director Peter Rice had not reviewed the MUTCD requirements about when it is appropriate. They needed to do more research to understand how big of a problem this was and when a U-turn was warranted.

Harold Whitehouse questioned if any part of that road was State controlled. Public Works Director Peter Rice responded that it was not.

Parking Director Ben Fletcher commented that they do have traffic counts for that area already. They can add a camera to observe how many U-turns are happening.

Public Works Director Peter Rice moved to have Staff research and report back with regard to traffic data, accident data, standard parameters for disallowing U-turns, seconded by Harold Whitehouse.

Mark Syracusa commented that a lot of people heading outbound realize that they don't want to go all the way down, so people make illegal moves.

Erika Wygonik commented that a warranted U-turn may be based on crash history.

Steve Pesci commented that unless there have been accidents there in the past, then they should keep the U-turn as long as there is engineering capacity. It would be good to have that flexibility if it can be maintained safely.

On a unanimous roll call, motion passed 9-0.

C. Request for 4-way Stop at the Intersection of State Street and Union

Parking Director Ben Fletcher commented that this as another citizen request. The requesting party believes it would be beneficial to have a 4 way stop here.

Erika Wygonik moved have Staff study and report back with regard to traffic volumes, layout and industry standards, seconded by Public Works Director Peter Rice.

Harold Whitehouse questioned if they should add a timeframe for the report back. City Manager Karen Conard responded that they currently had limited staffing resources so, they would work as fast as possible. Public Works Director Peter Rice added that they were working with a contract engineer right now. This would require a warrant evaluation and they would have to collect traffic counts. This will take a few months.

On a unanimous roll call, motion passed 9-0.

D. Request to add LED Accent Lighting to New Stop Signs on Banfield Road

Public Works Director Peter Rice moved to approve and install four (4) LED-Accented Stop Signs on Banfield Road, seconded by Mary Lou McElwain.

Public Works Director Peter Rice commented that this proposal was brought forward by DPW after looking at the new stop signs along Banfield Rd. and the crash history in the area. People are not aware of the stop signs as they are going down the road. The LED lighting will help bring awareness.

Police Captain Mike Maloney commented that the Police Department would see this as a benefit. People are running these new stop signs in excess of 25-30 mph. City Manager Karen Conard questioned how many stop signs this would apply to. Public Works Director Peter Rice responded four.

Harold Whitehouse questioned how they would be powered. Public Works Director Peter Rice responded that they would be solar powered LED lights.

Erika Wygonik suggested adding a sign about a new intersection control ahead. It might be good to put up a temporary sign to alert people.

Mark Syracusa questioned if the word new was effective on the stop signs. Police Captain Mike Maloney responded that they were effective and working in the sense that the stop sign is clearly visible. People have been driving the street 20-30 years and are not used to stopping. Public Works Director Peter Rice added that the word "new" is on there to tell people that it hasn't always been there. It's not a traffic control element; it's informational.

Steve Pesci commented that he supported introducing the LED signs. However, they should use them judiciously and develop a threshold for appropriate use because of the cost. They should not have these all over town. Public Works Director Peter Rice responded that this decision came down to police monitoring and accidents. That was the justification to add it.

Erika Wygonik suggested that they could add the LED for a medium-term duration then move them to another part of the City after people got used to it. Public Works Director Peter Rice did not agree because it would be problematic. If they were doing a temporary sign, then it should be separate from the stop sign.

On a unanimous roll call, motion passed 9-0.

VII. OLD BUSINESS

A. Confirmation of formation of Sub committee to study Portsmouth Street Inventory and make speed limit recommendations. (NB 11.16.21)

Public Works Director Peter Rice commented that they were concerned that they forced this through without confirming if Erika Wygonik and Steve Pesci were interested in participating in this. Staff can take the lead or support them in this effort.

City Manager Conard commented that staff should come up with the initial plan and then consult Erika Wygonik and Steve Pesci.

Erika Wygonik confirmed that she would be happy to participate and support the effort. Public Works Director Peter Rice confirmed that staff would put the plan together and take the lead. Then they can report back. Steve Pesci agreed that he would be happy to participate and work with staff.

City Manager Conard commented that they could form a subcommittee to review what staff comes up with. Public Works Director Peter Rice noted that it would be better to start this as a working group and report to the committee in a public format after some work has been done.

City Manager Karen Conard moved to have Staff work to develop a draft Portsmouth Street inventory, share it with a working group, the byproduct of which will come to before PTS Committee for consideration, seconded by Mark Syracusa.

Steve Pesci noted that there were a couple items about minimum speed limits going through the legislature right now. They should keep an eye on that.

On a unanimous roll call, motion passed 9-0.

B. Request for RRFB at the Intersection of South Street and Broad Street (NB 11.16.21)
Sample Motion: Staff to Place Traffic Camera in Spring 2022 and Report Back

Public Works Director Peter Rice commented that this was just informational. There was no motion needed for this.

Harold Whitehouse commented that they talked about putting in a blinking light at the corner of Broad St. and South St. but those are not effective. Harold Whitehouse questioned if raised pavement would be more effective. Public Works Director Peter Rice responded that the issue wasn't speeding as much as pedestrian crossing visibility. A raised table would not address that concern. It was not a blinking light that was proposed. It was an RRFB.

Steve Pesci commented that this falls into the category of being judicious about introducing electronic signage in the City. This looks like a safe crosswalk. It will be good to see a report back.

VIII. INFORMATIONAL

A. Monthly Accident Report from Police

Police Captain Mike Maloney commented that there were 70 crashes total and 40 in the month of November. They are tacking around average.

Harold Whitehouse questioned if they could stencil the words "look up" in the crosswalk to encourage people to look up from their phones and be aware of the cars. Public Works Director Peter Rice responded that there were very specific things that they can and cannot put in the crosswalk, so it may not be possible. Harold Whitehouse questioned how they could educate people to look up. City Manager Karen Conard responded that it was just common sense.

B. Bike and Vehicular Traffic Data

Parking Director Ben Fletcher commented that the counts were considerably higher and closer to the 2019 numbers in both Noble's Island and the South St. locations.

C. Middle/Miller Street presentation by Derek Caldwell from Sebago Technics 12.9.2021

Traffic Engineer Derek Caldwell and Project Manager Brad Lyon from Sebago Technics spoke to the redesign proposal for this intersection. Mr. Caldwell commented that the purpose of the project is to modernize the signal and increase mobility for vehicles, pedestrians, and bikes. The intersection is at Middle St., Miller Ave., and Summer St. Today the four-way signal operates on a fixed time setting. There is no detection for vehicles, so the signal runs regardless of the vehicle demand. The existing pedestrian crossings will be maintained, and the curb ramps will be upgraded. There are no separate bike facilities out there today. The concept designs show opportunity for a more formal bike lane. There is no emergency vehicle preemption today, and this design will incorporate that. Today there is one traffic signal on a mast arm and the rest are on posts. Overhead traffic lights are better for visibility. Traffic volumes are based on traffic counts taken this past summer and adjusted for Covid. Middle St. had the major movement and northbound had the highest. Miller Ave. had a heavy right turn movement. The first option would maintain the existing lane configuration. One change would include new signal equipment and they would implement a left turn green arrow to allow for a protective left from Middle St. to Miller Ave. This option would also pull the curb lines to create a shorter pedestrian crossing and defined bike lanes. The other alternative would put in a left turn on both Middle St. approaches. For both alternatives all signal equipment will be replaced at the intersection and there would be curb reconstruction to meet ADA compliance. The exclusive crosswalk pedestrian phase will be maintained. If they keep only one lane in each direction for option 1, then there will be excess shoulder space. That would give the opportunity to create a defined bike lane too. The concern with this configuration is that there would not be a defined turn lane for the protective left onto Miller Ave., so the protective phase would come up each cycle. It could be turned off for certain times. The benefit of this layout is that the on street parking can pretty much remain the same. The second option would have a dedicated left turn on Middle St. in both ways. The curb lines would stay the same. They can put in some form of bike lanes, but it comes at the expense of on street parking. This provides protected phasing for left hand turns and an area to queue up. Operationally the intersection would be more efficient. The turn lane would only activate if a vehicle was there to turn. The left turn lane onto Summer St. would not have as high of a volume, but they would have to mirror the left lane on both sides. The vehicle capacity analysis outlines the level of service. The option without a dedicated left turn shows that the northbound approach would suffer. The second option has a better level of service. Today cars can bypass a vehicle. That may not be an option if the curb lines are brought in. There would be 20

spaces to the south and 7 to the north of the intersection with option 1. The second option would have 6 on street parking to the south and 4 spaces to the north.

Public Works Director Peter Rice commented that this presentation was the start of a public discussion. The intent was to bring this to the Committee then they will have a public input discussion. This will come back to the Committee with a recommendation after that. The goal of today was to get any feedback.

Harold Whitehouse commented that people were complaining that the current ADA mats get slippery. Derek Caldwell responded that the panels are required. The material of them can be different. Plastic can be more slippery. Brad Lyon commented that the mats were required to let blind people know they were entering traffic. They can steepen the slope while staying ADA compliant to help make sure water slides off before freezing.

Mary Lou McElwain commented that this project was a long time coming. This intersection is very unsafe and needs major changes. The no turn on red signs should remain. They should not lose any parking spaces.

Steve Pesci questioned if there was a possibility of a hybrid that would allow the southbound side of Middle St. to have a dedicated left turn only lane. Option two doesn't quite fit the neighborhood. It is important to look at the level of service and account for pedestrian safety with the shorter crosswalks. Derek Caldwell responded that if they provided a left lane for the south, then they would have to mirror it on the other side in some fashion on the northbound side. It could be a painted island. Steve Pesci commented that option one was a better fit at this point.

Erika Wygonik agreed with Steve Pesci's comments. It will be good to upgrade the signal. The protected left should have its own lane. It would be good to look at a hybrid that could have a taper and save some parking. Pedestrian safety is important. Improving the intersection to help facilitate bike lanes is an important factor. The level of service results are reasonable.

Mark Syracusa questioned when the public session was. Public Works Director Peter Rice responded that it was not scheduled yet, but it will be advertised. Mark Syracusa commented that it is important to notify abutters because parking would be impacted. Public Works Director Peter Rice agreed. They would not make changes without informing abutting properties.

City Manager Karen Conard questioned when the last time this intersection was comprehensively studied. Public Works Director Peter Rice responded that 15

years ago they made effort but had an issue with easements. They were unable to move forward. That has been resolved now.

Mark Syracusa questioned if there was an increase in accidents in that intersection. Police Captain Mike Maloney responded that there was not.

Mary Lou McElwain commented that they need to consider the bus and emergency routes at this intersection.

Erika Wygonik commented that they should try to pull the curbing in to better align Miller Ave. and Summer St. as much as possible.

D. Bartlett St public meeting review presentation, by Staff Engineer Tyler Reese

Tyler Reese commented that staff had a public input session with the residents of Bartlett St. for planned improvements. Bartlett St. is in need of a full roadway reconstruction and replacement of underground utilities. They are in the fact finding and data collection phase and seeking input from PTS as well as the community. Bartlett St. has substandard crosswalks and sidewalks. The speed on Bartlett St. is 29 mph for the 85^{ht} percentile and the average was 25 mph. This project will try to bring the speeds more in line with posted 20 mph. The pavement on Thornton St. is fair but the lane widths are wide. That can lead to speeding. Narrowing the lane width will help to reduce speed through the intersection. Morning St. is a quiet low volume street, and the pavement will be resurfaced. There are three potential layouts that were presented to the public for comment. These improvements for Bartlett St. would go from the Thornton St. intersection to the Woodbury Ave. section. The other section of Bartlett St. has further constraints and will remain largely unchanged. Option 1 is similar to Dennett St. It will create 2 marked lanes and parking on both sides of the road. That is how Bartlett St. is currently, so it is the no build option. Option 2 is similar to Aldrich Rd. There would be two designated lanes of travel and parking on one side. That would be a reduction in parking from the existing condition. Option 3 would be an alternate yield similar to Cass St. This option would slow traffic and push cars to use Cate St. Lower Bartlett St. will remain largely unchanged, but they will add a sidewalk on the eastern side. Thornton St. will remain largely unchanged with the addition of delineated parking on one side of the street. Morning St. will be largely unchanged. Because it is a low volume and speed street, the residents did not feel that sidewalks were necessary. There was a large amount of public interest on lowering traffic volume and speed on Bartlett St. There was a large interest in adding more trees and greenery and pedestrian improvements on Bartlett St. The public preferred option 3. The yield traffic model will slow speeds and discourage traffic. There are valid concerns about using this design on a high-volume road. It may not work correctly. There is a

COAST bus stop on the street that may cause difficulties as well. There is emergency vehicle access concern as well.

Steve Pesci commented that the public meeting was well run and there were good comments. They should look at any 2021 volume or speed data they have after Hodgson Way was opened. That would be important data to consider. Bartlett St. is an important arterial street, and it will remain that way. The public positively received option 3 but Steve Pesci's professional opinion was that it was not workable for the volume of the street. There are two transit systems that use that corridor. Steve Pesci questioned where the plans would be posted for the public to view. Public Works Director Peter Rice responded that it would be posted at the DPW and on the web site.

Erika Wygonik questioned how many people were currently parking on Bartlett St. Public Works Director Peter Rice did not have an exact number, but it is congested. Erika Wygonik commented that the yield wouldn't work if there was not enough on street parking demand. Public Works Director Peter Rice commented that they would monitor that.

Fire Chief Todd Germain commented that option 3 was less desirable from an emergency response perspective. It is hard to get vehicles down Cass St. especially in the winter. If option 3 is the design, then they will need to work with engineers to get some concession on the width. It is not an often traveled route emergency response.

Police Captain Mike Maloney agreed that option 3 was not his first choice because of the traffic volume on the street. It works on Lincoln Ave. because it is low volume. It doesn't work as well on Cass St. because there is more volume.

Public Works Director Peter Rice commented that this was the start of the discussion. They have not evaluated the possibility of improving intersection safety by potentially creating one-way streets. There are a number of streets where it is dangerous coming out onto Bartlett St. It may make sense to look at making some of them one-way streets. That would be well vetted through the public and this Committee before it happened. The neighborhood wants wider sidewalks and more amenities. Given the width of the road option 3 is the only way to accommodate that. It is not great to take a high-volume road and choke it down to a yield. They need to look at traffic data and functionality. There could be an option to pilot something to see how it works before making a permanent change.

Steve Pesci commented that they could consider making a three way stop at Pine St. and Bartlett St. That was raised at the public session.

Erika Wygonik commented that it looked like total paved area was similar between options 2 and 3. That gives flexibility parking demand and switching between the two options if option 3 is not working. Erika Wygonik noted that it looked like there was an extra 4 feet of space on the side and questioned what the plan was for that. Public Works Director Peter Rice responded that this was just a rough design to present some initial options. A 6-foot sidewalk is the minimum and additional green space for a buffer is good.

Harold Whitehouse commented that these streets were designed in the horse and buggy days and sometimes a change they want is not practical.

Public Works Director Peter Rice commented that they will take this feedback and apply it to the proposal. This will come back with an updated presentation in the upcoming months.

E. Borthwick Update: East Coast signal will be onsite at the Intersection of Borthwick and Rte 1 Bypass around Christmas to install the wiring. The new Mast Arms/Signals and Cabinet are due to be installed between Jan 15th and the 21st.

City Manager Karen Conard requested an update on the Borthwick Ave. item.

Public Works Director Peter Rice responded that they were out there for wiring and the mast arm installation was scheduled for next week.

IX. MISCELLANEOUS

A. NPP Letter from Liz Bratter

Public Works Director Peter Rice moved to place the letter on file, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

Public Works Director Peter Rice moved to place on February New Business Agenda, seconded by Harold Whitehouse. On a unanimous roll call, motion passed 9-0.

X. ADJOURNMENT

Public Works Director Peter Rice moved to adjourn the meeting at 9:30 a.m., seconded by Mark Syracusa. On a unanimous roll call, motion passed 9-0.

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_bFS4wpRlSeCWhwnzvkjI6w

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:00 A.M. – February 3rd, 2022
Conference Room A

PRESENT: City Manager Karen Conard (temporary Chair), Public Works Director Peter Rice

Members: Mary Lou McElwain, Steve Pesci (Zoom), Fire Chief Todd Germain, Police Captain Mike Maloney, Erica Wygonik, Councilor Andrew Bagley

CITY STAFF: Parking Director Benjamin Fletcher

ACTION ITEMS FOR CITY COUNCIL

- None

1. **Financial Report**: Accepted and placed on file Financial Report dated December 31, 2021

2. **Public Comment Session**: There were five speakers: Liza Hewett (speeds on Middle); Ken Goldman (Cornwall and Rockingham both one way in same direction – pls consider switching one); Johnathon Sandberg (Cate/Bartlett observations); Robin Rousseau (staff on PTS; ADA compliance); Jess Lozan (271 Austin – Restrict Parking)

3. **Request for Reduced Parking Across from 273 Austin Street**: **Voted to** have Staff measure dimensions and report back with options

4. **Request for Discussion on Times of Future PTS Meetings**: **Voted to** move regularly-scheduled Thursday meetings to 8:30am, and choose up to two times annually to switch to evening meeting to enable public input on larger-scale items

5. **Request for Additional Parking Signage at 21 Brewster**: **Voted to** table this item and place on file

6. **Request to add RRFB System at Dennett and Maplewood**: **Voted to** have staff place traffic camera and collect data starting 4.15.22

7. **Discussion on Traffic Graphs: Voted to** have Staff work to develop recommended data reporting as the 2019/2021 comparison comes to an end.

8. **Citizen Letter received 1.6.22 re: Woodbury Speed Assessment and Calming**: **Voted to** place on file

9. **Monthly Accident Report from Police**:
   Informational; no action required

10. **Bike and Vehicular Traffic Volume Data**:
    Informational; no action required

11. **Adjournment**: 09:27am **Voted to** adjourn

Respectfully submitted by: Benjamin Fletcher

PARKING and TRAFFIC SAFETY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:00 AM **February 3rd, 2022**

MINUTES

I. CALL TO ORDER

City Manager Conard called the meeting to order at 8:00 a.m.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley
Vice Chairman Steve Pesci (via Zoom)
City Manager Karen Conard
Public Works Director Peter Rice
Fire Chief Todd Germain
Police Captain Mike Maloney
Mary Lou McElwain
Erica Wygonik (Alternate)

Absent
Mark Syracusa
Harold Whitehouse

City Staff Present:
Parking Director Ben Fletcher

Public Works Director Peter Rice moved to bring agenda item 6a forward, seconded by City Manager Conard. On a unanimous roll call, motion passed 8-0.

Public Works Director Peter Rice moved to nominate Councilor Andrew Bagley for Chair, seconded by City Manager Karen Conard. On a roll call vote, motion passed 7-0-1. Councilor Andrew Bagley abstained.

Public Works Director Peter Rice moved to nominate Steve Pesci for Vice Chair, seconded by City Manager Karen Conard.

Mary Lou McElwain commented that the position should be defined because they haven't had a Vice Chair recently. Public Works Director Peter Rice commented that the role would be to act as Chair and facilitate the meeting if the Chair is absent.

Councilor Andrew Bagley noted that he requested a Vice Chairman because he travels for work, so it would be appropriate to have a backup. It will also be good to have someone who has been on the committee for a while to provide that institutional knowledge as a support. Mary Lou McElwain agreed.

Steve Pesci commented that he was happy to step in and help the Committee.

On a roll call vote, motion passed 7-0-1. Steve Pesci abstained.

III. FINANCIAL REPORT

Parking Director Ben Fletcher commented that the year is 50% over and 62% of the budget funds are in. Most of the line items are ahead of schedule and if they are not ahead, then they are right on schedule.

Public Works Director Peter Rice moved to accept the Financial Report dated December 31, 2021, and place it on file, seconded by City Manager Karen Conard. On a unanimous roll call, motion passed 8-0.

IV. PUBLIC COMMENT (15 MINUTES)

Liza Hewett of 726 Middle Rd. commented on the speeds on Middle Rd. Ms. Hewett came before the Committee in 2020 and requested that the speed limit be lowered to 25 mph as well as other traffic calming measures be put into place. No action was taken, so she submitted a petition to lower the speed limit to 25 mph. The City decided to pilot traffic calming measures that were put in last spring. There was not a review of the traffic calming measure success before they were removed for winter. It looks like the traffic calming for Middle Rd. was pushed to 2026 in the CIP. Cars travel this road with speeds over 40 mph. No speed on residential roads should be over 25 mph. Ms. Hewett has been told that this is an arterial road, and 30 mph is appropriate. This is a neighborhood. There are other gateway roads that are 25 mph. It is understood that they are studying the speed limits in the City and coming up with a plan. Middle Rd., Islington St., and Sagamore Ave. should be 25 mph.

Public Works Director Peter Rice clarified that the traffic calming was not pushed to 2026. It is slated for 2023. It was slated for 2024 in the CIP last year, but was pulled forward to 2023 for this CIP. The City's Traffic Engineer left, so they are understaffed. Additional data has been collected. The City is not ignoring this request.

Ken Goldman of 271 Islington St. commented that he lives between Cornwall St. and Rockingham St. Today they are both one-way streets going in the same direction. It would be convenient for the people who live there to have one go one way and the other go the other way. Mr. Goldman requested that the Committee consider making that change.

Johnathon Sandberg of 160 Bartlett St. commented on the Cate St./Bartlett St. intersection. A lot of improvements could be easily made. The stop bar coming from Cate St. is after the crosswalk. The cars block the crosswalk when they are stopped there. The slip lane coming up Bartlett St. is unsafe. They are for emphasizing flow over safety. They are not common in the City. The slip lane is preventing queuing, but it is sacrificing safety. Cars should take a hard right instead of a soft right.

Coming down Bartlett St. the road is three lanes wide. That is unnecessary because almost no cars turn right there. The road could be changed to better accommodate pedestrians or bikes. 105 Bartlett St. won the appeal, so it will be developed and they will create the path along North Mill Pond. That creates an opportunity to connect Cate St. to this trail. It would be best to create a multi-use path up the road and create a crosswalk at the driveways instead of having people make a crossing at Cate St. and then Bartlett St.

Robin Rousseau of 90 Fleet St. commented that she was shocked that City management had voting positions on this Committee and requested that Chairman Bagley look into if that was appropriate. Ms. Rousseau commented that Portsmouth was not in compliance with parking privileges for those with handicap placards. In October there was a parking change with a three-hour limit for those with handicap placards. The RSA says they should have double the time limit that a regular vehicle would have. The City should change that rule immediately and issue any refunds to those who were impacted. This Committee should meet on a weeknight and not at 8 a.m. on a weekday. Ms. Rousseau requested that Market Square neighborhood be next in the permit parking pilot programs.

Jess Lozan of 273 Austin St. commented that she measured the width of Austin St. and it is 17 feet wide. [A Chevy] Tahoe is 7 feet. That gives them less than 10 feet to make any car switch arounds. It is understood there are a lot of small streets in Portsmouth but not all of them have parking. Ms. Lozan's neighbor suggested adding a sign that says "do not block driveway" which would prevent losing any parking. It may be good to add paint too. It would be helpful to add a notification device to prevent cars from blocking the driveway.

Michael Millikan of 284 New Castle Ave. commented on the traffic calming on Middle Rd. In 2019 Mr. Millikan had a conversation with Eric Eby about New Castle Ave. because there was a lot of speeding. That justified a speed limit feedback sign, which has been helpful. However, Eric Eby also said that New Castle Ave. is an arterial road and was not eligible for traffic calming beyond a speed feedback sign and enforcement. Mr. Millikan requested clarification on what arterial routes were in Portsmouth and what traffic calming they were eligible for.

Chairman Andrew Bagley closed the public comment session.

V. SITE VISITS

273 Austin Street; Tuesday, February 1st, 8am

Chairman Andrew Bagley commented that City Officials and Committee Members were present to evaluate the site and gave credit to the City for that level of involvement. Residents may not always be happy with decisions that at made, but this shows the level of care, effort, and communication this City takes pride in.

Public Works Director Peter Rice commented that they have looked at the site a couple times before and they understood the challenge of navigating a narrow driveway and street. The question comes down to a balance of access and parking. The setbacks show there is room for one parking spot. One option is to put in a painted triangle across the street from the driveway to prevent parking there. Another option is putting up a "do not block driveway" sign. The last option would be to stripe out the

spot and add signage saying do not park at the stop sign or driveway. There was not a consensus at the site walk.

Vice Chairman Steve Pesci commented that the triangle would address the majority of concerns. They have to balance the convenience of the private property owner with the public right to park in legally designated areas. The hope is that the staff would work to create a compromise without putting up a lot of signage.

Vice Chairman Steve Pesci moved to have Staff measure dimensions and report back with options, seconded by Public Works Director Peter Rice.

Mary Lou McElwain agreed with Vice Chairman Steve Pesci and noted that it was important to hear from residents who were parking in that area as well.

Chairman Andrew Bagley commented they should send out abutter notices when they are ready to propose a change. It may be better received if people are notified.

Public Works Director Peter Rice amended the motion to include abutter notification, Vice Chairman Steve Pesci agreed to the amendment.

On a unanimous roll call, motion passed 8-0.

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Election of Chair and Vice Chair

This was addressed at the beginning of the meeting.

B. PTS Schedule Discussion **Sample Motion: Discuss options for upcoming calendar**

Chairman Andrew Bagley commented that 8 a.m. was hard for people to attend. An afternoon meeting may be easier for City Staff and the public to attend. They can have special meetings, for example a neighborhood parking meeting, in the evenings to allow for even more attendance.

Mary Lou McElwain commented that there was not an ideal time. They have done afternoon meetings before, and the attendance was not different. This is the start of the staff's day, so it is easier for them to attend.

Erika Wygonik agreed that there was not an ideal time. 8 a.m. is tricky but she appreciated that it was at the beginning of the day and at a time when children were occupied. 8:15 a.m. would be easier to do drop off and then come to this meeting. Occasional night meetings for particular public matters do make sense.

Vice Chairman Steve Pesci commented that the meeting should be either at the beginning of the day or the end of the day. 8 a.m. can be a little stressful to make family logistics work, so 8:30 may work better.

Chairman Andrew Bagley commented that it was important to have the Fire Chief and Police Captain attend and requested their feedback.

Fire Chief Todd Germain commented that he had a conflict in the evening on the first Thursday of the month. Any other time during the day would work.

Police Captain Mike Maloney commented that evenings could be tricky, but if he could not attend someone else from the police force could. These meetings can run 1-2 hours. If they start in the afternoon, then they can run into the early evening.

City Manager Karen Conard commented that member Mark Syracusa wrote in that the afternoon was his preference. City Manager Karen Conard added that City Staff would make themselves available for the meeting.

Chairman Andrew Bagley commented that the consensus seemed that a morning meeting at 8:15 or 8:30 was preferred. It's unrealistic to schedule every meeting in the evening because of staff requirements and other City meeting conflicts. However, they could consider having a couple regular meetings a year in the evening.

Mary Lou McElwain commented that they do have Zoom capabilities, so the public can participate that way as well.

Erika Wygonik moved to move regularly-scheduled Thursday meetings to 8:30am, and choose up to two times annually to switch to evening meeting to enable public input on larger-scale items, seconded by Public Works Director Peter Rice. On a unanimous roll call, motion passed 8-0.

C. 273 Austin Street- Request for Reduced Parking Across from 273 Austin

This was addressed under the site walk agenda item.

D. 21 Brewster Street- Request for improved parking signage to denote only one available space (as painted)

Parking Director Ben Fletcher commented that this was a space that sometimes houses two vehicles but it is only striped for one. It is difficult for people to see that when the snow is on the ground, so people will double park. There is a request to put in signage to prevent double parking.

Public Works Peter Rice commented that he was concerned about additional signage on a tight sidewalk. The snow removal and paint on the road should be adequate to show there is only one parking spot. This is a single parking space in the ordinance. There is no

additional action needed by the Committee. If staff finds that signage is needed after observing it, then staff can take that action.

Public Works Director Peter Rice moved to table this item and place it on file, seconded by Mary Lou McElwain.

Mary Lou McElwain commented that when residents have a request like this, they should come to the meeting to discuss it. That would help to provide some additional background to the Committee.

Erika Wygonik commented that this comes up frequently. It is understood that they don't want additional signage, but the public may not be as familiar with parking setbacks. It may be helpful to put messaging on the City's social media to remind the public about the requirements.

Vice Chairman Steve Pesci agree with Erika Wygonik and commented that signage can become a long-term maintenance issue. As long as the paint is on the ground, then awareness should be there.

On a unanimous roll call, motion passed 8-0.

Public Works Director Peter Rice commented that they would have staff and enforcement observe that area.

E. Request for RRFB at Dennett and Maplewood

Parking Director Ben Fletcher commented that this was a neighbor request. Typically, they put out a camera to monitor foot traffic. There are guidelines that show when an RRFB is warranted. This discussion should be about what timeframe would be appropriate to put this out. The numbers in the spring and summer may be more active than putting a camera out now.

Vice Chairman Steve Pesci moved to have staff place traffic camera and collect data starting 4.15.22, seconded by Mary Lou McElwain.

Vice Chairman Steve Pesci commented that they have talked about setting up criteria around when to install an RRFB in Portsmouth, and hopefully this will help facilitate that.

Chairman Andrew Bagley commented that these started appearing a few years ago and it seems like a lot of people have been requesting these. It would be good to have a set of criteria to guide them to prevent oversaturating the City with these. Parking Director Ben Fletcher confirmed that they would include the existing guidelines in the presentation when this comes back.

Public Works Director Peter Rice commented that they will present that information to the Committee and post it to their web site. There is a lot more than pedestrian counts with this intersection. Sight lines are part of the consideration. An RRFB does increase visibility,

but it does not automatically make this a safer crossing. This intersection needs to be viewed as a whole. Staff will look at this more thoroughly and report back.

On a unanimous roll call, motion passed 8-0.

VII. OLD BUSINESS

None

VIII. INFORMATIONAL

A. Monthly Accident Report from Police

Police Captain Mike Maloney commented that December had 99 total crashes and 71 of those were reportable. There were no accidents that involved pedestrians or bikes. A reportable crash is when the damage is $1,000 or more. Last month's meeting there was talk about crash data at Market St. at Noble's Island involving a U-turn. In the past 5 years there were no accidents at that intersection resulting from a U-turn. There was discussion about putting in a 4 way stop at State St. and Union St. In the past 5 years there were no reportable crashes at State St. and Union St.

Chairman Andrew Bagley commented that the City was about to undergo a project on Union St. Public Works Director commented that it was about a year out.

B. Bike and Vehicular Traffic Data

Parking Director Ben Fletcher showed the traffic data for Market St. and Noble's Island. It has a typical down curve for winter. The numbers compared to last year are significantly higher. The data from South St. and Middle St. showed that the numbers were becoming similar to the 2019 numbers. It may or may not make sense to continue to show this report.

Public Works Director Peter Rice commented that they would continue to collect the data, but the Committee can decide if they want to continue to see this report. Parking Director Ben Fletcher commented that they could continue to show it monthly or pull a specific date range.

Erika Wygonik commented that she liked seeing the report. It is helpful to see where they compare to 2019. They can just say a percentage on how they compare to 2019. Parking Director Ben Fletcher commented that they had parking data that can speak to that as well. They have daily data to show where traffic is for parking as well.

Public Works Director Peter Rice commented that Staff will work to develop recommended data reporting as the 2019/2021 comparison comes to an end.

C. PTS Action Items

Vice Chairman Steve Pesci questioned where they were on the Bartlett St. and Hodgson Way intersection work. Public Works Director Peter Rice responded that the stop bar and

crosswalk were going to be relocated. The engineering reports and reviews have continued to show the value of the slip lane. The area as configured is not final there will be additional signage and crosswalk adjustments to improve visibility. It will be completed in the spring.

Vice Chairman Steve Pesci commented that they had talked earlier about setting up a group to discuss speed limits in the City, and questioned if it was appropriate to set up a work group to discuss this before bringing it to the Committee. Parking Director Ben Fletcher responded that they have a presentation planned for the March meeting and will continue to move forward from there. Public Works Director Peter Rice added that staff was more than willing to include a working group discussion prior to that meeting. The City's web site has good information around complete streets program. There is a lot of good documentation there for anyone to review. They are living documents that need to be brought up to speed, and they warrant a revisit.

Parking Director Ben Fletcher presented a spreadsheet of the PTS open action items that they keep to help ensure that projects stay in queue.

Chairman Andrew Bagley questioned if they should make this available on the web site. Public Works Director Peter Rice responded that it was accessible online because it is in the meeting packet. It would make sense to add a column explaining why something may get dropped off or delayed. Parking Director Ben Fletcher confirmed they would continue to make it available.

IX. MISCELLANEOUS

A. Woodbury Traffic Calming Request Letter Submitted 1.6.2022

Parking Director Ben Fletcher commented that this was from a resident that came in to speak about traffic calming on Woodbury Ave. at the last meeting, and she requested that this be entered into the record.

Public Works Director Peter Rice commented that this was a project that they have been working on. They are preparing to take action this summer and have identified a number of locations for speed tables. They will continue to collect data as they move forward. The area has not been ignored.

Public Works Director Peter Rice moved to place the correspondence on file, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 8-0.

Mary Lou McElwain commented that she was concerned about the skateboard park and 105 Bartlett St. and the impact that they will have on traffic. The biggest concern is access and egress to the skateboard park. This should be put on the agenda, and they should discuss whether a traffic study is warranted.

Public Works Director Peter Rice responded that it was not the purview of this Committee to be directing those types of studies to be done. There is a Technical Advisory Committee that does those reviews. The changes and configurations of that roadway are acceptable to

come back to this Committee for input. There are traffic studies being done for those projects. The 105 Bartlett St. should have been completed already and should be part of public record.

Mary Lou McElwain commented that she was concerned about access to skateboard park. Public Works Director Peter Rice responded that they have not entered the design phase for that yet. The concern is noted and there are studies being done for that project. Mary Lou McElwain questioned if that study could come to this Committee.

Erika Wygonik commented that a development has to get approval from the Planning Board and typically a traffic study is part of that approval especially if it is a larger development. Erika Wygonik questioned what the best way was for them to be interact with that review and approval. One option would be to speak as private citizens in the public hearing. Another could be to try to create a formal relationship with the Planning Board and this Committee for those items. It does not make sense to have two different Boards review the same thing separately. The City already has a mechanism to review traffic studies through the Planning Board. Erika Wygonik questioned if the skate park would go through the Planning Board process. Public Works Director Peter Rice responded that they have not completed the design for this project yet, but they will most likely have to go through the Planning Board process.

Erika Wygonik questioned if it would be helpful to have an alert on the agenda for items to pay attention to. The question is how they can best support the Planning Board with their knowledge of traffic and safety. Mary Lou McElwain agreed. Sometimes they get a resident's perspective who may not have shown up at a Planning Board Meeting.

Chairman Andrew Bagley commented that this Committee addresses problems as they came up and set the rules of the road. The Planning Board is a quasi-judicial Board. If this Committee feels the Planning Board is approving things that are unsafe, then they should address the policy. They should not be looking at individual projects as a Committee, but they can speak as private residents. Mary Lou McElwain commented that she was trying to understand how to best give feedback when there are specific safety concerns. Public Works Director Peter Rice responded that the Chairman summarized it well. The concerns can be voiced as a private citizen. They receive referrals from the Planning Board when changes to the ordinance are required. The individual projects already have a mechanism to review traffic impact.

City Manager Karen Conard added that there was overlap by City Staff on the Boards. It may make sense to provide updates by staff under miscellaneous.

Public Works Director Peter Rice commented that they would be coming before this Committee next month to talk about the Bridge St. Lot because they will be removing parking spaces. It has tree impacts as well and will need to go to the Tree and Greenery Committee. It does not trigger the land use process because it is an existing space. Mary Lou McElwain noted that as a resident it was confusing to figure out which Board has the final say and where to express concerns.

Vice Chairman Steve Pesci commented that contrary to public opinion they heard, it is important to have City Staff on the Committee because they are a liaison to other Committees. A project specific review is a Planning Board purview.

Chairman Andrew Bagley commented that in public comment there was concern about having City Staff as voting members. That is allowed under the ordinance, and it would be hard to make decisions without their expertise on the City and traffic.

X. ADJOURNMENT

City Manager Karen Conard moved to adjourn the meeting at 9:27 am, seconded by Mary Lou McElwain. On a unanimous roll call, motion passed 8-0.

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_rCwDO7_ORMy4lW9MrVn1YQ

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – March 3rd, 2022
Conference Room A

PRESENT: **Members**: Mary Lou McElwain, Steve Pesci, Mark Syracusa, Erica Wygonik (z), City Manager Karen Conard, Police Chief Mark Newport, Fire Chief Todd Germain, Chairman Andrew Bagley

(z): Zoom Attendee

City Staff: Parking Director Benjamin Fletcher, Traffic Engineer Eric Eby, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

- None

---

1. **Financial Report**: Accepted and placed on file Financial Report dated January 31, 2021

2. **Public Comment Session**: There were four speakers: **Liza Hewitt**: speeds on Middle Road; **Rick Becksted**: speed limits throughout Portsmouth, Islington Street and Jewell Court intersection; **Pat Bagley(z)**: make Washington street one-way; **Ken Ferrer(z)**: speeds on Islington

3. **Request for 'Do Not Block' painting/signage at Islington Street and Jewell Court**: **Voted to:** have Staff study the intersection with traffic camera and make recommendations at future meeting

4. **Request for Speed Assessment at 5 Osprey Road**: **Voted to:** have Staff review available data and report back at future meeting

5. **Request for Speed Assessment on Harding Road**: **Voted to:** have Staff continue speed analysis in June or July, 2022, review available data and report back at future meeting

6. **Monthly Accident Report from Police**:
   Informational; no action required

7. **Bike and Vehicular Traffic Volume Data**:
   Informational; no action required

8. **Announcement**: Middle Street Bike Lane Public Input Meeting Scheduled 3.10.22, 6:30pm Council Chambers

9. **Request for Abutter Notices for Middle Street Bike Lane Meeting**: **Voted to**: have Staff deliver notices door to door

10. **Announcement**: NPP Public Input Meeting Scheduled 3.16.22, 6:30pm Council Chambers
    Informational; no action required

11. **NPP Preliminary Survey Results**:
    Informational; no action required

12. **Update on Subcommittee on Speed Limits**:
    Informational; no action required

13. **Update on Reconfiguration of Raynes Ave. and Vaughan Street to One-Way**:
    Informational; no action required

14. **Update on Preliminary Schedule for Bridge Street Lot Reconstruction**:
    Informational; no action required

15. **Adjournment**: **Voted to** adjourn 09:37am

Respectfully submitted by: Benjamin Fletcher

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **March 3rd, 2022**

MINUTES

I. CALL TO ORDER

Chairman Andrew Bagley called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
- Chairman Andrew Bagley
- Vice Chairman Steve Pesci
- City Manager Karen Conard
- Fire Chief Todd Germain
- Police Chief Mark Newport
- Mary Lou McElwain
- Mark Syracusa
- Erica Wygonik (Alternate)

Absent
- Harold Whitehouse
- Public Works Director Peter Rice

City Staff Present:
- Parking Director Ben Fletcher
- Parking and Transportation Engineer Eric Eby

I. FINANCIAL REPORT

Parking Director Ben Fletcher commented that the year was 58% over, they had reached 70% revenue. They were optimistic that they would meet the FY 22 goals or finish ahead of them.

City Manager Karen Conard moved to accept the Financial Report dated January 31, 2021, and place it on file, seconded by Mary Lou McElwain.

Mary Lou McElwain requested more details on the HH pass reinstatement being at 194%. Parking Director Ben Fletcher commented that they had budgeted $500 and were sitting at over $900. The line item accounts for people who lose their pass or let it lapse. They need to pay to get it reinstated. City Manager Karen Conard questioned if they often went over the $500 mark. Parking Director Ben Fletcher responded that they budgeted $750 for next year.

On a unanimous roll call vote, motion passed 8-0.

II. PUBLIC COMMENT (15 MINUTES)

Liza Hewitt of 726 Middle Rd. commented that the subcommittee on speed limits appears to be using the complete streets design guidelines to evaluate speed limits. In the past Ms. Hewitt has been told that Middle Rd. is a gateway corridor, but in the guidelines, it is classified as a neighborhood connector street. There are 18 streets in Portsmouth in this category. Eleven have posted 20 mph signs and five have posted 25 mph signs. Islington St. and Middle Rd. are the only streets in that category with posted 30 mph signs. It is time to acknowledge the safety of the residents and lower the speeds to match the other neighborhood connectors. The City does not need to study this further to know lowering the speed limit is the right thing to do.

Rick Becksted of 1395 Islington St. commented that they should not put in a do not block sign at Jewel Court. Mr. Becksted drives that area many times a day and has seen a lot of accidents and close calls. Putting that sign in place would put lives at risk. It will provide a false sense of security. The City should reconsider. Mr. Becksted has lived on Islington St. for 39 years and it has always been 30 mph. The road changed 6-7 years ago when sidewalks were installed and it narrowed the road. This is a narrow delivery route with a lot of bikers and pedestrians. The speed limit should be 25 mph. Previously there was a NH law that didn't allow it to go below 30 mph, but now they can do 25 mph legally.

Pat Bagley(z) of 213 Pleasant St. commented that the City should consider making Washington St. between Court St. and State St. a one way road. Today it is a two-way road and cars can park at the top of the hill. It is physically impossible to be 2-way street with the parked cars. It is a standoff between a car at the top of the hill and one trying to turn on the road. The detour on Pleasant St. because of the outdoor dining has only increased the problem. It's a safety issue for everyone and this change would prevent accidents.

Ken Ferrer(z) of 915 Woodbury Ave. echoed the comments about the speed on Islington St. The City should put in more concrete traffic calming actions. Mr. Ferrer also agreed with the concern about Washington St. However, instead of making it one way they should remove the parking?

III. SITE VISITS

None

IV. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Request to add 'Do Not Block' signage and pavement markings at Islington Street and Jewell Court - **Sample Motion: Staff to assess entire intersection and make recommendations**

Parking Director Ben Fletcher commented that this was a public request. The pavement markings would clear traffic for Jewel Court to access Islington St. when there was a red light.

Mary Lou McElwain commented that this was extensively studied in the past so they should have some information about it already.

City Manager Karen Conard moved to have Staff to assess entire intersection and make recommendations, seconded by Mary Lou McElwain.

Parking and Transportation Engineer Eric Eby commented that they had the detour in place during the construction. They moved the stop bar back to allow a left turn onto Jewel Court from Islington St. It did work well during that time. The new signal has a camera, so it is easy to collect data. There were good points raised in the public comments on this as well. It is worth looking at this to see if they could make the intersection safer.

Vice Chairman Steve Pesci commented that when they look at the intersection, they should look at it on a macro level. Instead of looking at accommodating all the movements, they should look at how to make it safer. They may not need all the access points that are there today. Vice Chairman Steve Pesci questioned if the 'do not block' box would block both directions, or just the inbound. Parking and Transportation Engineer Eric Eby responded that it would just be for the inbound. TEC studied Jewel Court and Albany St, so they can review that report again.

Mary Lou McElwain commented that the Bahn Mi shop was moving this spring, so it is unclear what is happening with that building. Parking and Transportation Engineer Eric Eby commented that the whole intersection was difficult because everything was off set.

On a unanimous roll call vote, motion passed 8-0.

B. 5 Osprey Road: Request for Speed Assessment – **Staff Presentation of Speed Data**

Parking Director Ben Fletcher commented that this was a citizen request. The posted speed was 20 mph. The average was 22 mph and the 85th percentile was 27 mph. Parking and Transportation Engineer Eric Eby noted that the average of 22 mph was not significantly over the speed limit. They wouldn't be able to lower it any more than 20 mph based on this data.

Parking Director Ben Fletcher commented that there was also a question on the enforceability of 20 mph. Police Captain Mark Newport responded that if the speed limit is 20 mph, then they would enforce it. Police Captain Mark Newport was not familiar with the law changing so that they could go below 30 mph. If that is accurate, then they would enforce it. Parking and Transportation Engineer Eric Eby commented that the current state statute allows for the speed limit to be 25 mph if there is an engineering study to support it.

City Manager Karen Conard moved to have Staff review available data and report back at future meeting, seconded by Mark Syracusa. On a unanimous roll call vote, motion passed 8-0.

C. Request for Speed Analysis on Harding Road **Staff Presentation of Speed Data**

Parking Director Ben Fletcher commented that this was another citizen request. They did a quick study in October. Then added speed devices in two other places. The speed limit is posted at 20 mph. The three locations had an average speed of 21,23,22 mph and 85th percentile of 26, 28, 26 mph.

Mark Syracusa commented that this was evaluated in the winter. They should study this in the summer because the numbers may be different.

City Manager Karen Conard moved to have Staff continue speed analysis in June or July, 2022, review available data and report back at future meeting, seconded by Mark Syracusa. On a unanimous roll call vote, motion passed 8-0.

V. OLD BUSINESS

A. None

VI. INFORMATIONAL

A. Monthly Accident Report from Police

Police Chief Mark Newport commented there were 69 total crashes and 40 of them were reportable for January.

Mary Lou McElwain questioned if they had an idea of where most of the accidents were happening in the city. Fire Chief Todd Germain responded that a lot of them happened at the traffic circle. Chairman Andrew Bagley questioned if it was feasible to make a hot map. Police Captain Mark Newport responded that they may be able to do it with their current software. They are in process of upgrading the software, and the new one will definitely be able to create that.

B. Bike and Vehicular Traffic Data

Parking Director Ben Fletcher commented that the graph showed the data for February 2022 and compared it to data from February 2019. For the first time since the pandemic the current numbers are above the 2019 data.

C. Announcement - Middle Street Bike Lane Public Input Meeting: **3.10.22 6:30pm in Council Chambers**

Mary Lou McElwain commented that she could not attend this meeting and questioned what would be covered. City Manager Conard responded that the outside consultant who was hired to study the configuration of the bike lanes will give a presentation based on their analysis of the data the City collected. They will speak to the safety of the current roadway. Mary Lou McElwain questioned if the information would be available on the City's web site. City Manager Karen Conard confirmed that it would be.

Mark Syracusa commented that they should notify abutters on Middle St. about this meeting. Chairman Andrew Bagley questioned if that was feasible because the meeting was coming up soon. City Manager Karen Conard commented that they could go door to door with a leaflet. Parking Director Ben Fletcher confirmed they could.

Mark Syracusa commented that the notice should include contact information for those who could not attend.

Parking Director Ben Fletcher commented that the Communications Director confirmed that they would be sending out an email blast to everyone on their list. They can supplement that with a paper leaflet at each door.

Mark Syracusa moved to send out abutters' notices to residents on Middle St., seconded by City Manager Karen Conard.

Vice Chairman Steve Pesci commented that they should not use the term abutters notice because that adds a level of expense and formality. The email blast is good. Also, this street is a corridor. It is not just about the abutters on the street. Door to door outreach in advance of the meeting is sufficient. Mark Syracusa agreed they didn't need to have a formal abutter notice and did not know the City had Middle St. resident email addresses. City Manager Karen Conard responded that they had the email addresses of those who have provided it to the City to receive updates on particular projects. City Manager Karen Conard commented that they should amend the motion to remove abutter notice from it.

Mark Syracusa moved for the City to send out directed outreach to abutters on Middle St. about this meeting, seconded by City Manager Karen Conard. On a unanimous roll call vote, motion passed 8-0.

D. Announcement - Neighborhood Parking Program Public Input Meeting: **3.16.22 6:30pm in Council Chambers**

E. Neighborhood Parking Program Survey – **Preliminary Results**

Chairman Andrew Bagley noted that there was a survey out there in the City's newsletter.

Parking Director Ben Fletcher commented that they have received 120 survey responses. 95% of those responses are from the people participating. 72.5% are residents of the neighborhood and 10% were from people outside the neighborhood. Overall, 66% of people approve and 33% do not. 73% of the people like the program because it allows them to find a space, 45% like that guests can find parking as well, smaller percentages liked the contractor program, and that it worked for tenants and employees. 11% of people selected there was no reason they liked the program. 19% did not like the program because there were not enough permits, 32% thought there were not enough guest permits, 14% thought the contractor program was too limited, 35% felt that people were parking in the neighborhood then going to work downtown, and 27% selected that there was no reason they did not like the program.

F. Update on Subcommittee on Speed Limits by Staff Engineer Tyler Reese

Staff Engineer Tyler Reese provided a presentation on the speed limit subcommittee meeting he had with Erika Wygonik and Vice Chairman Steve Pesci. They discussed introductory steps to evaluate the speed limits in the City. They will plan to review the target speeds as outlined in the Complete Streets Design Guidelines. The guidelines identify speed limit ranges for the street classifications. They will review and adjust the classifications for individual City streets. It is a good opportunity to reevaluate the speeds because they have not looked at this in a long time. Some of the subcommittee's goals are to codify the speed limits, and ensure the codified speeds match the posted sign. They will also ensure that they are in compliance with NH state law. They will be looking for PTS input on the complete streets classifications and their target speed limits.

Erika Wygonik commented that the goal is to approach this project in a systematic and thoughtful way. The Complete Streets Guide is already available to the City and gives good organization to this project. They can quickly get through the bulk of the streets that already have speed limits that make sense, and then focus on what doesn't make sense.

Vice Chairman Steve Pesci commented that they were trying to be systematic on this. They have heard of several streets that are known incongruencies. They will be systematic and respond to some of the acute issues as soon as possible. The speed limit bill that is currently in the House may be tabled at the moment. However, many City streets lack the engineering study that state law requires for lower posted speed limits. That creates unrealistic expectations for what speeds should be in the community. When they report back next month the hope is that they have pulled off some of the acute issues where there is general consensus that a change is needed.

Erika Wygonik commented that they also discussed being efficient with their time. The goal is to bring items to the PTS when they are at a point for policy decisions instead of wrestling over individual decisions. The purpose of the presentation today is to outline the plan and make sure everyone on PTS agreed with it.

Vice Chairman Steve Pesci commented that there is a range of speed limits on the classified streets. Range is an important word. A blanket speed limit is never appropriate. There is not a cookie cutter answer for every single street, and they need to be sensitive to that.

Mary Lou McElwain commented that she was impressed with how comprehensive their plan was. This will answer a lot of questions that the community has about speed limits.

Vice Chairman Steve Pesci noted that if any committee members wanted to join the subcommittee they could. They can report back on the status of the speed limit bill that's in the House at the next meeting.

Parking and Transportation Engineer Eric Eby commented that if a speed limit is not reflective of the road's conditions, then people will ignore them. It is important to have realistic speed limits.

G. Conversion of Raynes and Vaughan to one-way [from 11.16.21 OB-A]: **Staff working to set up meeting with Abutters**

Parking Director Ben Fletcher commented that this was something they discussed a while back. Now that spring is coming the City will be reaching out to abutters to show them that this is what they want to do. They will set up a public input meeting after that.

Parking Director Ben Fletcher commented that the Bridge St. Lot was going to be part of this agenda, but there were late changes to that. The bids have gone out for the reconstruction of the lot which will take it offline for a while. This will be completed before Hanover goes through their changes, so there will not be overlap. The bids are out, and the work will be scheduled shortly.

Mary Lou McElwain commented that the intersection at Maplewood Ave. and Raynes Ave. will be very busy. Parking and Transportation Engineer Eric Eby responded that as developments in that area come online, they have done traffic studies too. They can use that data to see what's appropriate.

Vice Chairman Steve Pesci questioned if any of them looked at a one-way street. Parking and Transportation Engineer Eric Eby responded that the project going into the health club site looked at a one-way flow. Parking Director Ben Fletcher added that they also did a one-way flow while the AC Hotel was being constructed.

City Manager Karen Conard requested an update on the Bridge St. Lot and High Hanover projects at the next meeting. Parking Director Ben Fletcher agreed.

Mary Lou McElwain questioned if they could put the electronic sign directing people to the Foundry Garage back up at Russel St. Parking Director Ben Fletcher responded that they would look to put that back up for the warmer months.

Mark Syracusa reminded the public that the City has a newsletter and there was good information on the City's web site for them to use to stay informed about ongoing activities.

Chairman Andrew Bagley questioned if they could look into installing a more attractive permanent electronic sign. City Manager Karen Conard responded that they will need to

direct people to the Foundry Garage for the next 3 years, so this could be a good opportunity to look into that. Parking Director Ben Fletcher added that they had an electronic sign with antiquated software. He confirmed that he would look into upgrading the signage at that location. Chairman Andrew Bagley commented that it would be good if the sign could display the locations, rates, and capacity at the garages. Parking Director Ben Fletcher confirmed that they should be able to display that for both garages after the High Hanover project.

Mark Syracusa questioned if there was a way to direct people to the Foundry Garage when they search "parking" in Google Maps. Parking and Transportation Engineer Eric Eby responded that he did not think so, but they could look into it. City Manager Karen Conard added that Park Portsmouth provides mapping and signage for parking options as well.

VII. MISCELLANEOUS

A. None

Mary Lou McElwain commented that she wanted to acknowledge Ted Gray's passing. He had been on this Committee for decades and made a lot of contributions to the community.

City Manager Karen Conard clarified that there would not be any loss of parking in the Bridge St. Lot, but they will be adding 4 EV spots. Parking Director Ben Fletcher added that some of the current striping may not be compliant, so they may restripe to bring that lot up to code. That may result in a small loss of spaces. City Manager Karen Conard clarified that the goal was to retain as many spaces as possible while being in compliance.

Mary Lou McElwain questioned if they could put the Washington St. issue raised by Pat Bagley in Public Comment on the April agenda. It would be good to address this before the permits are issued for outdoor dining in that area. Chairman Andrew Bagley confirmed they could put it on the April agenda, but it may not be addressed before permits are issued. City Manager Karen Conard added that they would consider it as part of the process if a restaurant applied.

VIII. ADJOURNMENT

City Manager Karen Conard moved to adjourn the meeting at 9:37 a.m., seconded by Mark Syracusa. On a unanimous roll call vote, motion passed 8-0.

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:* https://us06web.zoom.us/webinar/register/WN_kYr6s_xFSEa3dhtDfnO4bQ

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – April 7th, 2022
Conference Room A

PRESENT: **Members**: Mary Lou McElwain, Steve Pesci, Mark Syracusa, Harold Whitehouse, Erica Wygonik, City Manager Karen Conard, Police Captain Mike Maloney, Fire Chief Todd Germain, DPW Director Peter Rice

City Staff: Parking Director Benjamin Fletcher, Traffic Engineer Eric Eby, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

- **Request for ADA parking space on Cass Street, by Connections Peer Support Center:** **Voted to** Approve HP parking space 30 feet from crosswalk on north side of Cass Street, east of Islington Street.

---

1. **Roll Call**

2. **Motion to move Item VIII.B up on the agenda for discussion. Approved 9-0.**

3. **Item VIII.B Bridge Street parking lot reconstruction project**:
   Informational; no action required.

4. **Financial Report**: Accepted and placed on file Financial Report dated February 28, 2022

5. **Public Comment Session**: There were eight speakers: **Barbara Grazier**: HP space on Middle Street for chiropractor office, Middle Street bike lane survey concerns; **Liz Bratter**: NPP; **Michelle Worth**: NPP; **Liza Hewitt**: speeds on Middle Road; **Ken Goldman (z)**: NPP; **Allison Bussiere (z)**: Middle Street bike lanes; **Jonathan Sandberg (z)**: pedestrian signal at Islington and Bartlett intersection; **Kristie Jorgensen**: Middle Street bike lanes.

6. **Request for ADA parking space on Cass Street**: **Voted to:** approve parking space on Cass Street

7. **State Street crosswalk at African Burial Ground**: **Voted to:** refer to staff to monitor and report back at May meeting.

8. **Congress Street, Islington Street, Middle Street, Maplewood Avenue intersection pedestrian signal:** **Voted to:** refer to staff for monitoring and report back in two months.

9. **Request for stop signs and crosswalk on McKinley Road at Harrison Avenue and Garfield Road intersection**: **Voted to:** refer to staff for evaluation and report back at July meeting.

10. **Mechanic Street, suggestion to install angle parking south of Peirce Island Road**: **Voted to:** refer to staff for evaluation and report back.

11. **Neighborhood Parking Pilot Program**: **Voted to:** continue program for 60 days, with a report back at May meeting with latest data.

12. **Suzanne Drive, report back on cut-through traffic**: **Voted to:** report findings at next neighborhood sidewalk meeting and gauge support for mitigation measures.

13. **273 Austin Street, report back regarding on-street parking**: **Voted to:** place item on file.

14. **Market Street, request for U-turn prohibition at Nobles Island**: **Voted to:** place item on file.

15. **South Street, update on request for Rectangular Rapid Flashing Beacon at Broad Street crosswalk**: **Voted to:** refer to staff for continued evaluation and report back.

16. **Little Harbor Road, speed monitoring update**: **Voted to:** refer to staff for continued evaluation and report back.

17. **Raynes Avenue and Vaughan Street public meeting on one-way conversion**: *Informational; no action required*.

18. **Speed Limit subcommittee update**: *Informational; no action required*.

19. **Loading zone shared use approval**: *Informational; no action required*.

20. **Market Street 3 metered spaces approval**: *Informational; no action required*.

21. **Monthly Accident Report from Police**: *Informational; no action required*

22. **Bike Volume Data**: *Informational; no action required*

23. **Adjournment**: **Voted to** adjourn 10:26 AM

Respectfully submitted by: Eric Eby

PARKING and TRAFFIC SAFETY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **April 7th, 2022**

MINUTES

I. CALL TO ORDER

Vice Chairman Steve Pesci called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
Vice Chairman Steve Pesci
City Manager Karen Conard
Fire Chief Todd Germain
Police Captain Mike Maloney
Public Works Director Peter Rice
Harold Whitehouse
Mary Lou McElwain
Mark Syracusa
Erica Wygonik (Alternate)

Absent
Chairman Andrew Bagley

City Staff Present:
Parking Director Ben Fletcher
Parking and Transportation Engineer Eric Eby
Associate Engineer Tyler Reese

Vice Chairman Steve Pesci requested a motion to suspend the agenda and bring item 8B. Bridge St. Lot Update by City Staff to the first item.

Fire Chief Todd Germain moved to suspend the agenda and bring item 8B. Bridge St. Lot Update by City Staff to the first item, seconded by Erika Wygonik. On a unanimous roll call vote, motion passed 9-0.

VIII. INFORMATIONAL

B. Dave Desfosses from DPW commented that the project will be starting Monday. It is a rehab project with no significant changes. The surface of the parking lot is in dire need of reconstruction. They are taking the opportunity to get rid of some sidewalk duplicities and

create uniform parking spaces. The plan shows 4 EV charging stations. They will get plumbed with conduits for now and be ready to support those spaces if the City decides to put them in. The edge of pavement closest to Maplewood Ave. is shifting 3-4 feet toward Maplewood because the interior sidewalk is going away. That will allow room for some landscaping along Bridge St. They will be adding period lighting around the perimeter of the parking lot. The handicap spaces will be moved to the entrance of the parking lot. They will lose 1 parking space as a result of making the spaces uniform, but all of the spaces will meet the minimum width standards.

Mark Syracusa questioned if they would be putting in lantern lighting. Dave Desfosses responded that they would be using the period lighting that is used all around the downtown.

City Manager Karen Conard commented that the point was to treat the Bridge St. lot before the Hanover Garage project begins. Dave Desfosses confirmed that was correct. The project will take 4-5 weeks and then the lot will be back online before the Hanover renovation begins.

Mary Lou McElwain questioned if they would be putting in new sidewalks along Bridge St. Dave Desfosses responded that the existing sidewalks will remain. They are currently concrete around the periphery.

Eric Eby questioned if they were paving Hanover St. as well. Dave Desfosses responded that they are connecting to a drainage system properly. There is only one drain in the parking lot, and it is not great. They are putting in a proper catch basin. They will be paving that spot and Hanover St. between Maplewood Ave. and Bridge St.

Mark Syracusa questioned what the timeline for the project was. Dave Desfosses responded that the project should take 4-5 weeks. That does not include the lighting because that is on order, but the lot will be open again in 4-5 weeks.

Erika Wygonik questioned if the City had the ability to absorb the parking loss during construction. Parking Director Ben Fletcher responded that the Foundry Garage can absorb the parking. That's what happened during the pop-up events.

Mark Syracusa questioned if the construction would be happening 7 days a week. Dave Desfosses responded that it would not, but the site would be closed the whole time to prevent anyone from accessing an active construction project.

Harold Whitehouse questioned if there would be the same number of handicap spaces. Dave Desfosses responded that there would be. There is currently the correct number of handicap spaces today and that number will stay the same after the reconstruction.

III. FINANCIAL REPORT

Harold Whitehouse moved to accept the Financial Report dated February 28, 2022, and place it on file, seconded by Mark Syracusa. On a unanimous roll call vote, motion passed 9-0.

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

Barbara Grazier of 504 Middle St. commented on the parking space on Middle St. for the chiropractor office and the Middle St. bike lane survey. Originally the parking space was taken away when the bike lanes were created, but it was reinstated when changes were made. Ms. Grazier was concerned that the parking space would be removed again. The survey was posted on the SABR Facebook page, so there were more participants than just the residents and business owners on Middle St.

Elizabeth Bratter of 159 McDonough St. commented on the Islington Creek neighborhood parking program. The increase in available spaces was 5%. Employees moved to park in the Foundry Garage and the neighborhood is now occupied by the people that live there. A good parking program has space for 2-hour parking and shared parking between commuters and businesses. The permits limit how many people can park, so it is a more balanced situation. Overall, it has created a balanced parking situation. However, Pearl St. to Bridge St. is packed all the time. That area should just be residents only. The corner store on Bridge Street has one space on Hanover St. that should remain. Permits should be issued to all legal residents in the neighborhood parking zone. Then they can apply for guest passes online by providing the number of cars and timeframe they would be parking. Contractors have had a problem in the area all along. That is a problem in any of the downtown areas and it is a separate issue from the neighborhood parking program.

Michelle Worth of 439 Hanover St. commented on the Islington Creek neighborhood parking program. Ms. Worth commented that they should terminate the program. The survey has mixed responses, but the results are incorrect because participants could not skip the question about why they liked the neighborhood parking program. The program costs $100K a year and the net improvement is 12 spaces. Ms. Worth's household has 6 cars, and they aren't allowed to park all of their cars in the neighborhood. The City already has an ordinance that prohibits parking for anyone except residents on Hanover St. from Brewster St. to Bridge St. The City should follow that and it will alleviate the parking issue.

Liza Hewitt of 726 Middle Rd. commented on the speeds on Middle Rd. This street is 30 mph and one of the only residential streets left in town with that speed limit. Middle Rd. and Islington St. should be reduced to 25 mph. Instead of addressing this, the Committee is studying the speed limits on all of the streets in the City. Residents will not be happy if speed limits are raised on their streets. The speed limit on Middle Rd. needs to be lowered. Two weeks ago, Ms. Hewitt witnessed a close call when a car could not stop in time and swerved into the other lane almost hitting a pedestrian. That is a regular occurrence on this road.

Ken Goldman of 271 Islington St. commented on the Islington Creek neighborhood parking program. This program is not needed and not effective. The survey results are flawed because people had to answer why they liked it. The data shows that the program is not needed. Parking in the neighborhood is not uniform. Bridge St. and Brewster St. parking is denser. That is where there may be a problem with parking. They could continue the parking program just for that area if the residents want. The City should consider monitoring parking more since the Hanover garage was closing and new construction was starting in the downtown for

microunits. Public Works Director Peter Rice commented that the Hanover Garage is only closing 1/3 at a time. The garage has 900 spaces, and 300 spaces will be impacted seasonally.

Allison Bussiere of 678 Middle St. commented on the Middle St. bike lanes. This issue has been going on several years, and it is confusing why it is coming up again. The City and residents have put in a lot of time on this project. They determined that the bike lane on the south bound side should move and they will put the parking back to the curb. The City spent a lot of time and resources studying this issue trying to make it work. It is unclear why the City is attached to having this bike lane on this 1/3 mile area on Route 1. It is part of the Safe Routes to Schools, but the majority use back roads to get to school. Public Works Director Peter Rice commented that the driver behind this evaluation was that the past City Council directed the City to do a 6 month pilot of the reconfigured bike lane. The DOT agreed as long as it was done as a public process, and they came back with an engineering study that supports that modification. The study is to confirm the adjusted configuration is acceptable and it was done at the direction of City Council. They are fulfilling what they were directed to do and securing the money for this.

Jonathan Sandberg commented that the pedestrian signal at the Islington St. and Bartlett St. intersection takes a very long time to get to a walk signal. It should be programmed to be more pedestrian friendly. Pedestrians have to wait through the whole traffic cycle, and it can be inconvenient. Also, when a pedestrian is crossing Bartlett toward Papa Wheelies drivers in the right turn lane on Bartlett St. turning onto Islington St. don't see them. They look left but not right. It would be helpful to have signage there to not allow turns on a walk signal. Parking and Transportation Engineer Eric Eby confirmed they would look at that.

Kristie Jorgensen of 774 Middle St. commented on the Middle St. bike lanes. Middle St. residents are concerned because the survey was shared on the SABR Facebook page, so the results are skewed. They are wasting taxpayer time and money if this moves forward again. The focus of the project was a safe route to school not SABR. They should do another survey that requires people to input their address or send a direct mailing to Middle St. residents. The City should listen to the residents on that street not SABR.

V. SITE VISITS

None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Request for ADA parking space on Cass Street, by Connections Peer Support Center (544 Islington)

Parking and Transportation Engineer Eric Eby commented that the request was from the Connections Peer Support Center to put in a designated handicap parking space on Cass St. It can be used by their van and open to the public. It will be 30 feet back from the intersection on Islington St.

Mary Lou McElwain moved to approve HP parking space 30 feet from crosswalk on north side of Cass Street, east of Islington Street, seconded by Harold Whitehouse. On a unanimous vote, motion passed 9-0.

B. State Street crosswalk at African Burial Ground – request for Rectangular Rapid Flashing Beacon, from resident.

Parking and Transportation Engineer Eric Eby commented that this was a resident request. They noticed that vehicles were not yielding to pedestrians as much as they should be. In the warmer months they put out a weeble sign that says yield for pedestrians. That will be put back out soon. They can put up cameras to monitor as well. Sometimes cars are looking at the signal and not realizing there is a crosswalk there.

Harold Whitehouse commented that he hoped the report back would be within a reasonable amount of time. Vice Chairman Steve Pesci suggested they get a report back at the May meeting.

Mark Syracusa moved to refer to staff to monitor and report back at the May meeting, seconded by Public Works Director Peter Rice. On a unanimous vote motion passed 9-0.

C. Congress Street, Islington Street, Middle Street and Maplewood Avenue intersection pedestrian signal operation concerns, from Chairman Bagley. **Sample Motion: Move to refer to staff to monitor and report back at future meeting.**

Parking and Transportation Engineer Eric Eby commented that this was a request from the Chairman because they were still receiving concerns on the pedestrian signal operation. The change was implemented to allow pedestrians to cross at the same time traffic was turning. They conducted observations a year ago and had over 80 hours of video monitoring. They didn't see any concern. The traffic is back to normal pre-covid levels. Summer is coming, so they can continue to monitor it. Vehicles are waiting for pedestrians then making the turn, which is what they are supposed to be doing.

Harold Whitehouse questioned if there were any State standards that prevented them from stenciling "look up" in the crosswalk. Parking and Transportation Engineer Eric Eby responded that he did not think there were any state standards that prevented that. Erika Wygonik commented that they could stencil it on the sidewalk instead of the crosswalk too.

Mark Syracusa questioned if they could report back in 30 days. Parking and Transportation Engineer Eric Eby responded that more time will give them more monitoring data.

Public Works Director Peter Rice commented that this was something they have had in place for over a year. It is State approved and used as a standard now for this type of pedestrian crosswalk. The concerns raised are appreciated, but this may not warrant a lot

more attention. Public Works Director Pete Rice noted that he would support the motion but every time they revisit an item people think it could be changed again. This is working and there is no indication of it failing. If something was unsafe, then they would adjust. The "look up" piece is in part education. The Committee needs to get closure to some of these things.

Mark Syracusa commented that new members don't always know the history. It would be helpful to understand that. City Manager Karen Conard noted that Staff can collect data for 2 months, then report back with their findings and the history. Mark Syracusa commented that it would be helpful to understand the history to understand the context and how to act on it.

Erika Wygonik commented that she was concerned about adding timelines to when Staff would report back. There are some situations where they would benefit from a longer data collection period. Adding timelines puts demands on Staff's time that may not be the best way to spend it.

Mark Syracusa commented it would be helpful if Staff put an urgency level for the items on the agenda.

Mark Syracusa moved to refer to Staff for monitoring and report back in two months, seconded by City Manager Karen Conard. On a unanimous vote motion passed 9-0.

D. Request for stop signs and crosswalk on McKinley Road at Harrison Avenue and Garfield Road, by resident**.**

Parking and Transportation Engineer Eric Eby commented that this was a resident request. They were concerned about vehicles speeds on McKinely Rd. and this intersection specifically. The thought is that this could be an area for 4 way stop and crosswalk. It is a complex geometry, so it is not cut and dry. The recommendation is for Staff to monitor and collect data to see where the pedestrian activity is to determine if they can put in improvements at this point.

Public Works Director Peter Rice moved to refer to staff for evaluation and report back at the July meeting, seconded by Mark Syracusa.

Mark Syracusa commented that this would be good to look at when school was in session and when the summer had set in to monitor pedestrian activity. Would be good to look at in May and June.

On a unanimous vote motion passed 9-0.

E. Mechanic Street, suggestion for angle parking, by resident.

Parking and Transportation Engineer Eric Eby commented that a resident thought angled parking would work better in this area. The sidewalk doesn't get much usage and parking needs to be 30 feet away from the intersection. They need to look to see if angled parking would truly provide any benefits.

City Manager Karen Conard moved to refer to staff for evaluation and report back, seconded by Mark Syracusa. On a unanimous vote motion passed 9-0.

Vice Chairman Steve Pesci commented that they should look at the net benefit of this including evaluating the fiscal component.

VII. OLD BUSINESS

A. NPP Pilot Program - Discussion of findings and public survey feedback.

Parking Director Ben Fletcher commented that one of the indicators of if a pilot was successful is a reduced parking demand. The parking demand was minimally reduced. There are 251 spaces and 640 passes in the neighborhood, so they are upside down on demand vs. supply. It has been a long-held belief that people working in the downtown park in the target neighborhood and were contributing to the demand. The spring of 2021 was a more normal summer hiring season and they welcomed 252 new participants to the downtown employee parking program in the garage. If employees were using the neighborhood for parking, then that would have logically resulted in a reduction of demand in the target neighborhood. However, the targeted occupancy rates remained in the high 60s-low 70s range. There was no drop in demand until roughly 3 months in and that coincided with the natural seasonal drop off. That suggests that the work force was not a factor in the neighborhood demand. Outside of downtown workers there could be shoppers and tourists parking there out of habit. If that was true, then when the neighborhood parking program was launched parking would increase in the spillover areas. However, occupancy remained steady. The Foundry Garage's peak occupancy also remained steady. The Foundry has not seen the same shoulder drop off and the average length of stay is 8 hours. That further suggests the workforce is parking there. There has not been an increase of use in the masonic lot, and they have not received any complaints of spillover occupancy rates in adjacent neighborhoods. Occupancy in the neighborhood has been steady. The Largest impacts to a program like this should be right after it's implemented. There was a 4.95% reduction which translates to 12 spaces. The west end has more space than the east. The annual price point to run this is $120K which would translate to $210 per pass.

Erika Wygonik questioned if the occupancy level in the neighborhood was attributed to the shoulder season. Parking Director Ben Fletcher responded that they did the counts before the shoulder season.

Mark Syracusa questioned what conclusion the Staff had reached. Parking Director Ben Fletcher responded that they anticipated a surge in the Foundry Garage, but they had already got that with the employee parking program. They are not seeing spillover and the occupancy in the target neighborhood has not been significantly reduced, so that

suggests that the people parking in the neighborhood are the ones that live and work there.

Mark Syracusa questioned what the deadline was for this. Parking Director Ben Fletcher responded that it was fluid. City Manager Karen Conard added that they extended it from the end of the 6-month pilot at the beginning of February to the beginning of April. They could administratively extend it if they wanted to continue the pilot or bring it forward to a Council meeting. Mark Syracusa questioned how Staff felt about it. City Manager Karen Conard responded that the City does not feel that they should express an opinion on a policy decision. It is up to Board members who are not Staff to make the decision.

Vice Chairman Steve Pesci questioned what the summary of the comments from the survey were. Parking Director Ben Fletcher responded that they were difficult to categorize because they were written in free form emails. People expressed a lot of reasons why they liked or disliked the program. Some have found it helpful, and others don't think it is worth the cost. It is a split public opinion, but the data gives a clear picture.

Erika Wygonik questioned if the 5% occupancy was in September. Parking Director Ben Fletcher responded that it was October. There was an overlap into the shoulder season in October, and he wanted to be fair to the program. Some of the drop was shoulder season and some was part of the program. Erika Wygonik questioned when shoulder season ended. Parking Director Ben Fletcher responded that it was already starting to ramp back up. Neighborhood shoulder season drop off can be attributed to residents traveling south for the winter.

Mark Syracusa questioned if the data would be any different from today vs. the next 90 days. Parking Director Ben Fletcher responded that it should ramp up to the high 60s and low 70s. Mark Syracusa questioned if they set the fee. Public Works Director Peter Rice responded that they do not have the authority to set the fee.

Mary Lou McElwain commented that it seemed like an expensive program to run. It may make sense to extend the pilot program, but it is a high price for a small area of the City.

Public Works Director Peter Rice clarified that the Committee cannot set a fee, but they can recommend one.

Harold Whitehouse commented that the Staff put in a tremendous amount of work, and it was appreciated. Vice Chairman Steve Pesci agreed. They collected an amazing amount of data, which shows there is a marginal benefit with a large cost. The neighborhood has 251 spaces and 640 passes issued. It's a supply and demand and convenience issue. It is not practical to have this program without a fee for the permit. There is also a cost to discontinue the program. The Council representation and Chairman is not here today. The best way forward is to allow an extension for a few more months and get a clearer recommendation to Council. Mark Syracusa commented that they should do 30 or 60 days. They don't need to do a full 90 days. Vice Chairman Steve Pesci agreed it should be

extended to 60 days. City Manager Karen Conard confirmed they could notify the Council if PTS chose to extend the pilot.

Erika Wygonik commented that it would be good to see what another 2 months of data shows. It will be better to make a final decision with the Chairman present.

Erika Wygonik moved to continue to program for 60 days, with a report back at May meeting with latest data, seconded by Mark Syracusa.

City Manager Karen Conard commented that this would allow PTS to make a recommendation at the May meeting, and Council can make a decision in the pilot timeframe as well. Vice Chairman Steve Pesci agreed. It will give Council a month to take executive action. Parking Director Ben Fletcher confirmed that they would continue to collect data.

Vice Chairman Steve Pesci questioned if it was worth turning the survey back on. City Manager Karen Conard noted that they could get duplicate responses. Erika Wygonik commented that 106 people took the survey. Parking Director Ben Fletcher agreed they had good participation.

On a roll call vote, motion passed 5-0-4. City Manager Karen Conard, Public Works Director Peter Rice, Fire Chief Todd Germain, and Police Captain Mike Maloney abstained.

B. Suzanne Drive, report back on monitoring of cut-through traffic.

Parking and Transportation Engineer Eric Eby commented that this issue has come up in the past with concerns that cars were using the road as a cut through when traffic backs up on Route 1. They looked at car volumes going in and out of the neighborhood it did not appear to have much cut through traffic. Then they placed cameras at entrance and exit of the neighborhood and watched vehicles going in and out to match them up. They did see some cut through traffic.

Tyler Reese commented that on Friday afternoon from 3p.m. to 6 p.m. they saw 15 cut throughs from 3p.m.-4p.m., 11 from 4 p.m.-5 p.m., and 7 from 5 p.m.-6 p.m. That resulted in 44% of the traffic in the first hour, 52% in the second, and 47% in the last hour. Speed data showed that the middle portion of Suzanne Drive had average speeds of 17 mph and the 85th percentile was 21 mph. The speed is relatively similar in both directions. The speeds are not significant but there is a high percentage of cut through traffic.

Parking and Transportation Engineer Eric Eby commented that the cut through traffic was a relatively small number, but it was a high percentage for the road. Speed was not an issue. It is just an increase in traffic.

Vice Chairman Steve Pesci questioned if they had a recommended action. Parking and Transportation Engineer Eric Eby responded that they would need to put in a physical change to make it slower to get through the neighborhood. Signs are ignored.

Erika Wygonik questioned how much time people were saving. Parking and Transportation Engineer Eric Eby responded that when there was no back up it is equivalent time. They have not assessed the time when there is a backup. Erika Wygonik questioned if the neighborhood was concerned enough about the cut through traffic to tolerate a substantial change. Public Works Director Peter Rice responded that they will be reporting back at another neighborhood meeting about the sidewalks and can raise this question too.

Public Works Director Peter Rice moved to report findings at next neighborhood sidewalk meeting and gauge support for mitigation measures, seconded by Erika Wygonik.

Public Works Director Peter Rice commented that if significant changes were desired, then it would need to go into the CIP.

Erika Wygonik questioned if they only collected data of Friday afternoon. Tyler Reese responded that they monitored on a Tuesday from 3 p.m.-6 p.m. and got an average of 30-40% cut through. The volume is 5-7 cars per hour, but the percentage was similar.

On a unanimous vote motion passed 9-0.

C. 273 Austin Street – report back regarding on-street parking.

Parking and Transportation Engineer Eric Eby commented that they looked at the site and measured from the intersection to the parking. They have reviewed State law and City ordinances about blocking driveways and intersections. From the crosswalk at Union St. to the edge of the driveway is a total of 55 feet. State law requires no parking within 30 feet of a stop sign. That leaves a 25-foot area. They can fit one car there. When a car is parked there is still a 10-foot travel lane to get by. It is a narrow travel lane, and it can be difficult based on the size of the vehicle. However, if they enforce to letter of the law then it would leave only one spot directly across from the driveway that has the concern. There is wiggle room in the legal area that can help them get in and out of the driveway. At this point there is no recommendation. Following the letter of the law wouldn't help anyone.

Mark Syracusa questioned if a fire truck could get through there. Fire Chief Todd Germain confirmed it could. They use that street for driver training.

Vice Chairman Steve Pesci was concerned about setting a precedence. If they did this city wide, they would lose a lot of spaces. However, he was also sympathetic to the applicant.

Mark Syracusa questioned if the pavement painting was removed and not replaced. Public Works Director Peter Rice responded that the City did not do that painting.

Parking and Transportation Engineer Eric Eby commented that they may be able to widen the driveway but there was not a lot of physical changes that could be made out there.

Cars can't block a driveway, but that means they can't park directly next to one. It does not prohibit parking across from one.

Harold Whitehouse questioned if the City monitored outside contractor work to ensure it was put back to its original condition. Public Works Director Peter Rice confirmed they did.

Vice Chairman Steve Pesci commented that if they approved this request, they would have to be clear that this was approved because of a unique situation. They cannot set a precedence. Parking and Transportation Engineer Eric Eby noted that if they posted a sign, it would not be enforceable per the City ordinances. Vice Chairman Steve Pesci commented that the reality of the request is to make it a no parking zone. Parking and Transportation Engineer Eric Eby responded that would require an ordinance change and approval from City Council.

Mark Syracusa questioned if the abutter at 274 Austin St. was supportive of this request. Vice Chairman Steve Pesci confirmed they were.

Vice Chairman Steve Pesci commented that they could make a recommendation to Council. Parking and Transportation Engineer Eric Eby confirmed they could implement something on a trial basis and Council would have to approve it. Vice Chairman Steve Pesci noted that this would have to be site specific, otherwise there would be a significant loss of City spaces.

Mark Syracusa commented that he was not in favor of losing on street parking. They should keep the street parking. The Fire Department can get through with emergency vehicles. Making a special concession would open the window for other requests.

Vice Chairman Steve Pesci questioned if it would help to mark the setback from the intersection. Erika Wygonik commented that they were not looking for that to be acknowledged because it could force cars to park across from the driveway.

Harold Whitehouse moved to place on file, seconded by Mary Lou McElwain. On a unanimous vote motion passed 9-0.

D. Request for U-turn prohibition on Market Street at Nobles Island, report back.

Parking and Transportation Engineer Eric Eby commented that this was for the intersection on Nobles Island. Since they reconstructed the bike lane and eliminated a travel lane it is harder to make a U-turn. They have a traffic camera taking counts daily. They have seen an average of 2 cars a day making this movement.

Mark Syracusa moved to place request on file, seconded by Public Works Director Peter Rice. On a unanimous roll call vote, motion passed 9-0.

E. Update on Request for Rectangular Rapid Flashing Beacon for crosswalk on South Street at Broad Street.

Parking and Transportation Engineer Eric Eby commented that this was for the crosswalk they recently painted at the South St. and Broad St. intersection. They counted a good number of pedestrians using it. A lot of pedestrians are using it to continue on Broad St. One particular concern was how often the queue of traffic blocked the crosswalk. They need to continue to monitor that as the traffic increases.

Mark Syracusa moved to refer to staff for continued evaluation and report back, seconded by Mary Lou McElwain.

Public Works Director Peter Rice commented that they also had concern about the section of sidewalk that has been heaved by roots. They were hoping to make a decision to move forward and remove that section of sidewalk and show they have reviewed it and removed it for safety. It would be good to get the support of the City on that.

Mark Syracusa commented that if it was a safety issue, then DPW should do it. Public Works Director Peter Rice commented that they did not want to remove the sidewalk lightly.

Erika Wygonik questioned if they wanted a motion for that with the RRFB. Public Works Director Peter Rice responded that it did not necessarily impact the RRFB. They could vote on that motion.

On a unanimous vote, motion passed 9-0.

Mark Syracusa questioned if they should make a motion about the sidewalk. Public Works Director Peter Rice noted it did not need to be a motion.

Mary Lou McElwain questioned what would happen with the section that was removed. Public Works Director Peter Rice responded that it would be loamed and seeded.

Vice Chairman Steve Pesci questioned if the Committee supported the sidewalk removal. The Committee was in support.

F. Little Harbor Road speed monitoring update.

Parking and Transportation Engineer Eric Eby commented that they completed a speed monitoring.

Tyler Reese noted they had speed data from the summer of 2021 and January 2022. The speed data varied at different points on Little Harbor Rd. The summer and fall speeds were lower than January. This was due to the resurfacing of the road and a reduction in pedestrian activity. Staff feels it is worthwhile to continue to monitor speeds this summer with the resurfaced road.

Erika Wygonik questioned what the road speed limit was. Parking and Transportation Engineer Eric Eby responded that it was not posted but it was 30 mph.

Mark Syracusa moved to refer to staff for continued evaluation and report back, seconded by Erika Wygonik. On a unanimous vote, motion passed 9-0.

Mark Syracusa had to leave the meeting early.

VIII. INFORMATIONAL

A. Public meeting for Raynes Avenue and Vaughan Street one-way conversion. April 19th at 6:30 PM at the AC Hotel.

Parking and Transportation Engineer Eric Eby commented that this meeting was noticed online, and they handed out fliers to the abutters.

B. Bridge Street lot reconstruction to start April 11, 4 to 5 weeks to complete.

This was discussed at the beginning of the meeting.

C. Update on speed limit subcommittee work

Tyler Reese commented that the work group has met twice. They have looked at the City ordinance, state law, and the complete street guidelines. State law makes the default speed 30 mph. It can be lowered to no less than 25 mph after an engineering study warrants it. A speed limit is not required to be posted, but then it defaults to 30 mph. They have created an excel sheet to look at the streets' posted limit and compliance and target speed based on the complete streets' guidelines. The guidelines set a target speed for each classification of road. There are some streets that are subject to evaluation for unique street conditions. They will be reviewing and recommending any changes they see fit. There are about 100 city streets that differ from State statute and are lower than 25 mph. There are 55 streets with a discrepancy between the ordinance and what is posted. There are 250 streets that are not listed in the ordinance, so they default to 30 mph. They are trying to work through the complete street guidelines and determine what is appropriate.

Vice Chairman Steve Pesci noted that there has been some public comment on doing individual streets, but it makes more sense to do it comprehensively. They are trying to balance a holistic view with some streets they know people are unhappy with.

Erika Wygonik commented that they are focusing on it as a policy question. It makes sense to break up it up into subcategories and to try to make progress quickly on the pain points. The Complete Streets provides target speeds, but they may not align with every road in each category.

Parking and Transportation Engineer Eric Eby commented that they have a lot of work to do and were looking for some direction from the Committee on what to tackle first.

Public Works Director Peter Rice commented that there has been a vocal group about the Middle Rd. corridor. It would be good to expedite that portion of the review and come back with a response in a timely manner. They could do that in coordination with the traffic calming pilot. A physical change to reduce speeds would be equally appreciated in addition to posting a reduced speed limit sign.

D. Loading zone shared use approval.

Parking and Transportation Engineer Eric Eby commented that the City Council approved the action by PTS to implement the time changes to the loading zones. Parking Director Ben Fletcher commented that they will be monitoring them throughout the summer to see if there are any conflicts between parking and necessary deliveries. It is a pilot so they can adjust as needed.

E. Market Street 3 metered parking spaces approved

Parking Director Ben Fletcher noted that they made the 3 spaces at Market St. near Russel St. Zone B and monetized them. This will ensure turnover in those spaces and allow people to use them to access the park.

F. Monthly Accident Report from Police

Police Captain Mike Maloney noted that February had 54 total crashes and 29 of them were reportable.

G. Bike Data

Parking and Transportation Engineer Eric Eby commented that bike traffic was starting to increase. They would continue to monitor the usage along the corridor.

IX. MISCELLANEOUS

Fire Chief Todd Germain noted that William McQuillen will be joining PTS starting next month to represent the Fire Department. Public Works Director Peter Rice acknowledged Fire Chief Todd Germain's efforts and thanked him for his service.

X. ADJOURNMENT

Harold Whitehouse moved to adjourn the meeting at 10:26 a.m., seconded by Mary Lou McElwain. On a unanimous roll call vote, motion passed 8-0.

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_I6xQWuf0Q7m5dt4cQzCMNg

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – May 5th, 2022
Conference Room A

PRESENT: **Members**: Mary Lou McElwain, Steve Pesci, Mark Syracusa(z), Harold Whitehouse, Erica Wygonik, Police Captain Mike Maloney, DPW Director Peter Rice, Councilor Andrew Bagley(z)

City Staff: Parking Director Benjamin Fletcher, Traffic Engineer Eric Eby, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

1. **Request for renewal of valet parking license agreement on Hanover Street, by The 100 Club: Voted to** approve renewal of valet parking license agreement on Hanover Street for The 100 Club.
2. **Neighborhood Parking Program: Voted to** refer program data to City Council for consideration.
3. **By approving the attached meeting minutes, the following temporary traffic regulations will be approved:**
   - **Summit Avenue: Voted to** approve lowering speed limit to 25 MPH.
   - **Raynes Avenue and Vaughan Street: Voted to** approve one-way flow on Vaughan Street and Raynes Avenue, in a counter-clockwise direction, entering from Maplewood Avenue at Vaughan Street and exiting onto Maplewood Avenue at Raynes Avenue.
   - **Middle Road: Voted to** approve lowering speed limit to 25 MPH from Peverly Hill Road to Middle Street, for six-month trial period.
   - **Parrott Avenue: Voted to** approve lowering speed limit to 25 MPH.
   - **Islington Street: Voted to** approve lowering speed limit from Spinney Road to Maplewood Avenue to 25 MPH. **Voted to** approve lowering speed limit from Spinney Road to Greenland Road to 25 MPH for six-month trial period.

---

1. **Roll Call**: Steve Pesci serving as chairman for today's meeting.
2. **Financial Report**: Accepted and placed on file Financial Report dated March 31, 2022
3. **Public Comment Session**: There were ten speakers: **Liz Bratter**: speeding, RRFB on Islington, crosswalk at African Burial Ground, Washington Street traffic flow, NPP; **Liza Hewitt**: Middle Road traffic calming, Islington speed limit; **Andrea Ardito**: Maplewood Avenue speeding, crosswalks; **Rick**

Becksted: Islington speed limit, sharrows; **Richard Smith**: Hanover Street skateboarders, downtown intersections safety; **Annie Poubeau (z)**: pedestrian, bike safety; **Jonathan Sandberg (z)**: Middle Street bike lanes; **Paul Spieler (z)**: Court Street, Rogers Street, Parrott Avenue speed limits; **Matthew Glenn (z):** Woodbury Avenue and Rockingham Avenue intersection proposal; **Becky McBeath (z):** Middle Road traffic calming.

4. **Presentation**: Middle Street bike lane, by consultant WSP. **Voted to**: accept recommendations.
5. **Hanover Street, request for valet parking license renewal, by The 100 Club**: **Voted to:** approve renewal of valet parking license agreement for The 100 Club.
6. **Summit Avenue:** **Voted to:** lower speed limit to 25 MPH.
7. **Coolidge Drive:** **Voted to:** place item on file.
8. **Washington Street**: **Voted to:** table request for one-way flow.
9. **Neighborhood Parking Program**: **Voted to:** refer data to City Council for their consideration.
10. **Woodbury Avenue traffic calming**: **Voted to:** have staff report back with revised plans for intersection treatments at Rockingham Avenue and at Dennett Street. Notify residents of intended plans.
11. **State Street at Union Street**: **Voted to:** table request for all-way stop.
12. **Raynes Avenue and Vaughan Street:** **Voted to:** approve one-way flow on Vaughan Street and Raynes Avenue, in a counterclockwise direction.
13. **Maple Haven speed tables**: **Voted to:** approve two speed tables on Suzanne Drive as shown on plan, and postpone installing one on Winchester Street.
14. **Speed Limit Working Group**: **Voted to:** approve recommendations for lowering speed limit on Middle Road between Peverly Hill Road and Middle Street to 25 MPH, for a six-month period; lower speed limit on Islington Street between Spinney Road and Maplewood Avenue to 25 MPH; lower speed limit on Islington Street between Spinney Road and Greenland Road to 25 MPH for six-month period; lower speed limit on Parrott Avenue to 25 MPH. Change target speed on Neighborhood Collector streets to 25 MPH in City's Complete Streets Design Guidelines. Install RRFB on Middle Road at Riverbrook Condominiums crosswalk. Reinstall traffic calming measures on Middle Road from Peverly Hill Road to Middle Street.
15. **Monthly Accident Report**: *Informational; no action required*.
16. **Islington Street RRFB near Vine Street, update**: *Informational; no action required*.
17. **South Street and Broad Street RRFB update**: *Informational; no action required*.
18. **State Street crosswalk at African Burial Ground**: *Informational; no action required*.
19. **Adjournment**: **Voted to** adjourn 10:41 AM

Respectfully submitted by: Eric Eby

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **May 5th, 2022**

MINUTES

I. CALL TO ORDER

Vice Chairman Steve Pesci called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley (z)
Vice Chairman Steve Pesci
Public Works Director Peter Rice
Police Captain Mike Maloney
Harold Whitehouse
Mary Lou McElwain
Mark Syracusa (z)
Erica Wygonik (Alternate)

Absent
City Manager Karen Conard
Fire Chief William McQuillen

City Staff Present:
Parking Director Ben Fletcher
City Transportation Engineer Eric Eby
Associate Engineer Tyler Reese

III. FINANCIAL REPORT

Harold Whitehouse moved to accept the Financial Report dated March 31, 2022 and place it on file, seconded by Mary Lou McElwain. On a roll call vote, the motion passed unanimously by a 7-0 vote.

IV. PUBLIC COMMENT (15 MINUTES)

Elizabeth Bratter of 159 McDonough Street. commented that lowering the speed by 5 mph can make a huge difference. Welcome islands to the neighborhoods are a good idea, but they also need a sign on the pole with a speed limit. The RRFB at Islington Street and Vine Street is a great idea, but there is a blind corner there. It may be good to alert people that there is a crosswalk ahead. The RRFB at the African Burial Ground will provide a safer way to cross. Washington Street should remain two-way or be paired with Atkinson Street going the opposite direction. If it becomes a one-way, then people will still use it as a two-way when the bridge is up.

Liza Hewitt of 726 Middle Road commented on the Middle Road traffic calming, urged the Committee to pass the lower speed limit and traffic calming measures. The bollards narrow the area heading out of town and it can impact bikes. Ms. Hewitt questioned what area of Middle Road would be lowered to 25 mph, when the trial period would end, what criteria is needed to permanently lower the speed limit, and why not just change the ordinance for Middle Road along with Islington Street and Parrot Avenue. Islington Street is only proposed to lower to 25 mph from Spinney Road to Maplewood Avenue. It should be the whole length.

Andrea Ardito of 121 Northwest Street commented that she was hit by a car while crossing Maplewood Avenue. This is not an isolated incident; there have been many accidents. It is an arterial and neighborhood road. Cars still use a high rate of speed despite the traffic calming that is out there. The sidewalk is close to the cars, especially on the North Mill Bridge. There should be speed bumps or rumble strips on this street. They should make it more of a neighborhood road than an arterial road.

Rick Becksted of 1395 Islington Street commented that speed limits can be lowered to 25 mph with a traffic study. The proposed change on Islington Street should be for the whole street not just one section. Otherwise, traffic will accelerate going up the hill when they see the increased speed limit. It will become a drag strip. The proposal should be amended to include all of Islington Street.

Richard Smith of 93 High Street commented that skateboarders travel down the middle of the road on Hanover Street. Cars are not giving the right of way at the corner of Hanover Street and Bow Street. Busses coming down High Street back up traffic and are causing a safety hazard.

Annie Poubeau commented that she bikes around the City more than driving. Ms. Poubeau was grateful for the presentation on the Middle Street bike lane and that residents were included in the process. It is important to connect all neighborhoods to make it safe for everyone to bike. People are nervous to ride in traffic, so it would make things easier if it was more complete.

Jonathan Sandberg of 160 Bartlett Street commented that he bikes to and from work at the high school every day. It saves a lot of time especially with the bike lane. A lot more people would use it if it was better protected. Not everyone is comfortable riding in traffic.

Paul Spieler of 112 Court Street commented that there should be school zone signs on Court Street, Rogers Street and Parrott Avenue. Court Street will be the most densely populated street in the City and it should have posted speed limit signs.

Matthew Glenn of 34 Harrison Avenue commented that he was concerned about the proposed left hand turn lane in the Woodbury Avenue traffic calming proposal. It is unnecessary to give another lane to cars and it would narrow the bike shoulder. It would be a better use of space to add a protected bike lane. The Middle Street bike lane was a well vetted plan with lots of public input that resulted in protected bike lanes. Mr. Glenn hoped that the consultants recommended a returned space for bikers on the southbound side of Middle Street.

Rebecca McBeath commented that she appreciated the DPW and PTS members for all of their work on the Middle Road traffic calming effects.

V. PRESENTATIONS

Middle Street bike lane: update from consultant firm WSP

Debbie Finnigan, senior project manager for WSP, was hired by the City to look at data and field conditions to determine what should be done on the outbound lane of Middle Street. The goal was to conform to the City Council directive to determine if the plans that were originally built were acceptable or if it could be modified while retaining State funding. The bike lane was originally completed in 2018 and there were modifications in 2019 and 2021. City Council voted to install an RRFB and pedestrian crosswalk at Lincoln Avenue. They also moved parking back to the curb. They are discussing the parking today. Ms. Finnigan's role was a third-party reviewer. They did a conditions inventory on the corridor, including bike counts, speed data and accident data. They held a public meeting, did a door-to-door survey, and had an online survey. They got 290 responses, and 158 of them were from residents on Middle Street. In general people were in favor of a route that shows bikes sharing a road with cars. People are waiting for the pavement markings to be added because today it is confusing. Ms. Finnigan's recommendation was to keep the parking where it was. Putting the parking in the middle of the road was confusing to people. They should keep the existing bike lane with the sharrows and add signage. Speeds are somewhere between 25 mph and 35 mph, but the traffic count was light. Part of that could be because some of the counts were done during Covid. The bike counts for May-June of 2021 were 89 to 98. After the Fourth of July counts dropped to 55 to 71. Ms. Finnigan showed an image of where the handicap parking, regular parking and no parking zones were for that section.

Public Works Director Peter Rice clarified that the recommendation was to leave the modified configuration and supplement it with sharrows. Ms. Finnigan confirmed that was correct, along with signage.

Harold Whitehouse questioned if they would have to return State funding or not. Public Works Director Peter Rice responded that the former Mayor reached out to the State about modifications. The State was clear that they had to do a study and meet with them to share the results of the study. The State should be amenable to the changes. Ms. Finnigan has confirmed it's an acceptable approach. Harold Whitehouse questioned when the final decision

would be made. Public Works Director Peter Rice responded that they needed to meet with the State to get concurrence.

Ms. Finnigan commented that they did get accident data and it was minimal for this stretch of road.

Vice Chairman Steve Pesci questioned if the overall resurfacing and restriping was scheduled for this year. Public Works Director Peter Rice responded that they would be repainting the lines within the next couple of weeks. This will be last section they do. The big pavement job is a year or so out. There will be a public process for that, and this Committee will be involved. Vice Chairman Steve Pesci questioned if they would be re-blacking some of the areas out there today. Public Works Director Peter Rice confirmed they would be.

Erica Wygonik questioned if they would be repaving the road or reconstructing it. Public Works Director Peter Rice responded that it depended on City Council and the public's interest.

Mary Lou McElwain questioned if this presentation was the end of their discussion on the bike lane. Public Works Director Peter Rice confirmed it was.

Vice Chairman Steve Pesci questioned if they needed to make a motion. Public Works Director Peter Rice responded that the Committee could move to support the report, but this is a Council initiative so they will be voting on it.

Mary Lou McElwain commented that there was no easy decision for this stretch of road. They need to go with the basic solution of sharrows and better signage. The lines need to be re-drawn to make it clearer.

Chairman Andrew Bagley questioned why the sharrow was a better option than the bike lane that was briefly painted on the outside of the parking lane. Ms. Finnigan responded that her recommendation is in keeping with what is out there now, as it has been working relatively well. Doesn't mean that a bike lane can't be done, but change is hard for people, so this is the best solution based on what is out there now. It doesn't mean that a bike lane couldn't be done, but she is also recommending painting a line to designate the parking area, so that will help define things.

Vice Chairman Steve Pesci moved to accept the recommendations, seconded by Public Works Director Peter Rice.

Public Works Director Peter Rice clarified that overall, this was a Council policy decision.

On a roll call vote, the motion passed unanimously by an 8-0 vote. Police Chief Mike Maloney arrived to the meeting late.

VI. NEW BUSINESS *(No public comment during Committee discussion without Committee approval.)*

A. 100 Club valet renewal, by 100 Club.

City Transportation Engineer Eric Eby commented that this was The 100 Club's yearly request for the renewal of their valet license. It will continue to be for 7 days a week from 5 p.m. to midnight.

Erica Wygonik moved to approve the renewal of the valet parking license agreement for The 100 Club, seconded by Public Works Director Peter Rice.

Harold Whitehouse questioned what the fee was. City Transportation Engineer Eric Eby responded that the Fee Committee proposed to increase it this year. It was previously $675. The proposed fee is in the budget and needs to be accepted by City Council.

Mary Lou McElwain commented that the loading zone overlapped with the valet area for 2 hours and questioned if there had been any issues with that. City Transportation Engineer Eric Eby responded that there have not been.

Mary Lou McElwain questioned if they should vote on this without a defined fee. Public Works Director Peter Rice responded that the Council would determine the fee when the budget is approved. The requester is aware of the increase to $1500. This Committee is voting to approve the parking form not the contract.

On a roll call vote, the motion passed unanimously by an 8-0 vote.

B. Summit Avenue speeds, traffic calming request, from resident of Summit Avenue

City Transportation Engineer Eric Eby commented that this request came from a resident on Summit Avenue who was concerned about speeding. They put out speed recorders and the data is in the packet. On the weekdays the average speed was 21 mph and the 85th percentile was 25 mph. The weekend average was 19 mph and the 85th percentile was 24 mph. Cars are still traveling under the legal speed limit of 30 mph. There was concern that the recording location was not accurate, so they moved it down the street. The results were the same. There is a noticeable increase in traffic when school is in session, but they are all traveling under the speed limit. There is no need for traffic calming measures.

Harold Whitehouse moved to place on file, seconded by Public Works Director Peter Rice.

Erica Wygonik commented that they should change the speed limit to 25 mph because they have the data to support it.

Harold Whitehouse withdrew the motion and Public Works Director Peter Rice withdrew his second.

Erica Wygonik moved to lower the speed limit to 25 mph, seconded by Mary Lou McElwain.

Chairman Andrew Bagley questioned if they should send this to the speed limit working group. Erica Wygonik commented that the data was clear, so it didn't need to. City Transportation Engineer Eric Eby questioned if they should notice it for a future meeting. Vice Chairman Steve Pesci commented that Council will do that. City Transportation

Engineer Eric Eby noted that any action from this Committee is implemented on a trial basis. Public Works Director Peter Rice noted that people will have the opportunity to speak prior to this being made permanent. The justification and data support lowering the speed limit.

Mary Lou McElwain questioned if they had police presence there. Police Chief Mike Maloney responded that it was not a routine road that they ran traffic enforcement on. They could have the school resource officer monitor at the beginning and end of the school day. The average speed is 21 mph.

On a roll call vote, the motion passed unanimously by an 8-0 vote.

C. Coolidge Drive speed concerns, by resident.

City Transportation Engineer Eric Eby commented that this request came from a resident on Coolidge Drive who was also concerned about speeding. The speed limit is 20 mph. The average speed was 21 mph and the 85th percentile is 27 mph. Cars are traveling in the range of the posted speeds and traffic calming measures are not needed.

Erica Wygonik moved to place on file, seconded by Mary Lou McElwain.

On a roll call vote, the motion passed unanimously by an 8-0 vote.

D. Washington Street, request for one-way flow, by resident

City Transportation Engineer Eric Eby commented that this request came in at a public comment a couple months ago. They have looked at the issue in the past to make it a one-way between State Street and Court Street. They have taken measurements and watched video. Three quarters of the traffic is heading from Court Street up to State Street. There is a low volume coming the other way. If cars turn in from both directions, they can see each other and there is room for one car to pull off and let the other one by. Keeping it a two-way allows for flow when the bridge is up. It gives traffic the opportunity to get off State Street, otherwise traffic can block the Atkinson Street intersection. The recommendation is to keep it a two-way street. It works; and keeping the two-way traffic is critical from a public safety standpoint.

Public Works Director Peter Rice moved to table the request for a one-way flow, seconded by Vice Chairman Pesci.

Mary Lou McElwain commented that the outdoor seating at the Clipper restaurant exacerbates the problem. This does not need to be a two-way. Mary Lou McElwain questioned if emergency vehicles have had trouble traveling in that area. Police Captain Mike Maloney responded that he was not aware of any issues. Mary Lou McElwain noted that they may need to reconsider when the outdoor seating is out. City Transportation Engineer Eric Eby responded that their data from last year included the outdoor seating timeframe.

Vice Chairman Steve Pesci commented that it was important to maintain flexibility when the bridge was up. That overrides manipulating every ounce of safety on this street. Vice Chairman Pesci confirmed that he would support the motion.

Erica Wygonik commented that there is no crash history in this area, and cars travel at slow speeds and have good visibility.

On a roll call vote, the motion passed by a 7-0 vote. Police Chief Mike Maloney had to step out and did not vote.

VII. OLD BUSINESS

A. Neighborhood Parking Program, report back through 4/30. Committee to make recommendation to Council

Parking Director Ben Fletcher provided an update on the levels of participation and cost of the Neighborhood Parking Program updated through April 30, 2022. The parking program has issued 430 regular passes. 377 from the neighborhood, and 53 from elsewhere in Portsmouth, and 220 are guest permits. Overall, there are 650 passes, which is 259 percent of the total 251 space inventory in the neighborhood. The neighborhood is upside down on the supply and demand. The total cost to date is $91,650. Operational costs are a monthly average of $9,447.03. Initially the City decided the pilot program would carry no fee for participation. The average cost for the program is projected to be $114,267 annually. Dividing that by 650 passes yields $176 per pass per year. If there is a 15 percent reduction in participation, then it would be $207 per pass to break even.

Erica Wygonik questioned if the guest passes were the same cost as the resident ones in those projections. Parking Director Ben Fletcher confirmed that was correct.

Parking Director Ben Fletcher noted that comments have been pretty evenly split between positive and negative.

Erica Wygonik commented that the report should include information on the capacity for the extra month. Parking Director Ben Fletcher responded that occupancy was ticking back up to the mid- 60 percent, which is standard for this time of year. It has been a similar ramp up to last season.

Chairman Andrew Bagley moved to refer the data to City Council for their consideration, seconded by Mary Lou McElwain.

Chairman Andrew Bagley commented that they should provide the cost information for the Dover, NH NPP permits. That can help inform the conversation for the Council.

Erica Wygonik commented that it should include the standard pass vs. guest pass cost as well. Parking Director Ben Fletcher confirmed that he would reach out to Dover.

Public Works Director Peter Rice clarified that information will be reported to Council but not back to this Committee.

On a roll call vote, the motion passed by an 8-0 vote.

B. Woodbury Avenue traffic calming, report back on data collection and possible actions

City Transportation Engineer Eric Eby commented that they have collected speed data in this area over the past few years. Average speeds are between 28-32 mph and the 85th percentile was between 32-36 mph. That is significantly over the 25-mph posted limit. They have put up "your speed is" signs and warnings that cars were entering a residential area. It is an arterial roadway which means it typically would not receive physical traffic calming measures. They can try to narrow the road. One option is to put in a raised median island at the Rockingham Avenue intersection. This treatment typically slows traffic down and gives pedestrians a two-stage crossing. Generally, it is effective. They can also do the same treatment at the Dennett Street intersection. Another proposed improvement is a left-turn lane. There is not a great need for it, but there is extra width in the shoulder there. They could put in a protected bike lane instead.

Erica Wygonik commented that she liked the gateway treatment and agreed with the public comment. There is no value in a left-turn lane. It would be better to put in a painted bike lane.

Vice Chairman Steve Pesci commented that he agreed that the left-turn lane was not necessary. They should match the green paint to make a bike lane and include a sharrow for the bikes to turn left. The sidewalk on Rockingham Avenue should not be so wide. City Transportation Engineer Eric Eby responded that the thought was that it could be a multi-use path. Vice Chairman Steve Pesci commented that they should keep the bikes safely in the road and put in a normal sidewalk. Matching the median treatment on the other end of the corridor would be good.

Public Works Director Peter Rice commented that the next step would be to clearly call out the proposal and notify residents on Woodbury Avenue. Vice Chairman Steve Pesci requested that they include the treatment on both ends at the next presentation.

Vice Chairman Steve Pesci questioned if this was in the CIP. Public Works Director Peter Rice confirmed it was.

Chairman Andrew Bagley commented that it sounded like there was a consensus to remove the left-hand turn lane. Erica Wygonik confirmed they preferred a bike lane. Public Works Director Peter Rice responded that they would include dimensions in the next presentation because there may be room for both.

Harold Whitehouse questioned if the bus stop would be impacted. Public Works Director responded that it would not be.

Erica Wygonik moved to have staff report back with revised plans for intersection treatments at Rockingham Avenue and at Dennett Street and notify residents of intended plans, seconded by Vice Chairman Steve Pesci.

On a roll call vote, the motion passed by an 8-0 vote.

C. State Street and Union Street: Report back on request for 4-way stop from SeeClickFix

City Transportation Engineer Eric Eby commented that this was a request for an all way stop at State Street and Union Street. They evaluated the traffic counts and sight lines. The conditions do not meet the warrants for a 4-way stop. Traffic is much heavier on State Street. The sightlines for cars turning from Union Street onto State Street are good. A 4-way stop would just result in more traffic on State Street rolling through the sign.

Public Works Director Peter Rice moved to table the request for an all-way stop, seconded by Erica Wygonik.

On a roll call vote, the motion passed by an 8-0 vote.

D. Middle Street bike lane, update from consultant (see above presentation)

E. Raynes Avenue and Vaughan Street one-way, report back on abutter meeting

City Transportation Engineer Eric Eby commented that they held a public meeting on the proposal to change the flow on Raynes Avenue and Vaughn Street from a two-way to a one-way. The proposal is to bring traffic in from Maplewood Avenue onto Vaughn Street and circulate traffic counterclockwise onto Raynes Avenue. Then cars can go back out onto Maplewood Avenue. One person showed up to the public meeting and they were in support. The businesses in the area are in support. They made the change on a temporary basis during the construction of the hotel, and it worked well.

Erica Wygonik moved to approve a one-way flow on Vaughan Street and Raynes Avenue, in a counterclockwise direction, seconded by Public Works Director Peter Rice.

On a roll call vote, the motion passed by an 8-0 vote.

F. Suzanne Drive cut-through traffic, report back on 4.20.22 neighborhood meeting and possible actions

City Transportation Engineer Eric Eby commented that at the neighborhood meeting for the proposed sidewalk project residents expressed concerns about cars cutting through and speeding on their street. After monitoring the street, they saw 50 percent of the traffic was cut-through traffic. The proposal is to put speed tables in a couple locations on Suzanne Drive. One will be near the entrance of Suzanne Drive so drivers can see it from Lafayette Road. There will be another further down the road. They are also proposing another one on Winchester Street. The neighborhood was in favor of the speed tables.

Chairman Andrew Bagley commented that he spoke to a resident on Winchester Street and he was not convinced a speed table was needed there. Suzanne Drive has cut-through

traffic, but Winchester Street is all local traffic. Putting in a speed table could cause more grief than solving a problem.

Vice Chairman Steve Pesci commented that they should move forward with the speed tables on Suzanne Drive and hold off on the speed table on Winchester Street.

Erica Wygonik questioned if they needed two speed tables on Suzanne Drive. Public Works Director Peter Rice confirmed they did.

Public Works Director Peter Rice moved to approve two speed tables on Suzanne Drive as shown on plan, and postpone installing one on Winchester Street, seconded by Vice Chairman Steve Pesci.

On a roll call vote, the motion passed by an 8-0 vote.

G. Speed Limit Subcommittee report back with initial recommendations for Middle Road, Islington Street and Parrott Avenue

Tyler Reese commented that the speed limit working group has come up with some recommendations and some suggestions. One recommendation is to lower the neighborhood connector target speed to 25 mph in the Complete Street Guidelines. They need to perform a traffic study to lower a speed limit from 30 mph to 25 mph. They have done a traffic study for Islington Street from Spinney Road to Maplewood Avenue. That is why they are proposing to lower the speed for that section. They also have a traffic study to support lowering the speed on Parrott Avenue. They have not forgotten about the rest of Islington Street, but if the 85th percentile does not align with lowering the speed limit, then they need to do a more in-depth study. That will take more time. That is why they are only recommending this section of Islington Street for now. The 85th percentile on Middle Road is more than 25 mph. They cannot legally lower it without a traffic engineering study. The proposal is to reinstall the 2021 traffic calming measures, lower the speed limit to 25 mph, and putting in an RRFB at Riverbrook Condos. This will be a six-month trial and they will monitor the results. The current speed data for Middle Road is average speeds of 32-33 mph and an 85th percentile of 37-39 mph. That speed is measured at the speed feedback signs on the road. Middle Road needs a long-term CIP planning project to look into traffic calming. Today the road has a shoulder for parking and a sidewalk without curbing. Some ideas they have discussed for long-term calming include a roundabout at the Peverly Hill Road intersection, putting in raised crosswalks, narrowing the streetscape, curbing the sidewalks, and realigning the intersection of Middle Road and South Street. Those are large projects that will need planning and funding. These concepts will be brought back at a future meeting. One concept they have discussed is creating a downtown advisory speed zone with a target speed of 20 mph. They are not sure what this geographical area would look like yet. They have discussed advanced crosswalk decals to remind pedestrians to be alert in the downtown pedestrian zone. The last concept is incorporating neighborhood gateway signage for key neighborhood entry points.

Vice Chairman Steve Pesci commented that the neighborhood entry signs should include the name of the neighborhood, the speed limit, and a reminder about safe driving. The downside of including those is that it's a lot of signs.

Public Works Director Peter Rice questioned why they couldn't do a trial on the rest of Islington Street like they are proposing for Middle Road. It would be appropriate to do that section as a trial.

Harold Whitehouse commented that they should give top priority to creating a downtown pedestrian zone.

Erica Wygonik commented that just lowering a speed limit sign on a road that doesn't support it does not work. Lowering a speed limit with traffic calming measures as well is more likely to be successful. The intention is to get the speeds they want and support it with infrastructure changes. Also, they are not recommending specific long-term improvements for Middle Road. Those were more concepts to consider. They should not be part of the motion.

Public Works Director Peter Rice commented that it will be good to compare lowering the speed limit on Islington Street and lowering the speed limit on Middle Road with traffic calming measures. Then they can compare the speed changes on both. Vice Chairman Steve Pesci noted that the RRFB on Islington Street and Vine Street will help.

Erica Wygonik commented that the working group is trying to be thoughtful and systematic. They are looking at neighborhood connector streets in this meeting and also trying to take action on what makes sense. They have data and can act on these streets within the area they are looking at.

Vice Chairman Steve Pesci moved to approve recommendations for lowering speed limit on Middle Road between Peverly Hill Road and Middle Street to 25 MPH, for a six-month period; lower speed limit on Islington Street between Spinney Road and Maplewood Avenue to 25 MPH; lower speed limit on Islington Street between Spinney Road and Greenland Road to 25 MPH for six-month period; lower speed limit on Parrott Avenue to 25 MPH. Change target speed on Neighborhood Collector streets to 25 MPH in City's Complete Streets Design Guidelines. Install RRFB on Middle Road at Riverbrook Condominiums crosswalk. Reinstall traffic calming measures on Middle Road from Peverly Hill Road to Middle Street, seconded by Harold Whitehouse.

On a roll call vote, the motion passed by an 8-0 vote.

Vice Chairman Steve Pesci commented that the working group was going to look at refining the boundaries to the downtown and potentially better signage options.

Chairman Andrew Bagley commented that he was concerned that focusing on the downtown may send a message that it is more important than other sections of the City, especially other thickly settled areas. A possible solution is addressing entry points into the City with signage.

Erica Wygonik commented that they were focusing on the commercial area where tourists who may not be as familiar with the City come to visit.

Vice Chairman Steve Pesci commented that the neighborhood gateway signage can help address that concern. Erica Wygonik commented that the state doesn't allow posted speeds below 25 mph. They are working on how to communicate the message that the appropriate speed is 20 mph even though the state statute is for 25 mph.

Public Works Director Peter Rice commented that he did not support the crosswalk decal concept. Harold Whitehouse commented that it was important for people to look up. Public Works Director Peter Rice commented that it was a commonsense item and people needed to be responsible for their own actions. This would be a lot of paint and add clutter to the road.

Parking Director Ben Fletcher noted that adding painting projects will also result in added upkeep. Vice Chairman Steve Pesci noted that they could consider a decal as well.

Vice Chairman Steve Pesci commented that they would report back next month.

VIII. INFORMATIONAL

A. Monthly accident report from Police

Police Captain Mike Maloney commented that they had 68 total crashes in March and 45 of them were reportable. There were no bike collisions. There was one pedestrian accident in the parking lot of the hospital.

Mary Lou McElwain questioned if that was the accident that was discussed in public comment. Police Captain Mike Maloney responded that was in April. It was not reported as a vehicle accident because the on-scene determination showed that there was no contact by the pedestrian and vehicle. Police Captain Mike Maloney confirmed that he would follow up with Ms. Ardito because that was not what she reported today.

B. Islington Street and Vine Street: Update on request for Rectangular Rapid Flashing Beacon (RRFB) system installation

City Transportation Engineer Eric Eby commented that they were still gathering data for items B, C, and D. He would have more information to report back on next month.

C. South Street and Broad Street: Update on request for RRFB

D. State Street crosswalk at African Burial Ground, update on request for RRFB

IX. MISCELLANEOUS

None

X. ADJOURNMENT

Harold Whitehouse moved to adjourn the meeting at 10:36 a.m., seconded by Public Works Director Peter Rice; motion passed 7-0. Mark Syracusa had to leave the meeting early.

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:* https://us06web.zoom.us/webinar/register/WN_y7od4LDkS3i-94M52xFDfA

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – June 2nd, 2022
Conference Room A

PRESENT: **Members**: Mary Lou McElwain, Steve Pesci, Mark Syracusa(z), Harold Whitehouse, Erica Wygonik, Police Captain Mike Maloney, DPW Director Peter Rice, Councilor Andrew Bagley, City Manager Karen Conard

City Staff: Traffic Engineer Eric Eby

ACTION ITEMS FOR CITY COUNCIL
• None

1. **Roll Call**

2. **Financial Report**: Accepted and placed on file Financial Report dated April 30, 2022.

3. **Public Comment Session**: There were ten speakers: **Dave Underhill, Allyson Melchor, James Christie, Brian O'Neill, Erin Proulx and Anna Kay Vorsteg** all regarding traffic calming in the area of South Street and Pinehurst Street. **James Christie** also spoke regarding tree roots in the sidewalk on South Street. **Chuck Collins** spoke concerning Little Harbor Road traffic in summer. **Annie Poubeau** concerned with raising speed limit on Cottage Street, flashing beacon on Bartlett and Pine, and crosswalk at Bartlett and Islington Streets. **Justin Richardson** concerned with speeding on Woodbury Avenue.

4. **South Street and Pinehurst Road: On unanimous roll call 9-0, voted to**: install intersection warning sign, radar speed sign and speed limit sign west of intersection. And, to construct a sidewalk along South Street between Pinehurst Road and Union Street as funding allows, and to install no parking here to corner signs on South Street 20 feet from Pinehurst Road as well as on both sides of Pinehurst Road 30 feet from corner of South Street.

5. **Bartlett Street at Pine Street, request for RRFB at crosswalk by resident: On unanimous roll call 9-0, voted to:** place on file and incorporate into larger traffic calming project for Bartlett Street.

6. **Woodbury Avenue Traffic Calming measures: On unanimous roll call 9-0, voted to:** support a traditional design for both intersections of Woodbury Avenue, at Dennett Street and Rockingham Avenue, as presented by the traffic engineer, not to include a traffic circle.

7. **Islington Street at rail trail entrance: On unanimous roll call 9-0, voted to:** move forward with a crosswalk with appropriate signage and tip down as funding allows, and to consider an RRFB at a later date.

8. **Mechanic Street: On unanimous roll call 9-0, voted to:** place the suggested angled parking on file.

9. **Speed Limit Working Group Presentation:** *Informational; no action required.*

10. **Islington Street at Jewell Court: On unanimous roll call 9-0, voted to:** place request for DO NOT BLOCK intersection on file.

11. **McKinley Road, Harrison Avenue and Garfield Road intersection: On unanimous roll call 9-0, voted to:** place on file until public meeting and comment for full neighborhood project.

12. **Maplewood Avenue at Dennett Street: On unanimous roll call 9-0, voted to:** further study this intersection.

13. **Monthly Accident Report**: *Informational; no action required*.

14. **Roadway projects in June:** *Informational; no action required*.

15. **Adjournment**: **On unanimous roll call 9-0, voted to** adjourn 10:42 AM

Respectfully submitted by: Leila Birr

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **June 2nd, 2022**

MINUTES

DRAFT

I. CALL TO ORDER

Vice Chairman Steve Pesci called the meeting to order at 8:30 a.m. Vice Chairman Steve Pesci noted that Chairman Bagley would be arriving late to the meeting.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley
Vice Chairman Steve Pesci
City Manager Karen Conard
Public Works Director Peter Rice
Police Captain Mike Maloney
Harold Whitehouse
Mary Lou McElwain
Mark Syracusa
Erica Wygonik (Alternate)

Absent
Assistant Fire Chief William McQuillen

City Staff Present:
Parking Director Ben Fletcher
City Engineer – Parking, Transportation and Planning Eric Eby

III. FINANCIAL REPORT

Harold Whitehouse questioned if the City Council saw these reports. City Manager Karen Conard responded that they were provided regular updates and they know the status of the YTD.

Harold Whitehouse moved to accept the Financial Report dated April 30, 2022, and place it on file, seconded by Mary Lou McElwain. **On a unanimous roll call vote, motion passed 8-0.**

IV. PUBLIC COMMENT (15 MINUTES)

(This is the time for all comments on any of the agenda items or non-agenda items.)

Dave Underhill of 115 Pinehurst Road commented that he sent a letter to the Committee and was delighted and grateful that the team took their concerns seriously. It appears that the data collected is supportive of what was suggested in letter. The sample motion in the agenda will address the concern. They may want to think about adding no parking from the hill to the corner on Pinehurst Road. Vendor trucks park at intersection a lot and can be in the way.

Allyson Melchor of Pinehurst Road echoed the previous comments and thanked the Committee for their time and attention to this dangerous intersection. Speeds in that area are a concern for all of us.

Chuck Collins of 30 Little Harbor Road commented that a year ago the Committee monitored the speed and other actions on Little Harbor Road. Since then, they have removed some trees along the edge of the road and repaved it. It is camp and walking season again. Mr. Collins was disappointed to learn that the Committee has decided to do nothing other than monitor the situation. Mr. Collins also questioned how to find the agenda and minutes for these meetings.

Annie Poubeau of 160 Bartlett Street commented that Cottage Street has a lot of pedestrian activity in that area, but no sidewalk on large portions of the street. Ms. Poubeau was against raising the speed limit on Cottage Street. Bartlett Street has a proposal in the packet for a flashing beacon at Bartlett Street and Pine Street. There is nothing wrong with adding a beacon, but they should not be a substitution for actual traffic calming. That is still needed. The RRFB is a traffic flow management tool, but drivers can ignore them. Lastly, there is no crosswalk at Bartlett Street and Islington Street connecting the corner to CVS. The packet has proposed changes for Jewel Court, so that may be a good time to add a crosswalk.

Justin Richardson of 586 Woodbury Avenue commented that he was concerned about the speeds on Woodbury Avenue. The final stretch coming down the hill approaching the traffic circle is very fast. There is a school bus stop in that area. People have to cross Woodbury Avenue to get to it but there is no crosswalk in that area. People are driving like they are already on the highway. Mr. Richardson suggested adding speed tables on the road like they did on Maplewood.

James Christie of Jones Avenue was in favor of the proposed RRFB on South Street with some caveats. The damaged sidewalk makes it hard to navigate. Beefing up the crosswalk that is there now would be good. One commenter said that not all drivers know what to do at an RRFB and Mr. Christie agreed with that. They may want to consider other traffic calming measures in addition to the RRFB.

DRAFT

Brian O'Neill of 815 South Street supported the proposed change on South Street. The speeds were high coming down the hill on South Street. Mr. O'Neil thanked the Committee for considering this issue.

Erin Proulx 99 Marne Avenue thanked the Committee for the work they have done and was in support of the proposed RRFB on South Street. Ms. Proulx agreed with Mr. Christie's comments on the damaged sidewalk. It is difficult to pass for anything with wheels.

Anna Kay Vorsteg of 35 Pinehurst thanked the Committee for their actions to increase safety at South Street and Pinehurst Road.

V. PRESENTATION

No presentation

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. South Street and Pinehurst Road, request for intersection safety evaluation, by residents of Pinehurst Road.

City Engineer Eric Eby showed a diagram of the area around South Street and Pinehurst Road. Staff measured speeds, sight lines, and turning movement counts. The average speed is 28 mph and the 85th percentile 31 mph. Sight lines are based on the 85th percentile speed. Pulling out on Pinehurst looking left cars can see 256 feet. That is sufficient for 32 mph speeds, so it does meet the minimum criteria. That is why they are not seeing a lot of accidents. The sightline approaching the intersection on South Street is 188 feet. That is sufficient for 26 mph. They can't increase the sight distance, so the other option is to lower the speeds on South Street. The recommendation is to put up another 20-mph sign at Union Street and installing a speed feedback sign. They can also add an intersection warning sign with Pinehurst Road under it, so cars know there is an intersection on the other side of the hill. Those are things they can do to quickly to address the speed. They can install a no parking from here to corner sign as well.

Erika Wygonik commented that the public comment made it seem that trucks are also parking on the other side of the road. That may be an additional concern. Erika Wygonik questioned if they could put in no parking for 30 feet on the west side of the road. City Engineer Eric Eby confirmed that they could put it on that side as well too.

Mary Lou McElwain noted that on the site walk someone mentioned that delivery trucks parked at the corner, so they should add no parking signs there as well. City Engineer Eric Eby confirmed they could do no parking within 20 feet of intersection on South Street.

DRAFT

Harold Whitehouse commented that someone mentioned extending the sidewalk on South Street to Pinehurst at the site walk as well and questioned if that was possible. City Engineer Eric Eby responded there appears to be enough land to construct a sidewalk, but they need to do some grading work and likely a retaining wall. It would be more of an effort than a typical sidewalk. There is a paving project coming along soon for South Street and they will be installing curbing. Public Works Director Peter Rice added that they were looking at what resources were available. They may have residual funds. The CIP is structured to allow for miscellaneous fund to address issues like this. The bids for sidewalks are out, so once they are back, they will have a better idea of what is available. The curbing will be added, so they don't need to rework the edge when they are adding sidewalks.

Vice Chairman Steve Pesci questioned how DPW determined the priority level for sidewalk requests. Public Works Director Peter Rice responded that they look at safety and connectivity. There are several requests out there. One would think sidewalks are in demand, but there are people who don't want them. In this case, they have not heard negative feedback, so the assumption is that it is an acceptable project. Vice Chairman Steve Pesci commented that someone spoke about Cottage Street as well. Public Works Director Peter Rice responded that they had a public meeting about that last fall. That area is in review for traffic calming and upgrades. There is already defined work for South Street so if they are already mobilized, then it probably makes sense to take care of it.

Mark Syracusa commented that they had an email from a resident who was concerned about the flashing overhead light and questioned if that would be removed. Public Works Director Peter Rice responded that the flashing overhead light would remain and was a standard traffic management technique. Mark Syracusa questioned if there were any alternatives. Public Works Director Peter Rice responded that it is needed in that location for ambulance traffic going to Edgewood. They need to make people aware that they are approaching a potentially busy intersection.

Erika Wygonik questioned if parking was allowed on South Street at all now. City Engineer Eric Eby responded that he thought it was. Parking is allowed on any street unless it is prohibited in the ordinance.

Erika Wygonik moved to install intersection warning sign, radar speed sign and speed limit sign west of intersection. And, to construct a sidewalk along South Street between Pinehurst Road and Union Street as funding allows, and to install no parking here to corner signs on South Street 20 feet from Pinehurst Road as well as on both sides of Pinehurst Road 30 feet from corner of South Street, seconded by Mary Lou McElwain. **On a unanimous roll call vote, motion passed 8-0.**

B. <u>Bartlett Street at Pine Street, request for RRFB at crosswalk, by resident.</u>

Chairman Andrew Bagley arrived at 9:35 am.

DRAFT

City Engineer Eric Eby commented that they looked at the crosswalk at Bartlett Street and Pine Street that is near the playground. They collected data over the weekend and gathered a total of 39 hours of footage over 3 days. They saw a total of 14 pedestrians and the most was 3 in one hour. With the low volume of pedestrians, this is not a high priority for pedestrians, but they do have a traffic calming project for Bartlett Street and that may be addressed there. There is not a critical need here. There are faster cars but there is not a heavy volume of pedestrians, and they are crossing safely.

Vice Chairman Steve Pesci commented that he supported waiting to deal with this as they looked at Bartlett Street in total. It would be better to deal with it comprehensively. Mary Lou McElwain requested that they take a more comprehensive look at the amount of RRFB's in the City now, and the requests that are coming in. Erika Wygonik suggested that Mary Lou McElwain could lead a working group on that.

Harold Whitehouse moved to place on file and incorporate into a larger traffic calming project for Bartlett Street, seconded by City Manager Conard. **On a unanimous roll call vote, the motion passed 9-0.**

VII. OLD BUSINESS

A. Woodbury Avenue Traffic Calming, update on alternative options

City Engineer Eric Eby commented that they were asked to come back with alternatives on Woodbury Avenue. One alternative at the intersection of Woodbury Avenue and Dennett Street would be to put in a median island with pedestrian crosswalk. It would be a gateway treatment. They would expand the roadway alignment which would tie in nicely to the new alignment with the bridge at the northbound ramp. The island would be a pinch point for traffic coming into that section of Woodbury Avenue. The other alternative would be a mini roundabout at the Woodbury Avenue and Rockingham Avenue intersection. They can do it with paint. Trucks would have a tough time with it, but they can drive over it. These have been successful in other cities in the country. Another option for the Rockingham Avenue intersection would be to create a median island and keep the traffic through lane close to the sidewalk. There have been comments about a protected bike lane but there is no bike lane in this section of Woodbury Avenue beyond the intersection. The raised median is a greater benefit than a protected bike lane.

Public Works Director Peter Rice moved to allow for public comment, seconded by City Manager Conard. **On a unanimous roll call vote, motion passed 9-0.**

Harold Whitehouse questioned if they considered tractor trailer trucks with the roundabout proposal. City Engineer Eric Eby confirmed that they did. The roundabout would have to be something that is mountable.

DRAFT

Justin Richardson commented that he bikes downtown along that section and that upper side on the plan is the better place for a bike lane because it avoids bikes running into the intersection. The north side is a safer side to bike on. Mr. Richardson was concerned that the mini traffic circle may cause traffic congestion with cars queuing. The better solution may be a raised speed table to prevent queuing at roundabout. Public Works Director Peter Rice noted that the challenge with Woodbury Avenue is that it's designated as an arterial road. The design criteria does not recommend raised tables on that type of road. That designation is not something the City creates. The State sets that. They would not want to go against those design requirements. The roundabout would be a change, but it would not create a larger queue. It would reduce it because it would create a predictable form of traffic. It has been used in other places successfully. It would be interesting to try it as a pilot effort. The alternative with an additional median would be the best approach to address the issue.

Erika Wygonik commented that she liked all the designs, and they were good steps forward. The mini roundabouts are a good option and should be used more in the City. It would be good to use them more in neighborhoods. They work well for traffic calming and trucks can navigate them. Whatever goes in, there should be some landscaping involved. It should not just be paving.

Vice Chairman Steve Pesci commented that a good example of a neighbored garden spot was at Thornton Street and Woodbury Avenue. Vice Chairman Steve Pesci supported introducing the mini roundabout. There are a lot of neighborhoods where this would be a good traffic calming device. This may not be the best spot for it. It would not be good to pilot a mini roundabout in a spot that is not ideal. That would put people against it. The design at the Dennett Road intersection is good. Vice Chairman Steve Pesci commented that he would support either design at the Rockingham Avenue intersection, but they should pilot mini roundabouts in other locations and put a more traditional treatment on Woodbury Avenue.

Harold Whitehouse questioned if this would impact federal or state funding. Public Works Director Peter Rice responded that it would not, these are acceptable treatments for this roadway. Public Works Director Peter Rice agreed with Vice Chairman Steve Pesci and retracted his thought about piloting a mini roundabout in this location. There are better locations in the City to pilot this.

City Engineer Eric Eby commented that this was an arterial roadway. The mini roundabout may not be the best here. Vice Chairman Steve Pesci questioned if these were called diverters. Erika Wygonik responded that these were called mini roundabouts. A diverter involves limiting traffic in a specific location. Erika Wygonik noted that her neighborhood would be a good location to pilot a mini roundabout.

Kenneth Ferrer of Woodbury Avenue agreed with the traffic calming solutions but commented that a lot of the speeding happened between the intersections. There should be traffic calming there as well.

DRAFT

Vice Chairman Steve Pesci moved to support a traditional design for both intersections of Woodbury Avenue, at Dennett Street and Rockingham Avenue, as presented by the traffic engineer, not to include a traffic circle, seconded by Mary Lou McElwain.

Erika Wygonik commented that they should add in a location to test a mini roundabout. Public Works Director Peter Rice responded that they should be treated separately and clearly distinct proposals.

On a unanimous roll call vote, the motion passed 9-0.

B. Islington Street at Rail Trail entrance, update on citizen request for RRFB.

City Engineer Eric Eby commented that they collected data at the intersection and saw 15 pedestrians crossing an hour during early spring in good weather. They expect it to increase, and it supports the warrants to put a crosswalk in. The sightlines are good in each direction, so this is the best location. An RRFB could be helpful, but pedestrians are not having a hard time crossing the street. There are plenty of gaps in traffic and if a pedestrian has to wait, then it is only for 5 seconds. The crosswalk is warranted, and they could consider adding an RRFB at a later date if it is needed. At this time, this location is not a high priority for an RRFB.

Vice Chairman Steve Pesci moved to move forward with a crosswalk with appropriate signage and tip down as funding allows, and to consider an RRFB at a later date, seconded by Mark Syracusa.

Mary Lou McElwain commented that other communities have a significant crosswalk and an RRFB where the rail trail is. Vice Chairman Steve Pesci commented that this was a great first step. When the rail trail is completed, then they may need to assess again. Chairman Andrew Bagley added that this access point was not as obvious. Adding a crosswalk may advertise the access better.

Mark Syracusa agreed to do it in phases and monitor to see if RRFB needed. The crosswalk can be done in the short term. Public Works Director Peter Rice confirmed it could. They need to put in a tip down, but they have funding to do it and painting is easy.

Vice Chairman Steve Pesci questioned if it would be appropriate to have sign alerting people that it was a pedestrian and bike crossing. City Engineer Eric Eby confirmed they could add that.

Harold Whitehouse requested more information on the rail trail. Public Works Director Peter Rice responded that the trail would go all the way to Massachusetts on the old Boston and Maine Railroad. The State owns that corridor now.

On a unanimous roll call vote, the motion passed 9-0.

DRAFT

C. South Street at Broad Street, update on staff request for RRFB.

City Engineer Eric Eby commented that they were continuing to collect data. Traffic can back up during school pick up and drop off, but pedestrians and cars are not heavy at the same time. It has been working well according to the video footage and is not a critical concern. Traffic increases in the summer, but they have not seen a critical need for an RRFB. They can add signs and continue to monitor if needed.

Erika Wygonik commented that she was concerned about cars moving too fast while pedestrians were trying to cross. This is effectively a safe route to school for that quadrant of town. They need to ensure this is a comprehensive plan to get kids to school safely. City Engineer Eric Eby responded that pedestrians have been crossing without issue. They are waiting for a gap in traffic and there have not been any close calls. The sidewalk section on South Street between Pine Street and Sagamore Avenue will be removed, so that will increase pedestrian traffic. It's a tough call because it has been working well.

Mary Lou McElwain questioned when the sidewalk would be removed. Public Works Director Peter Rice responded that he was hesitant to pull the sidewalk up, and he wanted to get consensus here before they did anything. They want to protect trees and pedestrians. Right now, people are using the heaved sidewalk. It is not ADA compliant, but people are still navigating it.

Mark Syracusa questioned if they were doing traffic safety enhancements at the corner of South Street and Sagamore Avenue. Public Works Director Peter Rice responded that it was done a while ago. Mark Syracusa questioned if people were crossing there. City Engineer Eric Eby confirmed they were.

Vice Chairman Steve Pesci commented that the RRFB was not necessary because it is one block away from a recently updated signalized crossing. This is not the best use of an RRFB. Erika Wygonik agreed, but if there was a barrier to get to the signalized intersection, then it's a false option. However, an RRFB may not be desired in this location. This is the only significant crossing on the larger road that doesn't have a crossing guard. It may be good to add one there. Public Works Director Peter Rice responded that they had a crossing guard at Miller Avenue and South Street. They could consider moving that person over and rely on kids to use the crosswalk buttons.

Mark Syracusa questioned if there was any video showing people walking past the old trees and sidewalk. If the DPW removes it, then maybe they should make it a natural path and not lawn. City Engineer Eric Eby responded that people are definitely still using that section of sidewalk.

DRAFT

D. State Street crosswalk at African Burial Ground, report back, from NB B 4.7.22.

City Engineer Eric Eby commented that they were collecting video at the State Street crosswalk and have not seen issues with traffic yielding to pedestrians at the crosswalk. Pedestrians are crossing without hesitation or delay. It is working well. City Engineer Eric Eby commented that he would not recommend an RRFB at this time.

E. Mechanic Street, suggested angle parking, by resident.

Public Works Director Peter Rice moved to place suggested angled parking on file, seconded by City Manager Karen Conard. **On a unanimous roll call vote, the motion passed 9-0.**

F. Speed Limit Working Group Presentation

Erika Wygonik commented that last time they talked about reestablishing the neighborhood connectors to 25 mph in the design guidelines. They have continued to look at the connector streets to see what is aligned with that and what is different. In general, they adjusted all the streets to come into alignment. Islington Street and Middle Road have 6-month trial periods at 25 mph. They are still working on South Street. There are a couple neighborhood connector streets that they are recommending change to primary connector streets. The primary connector streets are a suggested speed of 30 mph. That is due to the nature of the road and the supported treatment. Farm Lane and Rockingham Avenue don't feed into neighborhoods. The type of traffic and number of curb cuts on those roads serve as a primary connector. The type of pedestrian and bike treatment that should be put on those roads is more consistent with a primary connector street. There are also a few streets that they are recommending change to neighborhood slow streets. They will have a 20-mph speed limit. Those streets are not getting to a neighborhood but are part of a neighborhood. Instead of changing the speeds from 20 mph to 25 mph they just changed the category. There are a couple neighborhood connecter streets that are currently at 20 mph and they are recommending raising those to 25 mph to be in accordance with their categories. They are streets accessing neighborhoods and have through traffic on them.

Harold Whitehouse questioned if they considered the senior center on Cottage Street when recommending raising the speed limit from 20 mph to 25 mph. Erika Wygonik confirmed they did and added that all changes are up for discussion. 20 mph is a very slow speed that is not in accordance with state law and meant for within a neighborhood. Cottage Street serves through traffic and local traffic. If the street feels like there should be a sidewalk to be safe on that road, then it's a 25-mph road. Vice Chairman Steve Pesci added that this would be in addition to completing a sidewalk system on Cottage Street. It should be a 25-mph street with a completed sidewalk system. Erika Wygonik noted that they were working hard to make sure there was a consistency and continuity with the context of the street and surrounding streets.

DRAFT

Erika Wygonik commented that they were moving on to look at primary connectors next and align them with the guidelines. They are recommending adding Farm Lane and Rockingham Avenue to the primary connector streets category. Many in this category are already at 30 mph, but there are some inconsistencies. Peverly Hill Road and Elwyn Road are at 20 mph and have plans for mixed-use paths and bike lanes. The intention is to wait until those projects are done, and then monitor speeds. New Castle Avenue is tricky because the speed limit changes along the road. They are starting to think about how to approach that.

Erika Wygonik commented that they were also exploring the idea of a downtown advisory speed zone. They are getting legal input on that, but the idea is to have a 25-mph range for that. Vice Chairman Steve Pesci commented that they have met with constituents and the Assistant City Attorney and are awaiting feedback.

Erika Wygonik concluded that they were recommending reclassifying 2 streets as primary connectors, 4 streets to neighborhood slow streets, and adjusting 3 streets to match the remaining neighborhood connector speeds. Next steps are to look at primary connectors and a downtown speed advisory zone.

Police Captain Mike Maloney requested that they have a formal way of notifying the Police Department when there is a speed change. The Department looks at the ordinance regularly for enforcement and are surprised sometimes when they see new posted speeds. Police Captain Mike Maloney questioned how quickly the ordinance was updated. City Engineer Eric Eby responded that any measure adopted by City Council can be implemented for 1 year pilot. If it is successful, then it goes through the 3 readings and formalized. Public Works Director Peter Rice responded that in terms of clarity from a legal perspective it would be best to wait for the ordinance to change before enforcing the change.

Mary Lou McElwain commented that it was good to get speeds lowered and more consistent and questioned if there had been public feedback on this. Chairman Andrew Bagley responded that there has been positive feedback. If they propose increases from 25 mph to 30 mph, then there may not be as much positive feedback. Vice Chairman Steve Pesci commented that there are some inconsistencies for some streets that should be increased. As a Committee, they are trying to stay consistent with the classification of the roads and provide recommendations based on logic. Ultimately City Council gets the final say. Public Works Director Peter Rice commended the group's efforts. It will be a challenge raising the speed limits if they post the signage, instead of just removing the posted 25 mph speed limit. Prior to asking Council to vote on this, they should give a presentation, so it's clear what they are voting on and why they are recommending those changes.

City Manager Karen Conard commented that they should re-notice this presentation and make it clear they are looking for public feedback before this goes to City Council. They

DRAFT

should give it due notice. Public Works Director Peter Rice commented that they should consider a night meeting for that.

Erika Wygonik commented that they were doing their best to bring recommendations every month, but it may make sense to pause here until this round of recommendations go to Council. Vice Chairman Steve Pesci agreed and noted they were not in any rush. They could pull together their work to date to present to Council and show their progress. It would be good to pause and let people digest this round of recommendations.

Chairman Andrew Bagley agreed it would be good to notice this round of recommendations for an evening meeting in July for public feedback.

Public Works Director Peter Rice commented that it was a good opportunity to highlight the work that has been done to determine any changes that are needed. A presentation will show that they are not arbitrary decisions, they are made after vigorous evaluation of data. This would be a good opportunity to highlight that to the general public. The group should bring the presentation to the regular PTS July meeting so everyone on the Committee will understand what will be addressed and they can fine tune it. Chairman Andrew Bagley agreed and noted that the presentation should not include the primary connector piece because that has potential to dominate the conversation.

Chairman Andrew Bagley noted that no motion was needed. They would schedule an evening meeting in July to focus on the neighborhood connector roads.

Mary Lou McElwain commented that July was a big vacation month. Chairman Andrew Bagley responded that there was never an ideal time, but they would avoid July 4th week.

G. Islington Street at Jewell Court, request for DO NOT BLOCK intersection, by resident.

Mary Lou McElwain commented that this was a crazy intersection and they have talked about it before. City Engineer Eric Eby commented that they have watched a lot of peak hour video. There are 1,000 cars an hour, but the left turn into Jewel Court is only 20 cars. Most of the turning cars are coming off Bartlett Street. Traffic on Islington Street is turning onto Albany Street. Out of the 20 cars an hour they saw 17 making that movement without an issue. The worst back up was 3 to 4 cars behind them. Cars can make a right on red and when there is a left turn signal for Islington Street. Adding a do not block would create a dangerous situation because both lanes would not be stopped at the same time. This is not a heavy movement and there are not a lot of backups. Trying to solve this small problem would create a bigger one.

Public Works Director Peter Rice moved to place the request for DO NOT BLOCK intersection on file, seconded by Harold Whitehouse.

On a unanimous roll call vote, the motion passed 8-0.

DRAFT

City Manager Karen Conard left the meeting.

H. McKinley Road, Harrison Avenue and Garfield Road intersection, request for all-way stop and crosswalk, by resident

Public Works Director Peter Rice commented that prior to making the motion, they should update the neighborhood on the status of the plans and programs. They should make it clear that something would be done. There has been confusion and concern about moving forward, and they should not take action without informing the neighborhood.

Chairman Andrew Bagley commented that they should place this on file until the Elwyn Road/McKinley Road project comes forward.

Public Works Director Peter Rice moved to place on file until the public meeting and comment for full neighborhood project, seconded by Mark Syracusa. **On a unanimous roll call vote, the motion passed 8-0.**

I. Maplewood Avenue at Dennett Street, report back on request for RRFB

City Engineer Eric Eby commented that they have been collecting data at the intersection. The weeble at the intersection has been working well. Some cars are not stopping. This could be a location where an RRFB makes sense. The existing crosswalk needs to be brought up to standards with tip downs.

Public Works Director Peter Rice moved to further study the intersection, seconded by Harold Whitehouse. **On a unanimous roll call vote, the motion passed 8-0.**

J. Maplewood Avenue pedestrian signal operations, report back.

City Engineer Eric Eby commented that they have looked at another 4 days' worth of footage and are not seeing pedestrians being cut off by vehicles. It is operating as it should. There was one instance where a vehicle cut in front of a pedestrian, but that pedestrian waved the vehicle on. Cars are yielding as they should and turning behind pedestrians. There have not been any conflicts that were raised as a concern.

Mary Lou McElwain commented that this happened to her frequently and she has seen it happen to other people. Until the light stays red while pedestrians are crossing it will be problematic.

Chairman Andrew Bagley noted that it was challenging because there is anecdotal data. This has been a big change that some people don't like, but the engineering data supports that the change is working. They should go with the data.

Mary Lou McElwain commented that the pedestrians do not have enough time for their head start.

DRAFT

Harold Whitehouse noted that they have discussed this so many times. Chairman Andrew Bagley commented that there were a lot of streets in the City to monitor. Pedestrians have time to get into the intersection before cars are moving. It works. City Engineer Eric Eby commented that one problem may be that pedestrians are not paying attention to the signal, and they miss the advance. However, this crossing pattern is a common and accepted use.

VIII. INFORMATIONAL

A. Monthly Accident Report from Police

Police Captain Mike Maloney commented that there were 59 total crashes in April and 33 of them were reportable. There were not any involving bikes and one involving a pedestrian. These numbers speak to the enforcement that is happening in the City and are good numbers to see month to month considering the amount of activity in the City.

B. Roadway projects in June

City Engineer Eric Eby commented that there was a memo in the packet describing the upcoming projects in June. There is ongoing work on Harvard Street and Princeton Street. There will be final paving on Islington Street. There is gas line work on Marcy Street and there will be paving after that. The Bridge Street lot is reopened. There will be some electrical work on Ladd Street, so that will be closed except for the parking garage entrance. The Cate Street and Bartlett Street construction will be finalized in accordance with the plan approved by Council last fall.

Chairman Andrew Bagley noted that there will be a public meeting on the Hanover garage. Public Works Peter Rice confirmed that it would be June 9, 2022.

IX. MISCELLANEOUS

Vice Chairman Steve Pesci commented that they should acknowledge next steps in response to the public comment on Little Harbor Road. City Engineer Eric Eby commented that they were going to monitor speeds this summer now that the paving was completed.

Erika Wygonik commented that she received feedback from some of the crossing guards that they would love it if waste collection could be delayed until after school times. Public Works Director Peter Rice responded that could not be adjusted. He appreciated the concern and noted that Staff was cognizant of the kids. If anything, he would encourage people to pay more attention to them. It is a very dangerous profession, and it is a well-run tight organization when it comes to picking up.

DRAFT

Mary Lou McElwain requested discussing the construction trucks that sit on Penhallow Street and Daniel Street at the next meeting. Public Works Director Peter Rice responded that the City was already aware of this issue and taking care of it as best as possible. It did not need to be addressed at the Parking, Traffic and Safety Meeting. Chairman Andrew Bagley added that he spoke to a business owner in that area, and they felt the situation was much better because someone was out there moving trucks along.

X. ADJOURNMENT

Harold Whitehouse moved to adjourn the meeting at 10:42 a.m., seconded by Mary Lou McElwain. **On a unanimous roll call vote, the motion passed 8-0.**

Respectfully submitted,

Becky Frey,
Secretary for the Parking and Traffic Safety Committee

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:* https://us06web.zoom.us/webinar/register/WN_AuYrGaALQCOmPLT5rVWAFg

DRAFT

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – July 7th, 2022
Conference Room A

PRESENT: **Members**: Mary Lou McElwain, Steve Pesci, Mark Syracusa, Harold Whitehouse, Police Captain Mike Maloney, Councilor Andrew Bagley, Assistant Fire Chief Bill McQuillen

City Staff: City Engineer Eric Eby, Parking Director Ben Fletcher, Associate Engineer Tyler Reese, Parking General Foreman Mike Casad

ACTION ITEMS FOR CITY COUNCIL
• Addditional Parking Enforcement Holiday for Juneteenth. **Voted** to approve Juneteenth as a parking enforcement holiday.

1. **Roll Call**

2. **Financial Report**: **Voted** to accept and place on file Financial Report dated May 31, 2022.

3. **Public Comment Session**: There were two speakers: **Carl Diemer** regarding speeding on Aldrich Road; **Jim Lee** regarding parking on Miller Avenue near South Street.

4. **Market Street, request for crosswalk between Deer Street and Hanover Street, by business owner: Voted** to refer to staff for evaluation and report back.

5. **Additional Parking Enforcement Holiday for Juneteenth: Voted** to approve Juneteenth as a parking enforcement holiday**.**

6. **Pannaway Manor, request for speed humps, by resident: Voted** to refer to staff for evaluation and report back.

7. **Daniel Street, request for 15-minute space in front of #22 Daniel Street: Voted** to refer to staff to collect usage data of current configuration and report back with recommendation at August meeting.

8. **Osprey Drive, report back on speed study: Voted** to place the item on file.

9. **Monthly Accident Report**: *Informational; no action required*.

10. **Parking Enforcement Holidays**: *Informational; no action required*.

11. **Construction projects update:** *Informational; no action required*.

12. **Adjournment**: **On unanimous roll call 9-0, voted to** adjourn 9:15 AM

Respectfully submitted by: Eric Eby

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **July 7th, 2022**

MINUTES

I. CALL TO ORDER

Chairman Andrew Bagley called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley
Police Captain Mike Maloney
Harold Whitehouse
Steve Pesci
Mary Lou McElwain
Mark Syracusa
Assistant Fire Chief William McQuillen

Absent
Erica Wygonik (Alternate)
City Manager Karen Conard
Public Works Director Peter Rice

City Staff Present:
Parking Director Ben Fletcher
City Engineer – Parking, Transportation and Planning Eric Eby
Associate Engineer Tyler Reese

III. FINANCIAL REPORT

Harold Whitehouse moved to accept the Financial Report dated May 31, 2022, and place it on file, seconded by Mary Lou McElwain. On a unanimous vote, motion passed 7-0.

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

Carl Diemer of 337 Aldrich Road commented on the speed on the other half of Aldrich Road. They need to address the side of the road where there is no speed table because cars are continuing to speed on that side. Pedestrian traffic has increased on the road, and they are still having speeding issues. They have not done their due diligence on that end of Aldrich Road. The section where there is treatment has been working. The other end needs to be studied and patrolled. There needs to be a permanent fix.

Jim Lee of 520 Sagamore Avenue commented that cars are parking on the northbound lane of Miller Avenue at the South Street intersection. It blocks the northbound side and is creating a hazard for cars and emergency responders. The Committee should make it a no parking section for that part of the road.

Carl Diemer of 337 Aldrich Road commented that a quick fix could be to put a police car on Aldrich Road for enforcement. If they park facing the hill, they will be very busy.

Vice Chairman Steve Pesci requested clarification on if Mr. Lee was looking to have no parking on Miller Avenue consistently. Jim Lee responded that section is the only place people park in Miller Avenue. It is creating a hazard.

V. PRESENTATIONS

None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Market Street, request for crosswalk between Deer Street and Hanover Street, by business owner.

City Engineer Eric Eby commented that the request came in from the adjacent business owner. They have put out a camera and are observing the crossings in that area. They will report back next month.

Harold Whitehouse moved to refer to staff for evaluation and report back, seconded by Mary Lou McElwain. On a unanimous vote, motion passed 7-0.

B. Additional Parking Enforcement Holiday for Juneteenth (June 19th). **Sample Motion: Move to approve Juneteenth as a parking enforcement holiday.**

Chairman Andrew Bagley stated that all federal holidays are parking enforcement holidays, so it makes sense to include this.

Mary Lou McElwain moved to approve Juneteenth as a parking enforcement holiday, seconded by Vice Chairman Steve Pesci. On a unanimous vote, motion passed 7-0.

C. Pannaway Manor, request for speed humps, by resident.

Mary Lou McElwain moved to refer to staff for evaluation and report back, seconded by Vice Chairman Steve Pesci. On a unanimous vote, motion passed 7-0.

D. Daniel Street, request for 15-minute space in front of #22 Daniel Street, by business owner.

Harold Whitehouse questioned if anyone had contacted the business that this would impact. Chairman Andrew Bagley responded that the business owner has contacted the Committee.

Chairman Andrew Bagley commented that during the Brick Market construction the 15-minute parking spaces were encumbered. They were moved to be in front of Moe's. The owner of Moe's, Cheryl Pagano, is reluctant to move the space back because they have been beneficial for the business. It may be useful to have Staff evaluate the parking spaces and report back.

Mary Lou McElwain commented that she did not think they needed to be evaluated. Their need is clear.

Mary Lou McElwain moved to keep the two 15-minute spaces in front of Moe's and have one 15-minute space at the Brick Market building, seconded by Harold Whitehouse.

Harold Whitehouse commented that this was different than what has been discussed with the business before. They should make sure the business is clear about what is happening before they take action. Parking Director Ben Fletcher noted that the business owner was watching the meeting via Zoom.

Vice Chairman Steve Pesci questioned if the motion as it stood was acceptable to the business owner. Cheryl Pagano commented that they have been challenged with Covid-19 and those two 15-minute spots have been the only good thing. The request is to keep the two 15-minute spots in front of the shop. Customers have gotten used to that set up. It has been very beneficial for the takeout business. They would not be able to operate as smoothly across the street.

Chairman Andrew Bagley questioned if there was a timeframe where the spaces were used most frequently. Cheryl Pagano responded that they were open from 9 a.m. to 6 p.m. The spaces are utilized the most from 9 a.m. – 4 p.m.

Mary Lou McElwain agreed with keeping the 15-minute spaces in front of Moe's. It is just a takeout shop and it's an advantage to keep that. Mary Lou McElwain questioned if the 15-minute spaces were 15-minute spaces for the full 24 hours. Parking Director Ben Fletcher confirmed that was correct. Vice Chairman Steve Pesci clarified that these were public 15-minute spaces, so other businesses on that street would benefit as well.

City Engineer Eric Eby commented that there used to be more 15-minute spaces on that street, but they were not all being utilized. They were reduced to 3 spaces on the street. The distribution of those spaces is determined by how they will best benefit the businesses on that street. The primary factor is to not have the spaces sit empty and unused. If they are being used in those locations, then that makes sense. They can

monitor the spaces with a camera to see how they are being utilized. The configuration could stay as it is now, and staff can report back.

Mark Syracusa questioned if they would be able to monitor and report back by the next meeting. City Engineer Eric Eby confirmed they could.

Mary Lou McElwain commented that she did not think they needed to study it. It's been that way during the temporary use. There should be 2 in front of Moe's and one at the Brick Market. Parking Director Ben Fletcher noted that this discussion needs to take place because they are out of ordinance right now. They were moved temporarily, so they need to determine where they should be permanently. The discussion is how they should be distributed to best benefit the businesses on the street.

Chairman Andrew Bagley commented that he has seen the spaces in front of Moe's utilized, but he has only observed it during peak time. They should not be designated spaces to one business specifically. They should get the data to ensure that those locations make sense.

Mary Lou McElwain moved to refer to staff to collect usage data of current configuration and report back with recommendation at August meeting, seconded by Harold Whitehouse. On a unanimous vote, motion passed 7-0.

VII. OLD BUSINESS

A. Osprey Drive, report back on speed study. **Sample Motion: Move to place on file.**

City Engineer Eric Eby commented that they monitored the speeds again on this road. They are still the same with an average of 23 mph and 85th percentile of 27 mph. The speed limit is posted at 15 mph, but it's not a true legal speed limit. It should be 25 mph, so these average speeds are in the legal speed limit. That is why the recommendation is to place it on file.

Vice Chairman Steve Pesci commented that this was a perfect example of a speed limit that sets false expectations.

Harold Whitehouse moved to place on file, seconded by Mary Lou McElwain. On a unanimous vote, motion passed 7-0.

VIII. INFORMATIONAL

A. Monthly Accident Report from Police

Police Captain Mike Maloney commented that there were 67 crashes in May. Of that, 34 of them were reportable. There were no accidents involving a pedestrian or bike.

B. Parking Enforcement Holidays

Parking Director Ben Fletcher commented that this was posted on the City's web site. It is an enforcement holiday not a payment holiday. Instead of changing it every year the division has made the decision to use the actual calendar day that it falls on.

Chairman Andrew Bagley commented that an enforcement holiday means no one is writing tickets that day. It's not really free parking. They don't advertise it on the meters because people who are from out of town or not paying attention will pay. If people do pay, then they are not entitled to a refund because it is not a free parking day.

Vice Chairman Steve Pesci clarified that the parking meter fee was not enforced but the time limits were different. Parking Director Ben Fletcher responded that the time limits were still enforced when applicable.

C. Construction Projects Update

City Engineer Eric Eby commented that there was an informational letter at the end of the packet. South Street is being paved. Marcy Street and New Castle Avenue will be resurfaced after the gas line work is complete. Cate Street and Bartlett Street are undergoing the final configuration.

Vice Chairman Steve Pesci commented that it was noticeable how many pedestrians were using the Cate Street intersection. It would be helpful to add orange cones or other signage to help guide them through the construction.

IX. MISCELLANEOUS

Mary Lou McElwain commented that she has had to back up a couple times to allow for tour buses to make a turn onto narrow streets. Mary Lou McElwain questioned if buses were restricted from going on certain streets in the City. City Engineer Eric Eby responded that Ceres Street was the only street that had that restriction. This Committee can put this on the agenda to look at it. Mary Lou McElwain confirmed they should put it on the agenda.

Chairman Andrew Bagley commented that there was a drain issue at the second speed table location on Aldrich Road. That is why it has not moved forward. There should be an update on that at a future meeting. The parking on Miller Avenue is technically legal, but it may make sense to have staff look at it. City Engineer Eric Eby commented that parking was allowed on a street unless it was prohibited. It could make sense to look at this area again. Police Captain Mike Maloney commented that they were aware of the situation and have spoken to the homeowner in the past. It is legal and they put it out there in an effort to slow traffic. It would be worth looking at.

Harold Whitehouse commented that they have had limited summer meetings in the past, but it would make sense to continue through the summer this year. Chairman Andrew Bagley responded that he anticipated meeting in August.

X. ADJOURNMENT

Mark Syracusa moved to adjourn at 9:15 a.m., seconded by Mary Lou McElwain. On a unanimous vote, motion passed 7-0.

Respectfully submitted,

Becky Frey,
Secretary for the Parking, Traffic, and Safety Committee

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_xjurgSbqRA2S8Uw3KnbUkw

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – August 4th, 2022
Conference Room A

PRESENT: **Members**: Mary Lou McElwain, Mark Syracusa, Harold Whitehouse, Police Captain Mike Maloney, Deputy Fire Chief Bill McQuillen, City Manager Karen Conard

City Staff: City Engineer Eric Eby, Parking Director Ben Fletcher, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

- Daniel Street, request for 15-minute spaces at 22 Daniel Street, by business owner: **Voted** to approve two 15-minute spaces in front of 22 Daniel Street. **Voted** to change three existing 15-minute spaces on south side of Daniel Street to regular Zone A spaces.

1. **Roll Call**

2. **Financial Report**: **Voted** to accept and place on file Financial Report dated June 30, 2022.

3. **Public Comment Session**: There were five speakers: **Mark Bodi** regarding 15 minute parking on State Street; **Carl Diemer**, **Stanley Ketchel**, **Trisha Anderson**, **and Debora Mayer**; **Kelly Shaw** concerning trucks on Banfield Road.

4. **Woodbury Avenue, request for RRFB at Woodbury Manor, by resident: Voted** to refer to staff for evaluation and report back.

5. **South Street, request for DO NOT BLOCK box at driveway to 169 Lafayette Road, by resident: Voted** to install a DO NOT BLOCK sign on South Street outbound at driveway.

6. **Maplewood Avenue, request to slow traffic at Prospect Street, by resident: Voted** to refer to staff for evaluation and report back.

7. **State Street, request to move 15-minute space from 148 State Street to 121 State Street, by building owner: Voted** to refer to staff for evaluation of State Street 15-minute spaces between Pleasant Street and the bridge and report back.

8. **Daniel Street, request for 15-minute spaces at 22 Daniel Street, by business owner: Voted** to approve two 15-minute spaces in front of 22 Daniel Street. **Voted** to change three existing 15-minute spaces on south side of Daniel Street to regular Zone A spaces.

9. **Harding Road, report back on speed study: Voted** to place the item on file.

10. **Market Street, request for crosswalk between Deer Street and Hanover Street, by business owner: Voted** not to add a crosswalk on this block and place on file.

11. **Little Harbor Road, report back on speed study: Voted** to place item on file.

12. **Pannaway Manor, request for speed tables, by resident. Report back on speed study: Voted** to place item on file.

13. **Monthly Accident Report**: *Informational; no action required*.

14. **Middle Road RRFB installation update:** *Informational; no action required*.

15. **NHDOT Route 1 Improvement Project:** *Informational; no action required*.

16. **Adjournment**: **On unanimous roll call 6-0, voted to** adjourn 9:36 AM

Respectfully submitted by: Leila Birr

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **August 4th, 2022**

MINUTES

I. CALL TO ORDER

City Manager Karen Conard called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
City Manager Karen Conard
Police Captain Mike Maloney
Harold Whitehouse
Mary Lou McElwain
Mark Syracusa
Deputy Fire Chief William McQuillen

Absent:
Chairman Andrew Bagley
Steve Pesci
Erica Wygonik (Alternate)
Public Works Director Peter Rice

City Staff Present:
Parking Director Ben Fletcher
City Engineer – Parking, Transportation and Planning Eric Eby
Associate Engineer Tyler Reese

III. FINANCIAL REPORT

Harold Whitehouse moved to accept the Financial Report dated June 30, 2022, and place it on file, seconded by Mary Lou McElwain. On a unanimous vote, motion passed 6-0.

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

[00:06:04] Mark Bodi spoke regarding changing the location of a 15-minute parking spot on State Street.

[00:14:30] Carl Diemer, Stanley Ketchel, Trisha Anderson, and Debora Mayer all residents of Aldrich Road spoke regarding the need for traffic calming measures.

[00:25:55] Kelly Shaw of Banfield Road spoke with concerns for future tractor trailer activity due to expected new construction on Banfield Road.

V. PRESENTATIONS

None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. [00:30:30] Woodbury Avenue, request for RRFB at Woodbury Manor crosswalk, by a resident.

Mark Syracusa moved to refer to staff for evaluation and report back, seconded by Harold Whitehouse. **On a unanimous vote, motion passed 6-0.**

B. [00:31:36] South Street, request for DO NOT BLOCK box at driveway to 169 Lafayette Road, by resident.

Eric Eby, City Engineer, advised that DO NOT BLOCK boxes are not typically used for residential driveways. He suggested a sign.

Mark Syracusa moved to install a DO NOT BLOCK DRIVEWAY sign on South Street outbound at driveway, seconded by Harold Whitehouse. **On a unanimous vote, motion passed 6-0.**

C. [00:33:55] Maplewood Avenue request to slow traffic at Prospect Street, by a resident.

Mark Syracusa moved to refer to staff for evaluation and report back, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 6-0.**

D. [00:36:17] Request to move 15-minute space from 148 State Street to 121 State Street, by building owner**.**

Harold Whitehouse moved to refer to staff for evaluation of State Street between Pleasant Street and the bridge and report back, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 6-0.**

VII. OLD BUSINESS

A. [00:40:46] Daniel Street, request for 15-minute space in front of #22 Daniel Street, by business owner.

Mark Syracusa moved to approve two 15-minute spaces in front of 22 Daniel Street, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 6-0.**

Mary Lou McElwain moved to change three existing 15-minute parking spaces on the south side of Daniel Street to regular Zone A spaces, seconded by Mark Syracusa. **On a unanimous vote, motion passed 6-0.**

B. [00:46:42] Associate engineer Tyler Reese reported back on the Harding Road speed study.

Mark Syracusa moved to place on file, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 6-0.**

C. [00:50:29]Request for crosswalk on Market Street between Deer Street and Hanover Street, by business owner.

Mary Lou McElwain moved to not put a crosswalk on this block and to place on file, seconded by Mark Syracusa. **On a unanimous vote, motion passed 6-0.**

D. [00:56:27] Associate engineer Tyler Reese reported back on the Little Harbor Road speed study.

Mark Syracusa moved to place this information on file, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 6-0.**

E. [00:59:] Associate engineer Tyler Reese reported back on the speed study regarding the Pannaway Manor request for speed tables, by resident.

Mark Syracusa moved to place this item on file, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 6-0.**

VIII. INFORMATIONAL

A. [01:01:25] Monthly Accident Report from Police

Police Captain Mike Maloney commented that there were 86 crashes in May. Of that, 54 of them were reportable. There were no accidents involving a bike, and one involving a flagger.

B. [01:02:39] City Engineer Eric Eby gave an update on the Middle Road RRFB installation. He will report back on speed data observations.

IX. MISCELLANEOUS

A. [01:03:14] Eric Eby requested a representative from the Parking and Traffic Safety Committee for the Public Advisory Committee to the NHDOT Route 1 Improvement Project. Mary Lou McElwain and Mark Syracusa expressed interest in getting more information on what this would entail.

B. [01:07:40] Eric Eby gave an update on Aldrich Road. The speed bumps will be installed. They are in the Capital Improvement Plan. The timetable has not yet been established. Speed data shows that the number of vehicles driving over 30 MPH has decreased in recent years.

X. ADJOURNMENT

Mary Lou McElwain moved to adjourn at 9:36 a.m., seconded by Mark Syracusa. **On a unanimous vote, motion passed 6-0.**

Respectfully submitted,

Leila Birr,
Administrative Assistant, Department of Public Works

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_xjurgSbqRA2S8Uw3KnbUkw

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – September 1st, 2022
Conference Room A

PRESENT: **Members**: City Manager Karen Conard, Deputy Police Chief Mike Maloney, Public Works Director Peter Rice, Chairman Andrew Bagley, Erica Wygonik, Mary Lou McElwain, Steve Pesci, Mark Syracusa, Harold Whitehouse.

City Staff: City Engineer Eric Eby, Parking Director Ben Fletcher, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

- Portwalk Place, request for renewal of valet license agreements, by business owner: **Voted** to approve renewal of valet license agreement for Parade Residence Hotel, LLC for a term of 1 year and to approve renewal of valet license agreement for Portwalk HI, LLC for a term of 1 year.

1. **Roll Call**

2. **Portwalk Place, request for renewal of valet license agreements, by business owner**: **Voted** to approve renewal of valet license agreement for Parade Residence Hotel, LLC for a term of 1 year and to approve renewal of valet license agreement for Portwalk HI, LLC for a term of 1 year.

3. **Financial Report**: **Voted** to accept and place on file Financial Report dated July 31, 2022.

4. **Public Comment Session**: There was one speaker: Beth Danilowski regarding 15-minute parking on State Street.

5. **Woodbury Avenue, report back on request for RRFB at Woodbury Manor crosswalk, by resident: Voted** to place item on file.

6. **Maplewood Avenue at Dennett Street, report back on request for RRFB: Voted** to place item on file.

7. **South Street at Broad Street, report back on need for RRFB: Voted** to place item on file.

8. **Middle Street at Miller Avenue report back on speed study: Voted** to place item on file.

9. **Monthly Accident Report**: *Informational; no action required*.

10. **Adjournment**: **On unanimous roll call 9-0 voted to** adjourn 9:05 AM.

Respectfully submitted by: Leila Birr

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **September 1st, 2022**

MINUTES

I. CALL TO ORDER

Chairman Andrew Bagley called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley
Steve Pesci
Erica Wygonik (Alternate)
Public Works Director Peter Rice
City Manager Karen Conard
Deputy Police Chief Mike Maloney
Harold Whitehouse
Mary Lou McElwain
Mark Syracusa

Absent:
Fire Chief William McQuillen

City Staff Present:
Parking Director Ben Fletcher
City Engineer – Parking, Transportation and Planning Eric Eby
Associate Engineer Tyler Reese

III. FINANCIAL REPORT

[00:05:50] Peter Rice moved to accept the Financial Report dated July 31, 2022, and place it on file, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 9-0.**

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

[00:06:08] Beth Danilowski spoke regarding the request to move a 15-minute parking spot on State Street.

V. PRESENTATIONS

None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. [00:09:06] Portwalk Place, request for renewal of valet license agreements, by business owner.

Discussion regarding number of spaces actually being used for valet parking, as well as ownership and maintenance.

Peter Rice moved to approve renewal of valet license agreement for Parade Residence Hotel, LLC for a term of 1 year and to approve renewal of valet license agreement for Portwalk HI, LLC for a term of 1 year. Seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 9-0.**

VII. OLD BUSINESS

A. [00:17:42] Woodbury Avenue, report back on request for RRFB at Woodbury Manor crosswalk, by resident.

Eric Eby presented data regarding number of pedestrian crossings, which did not justify an RRFB.

Peter Rice made a motion to place item on file, seconded by Erica Wygonik. **On a unanimous vote, motion passed 9-0.**

B. [00:22:38] Maplewood Avenue at Dennett Street, report back on request for RRFB.

Study has not shown pedestrian traffic justifies an RRFB.

Harold Whitehouse moved to place item on file, seconded by Karen Conard. **Motion passed on a unanimous vote 9-0.**

C. South Street at Broad Street, report back on request for RRFB.

Peter Rice made a motion to place item on file, seconded by Karen Conard. **Motion passed on a unanimous vote 9-0.**

D. [00:25:36] Middle Street at Miller Avenue, report back on speed study.

Vehicles are going faster than the speed limit, but it is not significant. There is a plan to upgrade signal equipment.

Harold Whitehouse moved to place item on file, seconded by Karen Conard. **Motion passed on a unanimous vote 9-0.**

VIII. INFORMATIONAL

A. [00:27:42] Monthly Accident Report from Police.

Deputy Police Chief Mike Maloney commented that there were 65 crashes in July. Of that, 35 of them were reportable. There were no accidents involving a bike or a pedestrian.

B. [00:28:58] State Street two-way traffic study. Eric Eby informed the Committee that the City Council voted to request that the Parking and Traffic Safety Committee study the possibility of converting State Street to two-way traffic from the Memorial Bridge to Middle Street. He is in the process of putting together a request for proposals for firms to bid on this study.

[00:33:21] Karen Conard made a motion to allow City Councilor Moreau to speak via Zoom, seconded by Mark Syracusa. **On a unanimous vote, motion passed 9-0.**

IX. MISCELLANEOUS

A. [00:36:45] Update on consideration of a sidewalk on South Street from Pinehurst Road to Union Street.

B. [00:38:37] Bike use downtown and best manners in which to accommodate bicycle parking was discussed.

X. ADJOURNMENT

Erica Wygonik moved to adjourn at 9:05 a.m., seconded by Mark Syracusa. **On a unanimous vote, motion passed 9-0.**

Respectfully submitted,

Leila Birr,
Administrative Assistant, Department of Public Works

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_xjurgSbqRA2S8Uw3KnbUkw

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – October 6th, 2022
Conference Room A

PRESENT: **Members**: City Manager Karen Conard, Deputy Police Chief Mike Maloney, Public Works Director Peter Rice, Fire Chief Bill McQuillen, Chairman Andrew Bagley, Erica Wygonik, Mary Lou McElwain, Steve Pesci, Mark Syracusa, Harold Whitehouse

City Staff: City Engineer Eric Eby, Parking Director Ben Fletcher, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL

- Taxi Stands, request to report back on removal of taxi only parking spots downtown and across the city, by City Council: **Voted** to eliminate all taxi stands except in front of Tuscan Steakhouse.
- Morning Street, request to restrict parking at Woodbury Avenue intersection, by resident: **Voted** to install No Parking Here to Corner signs 30 feet from Woodbury Avenue.
- Neighborhood Parking Program, discussion and recommendation of program fee to Fee Committee: **Voted** to recommend that City Council end the pilot program, and to present the framework laid out by the Parking Director if a permanent program is implemented by the City Council.

1. **Roll Call**

2. **Financial Report**: **Voted** to accept and place on file Financial Report dated August 31, 2022.

3. **Public Comment Session**: There were eight speakers: Scott Gerrato spoke regarding taxi parking downtown. Evan Mullen requested that the Committee study traffic safety on Summer Street. Ken Goldman, Michelle Worth, Sampo Kaasila, Barbara Sadick, Elizabeth McDonough, and Liza Hewitt spoke regarding the Neighborhood Parking Program.

4. **Taxi Stands, request to report back on removal of taxi only parking spots downtown and across the city, by City Council: Voted** to eliminate all taxi stands except in front of Tuscan Steakhouse.

5. **Morning Street, request to restrict parking at Woodbury Avenue intersection, by resident: Voted** to install No Parking Here to Corner signs 30 feet from Woodbury Avenue.

6. **Mariette Drive, request for speed study, by resident: Voted** to refer to staff for study and report back.

7. **Maple Haven, request for stop sign evaluation at several locations, by resident: Voted** to refer to staff for study and report back.

8. **Neighborhood Parking Program, discussion and recommendation of program fee to Fee Committee: Voted** to recommend to City Council to end the pilot program and to present the framework laid out by the Parking Director if a permanent program is implemented by the City Council.

9. **Monthly Accident Report**: *Informational; no action required*.

10. **Adjournment**: **On unanimous roll call 9-0 voted to** adjourn 9:59 AM.

Respectfully submitted by: Leila Birr

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also have the option to join the meeting over Zoom
*(See below for more details)**

8:30 AM **October 6th, 2022**

MINUTES

I. CALL TO ORDER

Chairman Andrew Bagley called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley
Steve Pesci
Erica Wygonik (Alternate)
Public Works Director Peter Rice
City Manager Karen Conard
Deputy Police Chief Mike Maloney
Harold Whitehouse
Mary Lou McElwain (Z)
Mark Syracusa
Fire Chief William McQuillen

City Staff Present:
Parking Director Ben Fletcher
City Engineer – Parking, Transportation and Planning Eric Eby
Associate Engineer Tyler Reese

III. FINANCIAL REPORT

[00:06:25] Peter Rice moved to accept the Financial Report dated August 31, 2022, and place it on file, seconded by Mark Syracusa. **On a unanimous vote, motion passed 9-0.**

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

[00:07:20] There were eight speakers: Scott Gerrato spoke regarding taxi parking downtown. Evan Mullen requested that the Committee study traffic safety on Summer

Street. Ken Goldman, Michelle Worth, Sampo Kaasila, Barbara Sadick, Elizabeth Bratter, and Liza Hewitt spoke regarding the Neighborhood Parking Program.

V. PRESENTATIONS

None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. [00:37:40] Taxi Stands, request to report back on removal of taxi only parking spots downtown and across the city, by City Council.

There is only one licensed taxi driver in the city. He requests keeping the taxi stand in front of Toscana.

Peter Rice made a motion to eliminate all taxi stands except for the existing one in front of Tuscan Steakhouse. Mark Syracusa seconded the motion. **On a unanimous vote, motion passed 9-0.**

B. [00:42:33] Morning Street, request to restrict parking at Woodbury Avenue intersection, by resident.

This signage would be in line with state laws and city ordinances, which prohibit parking within 30 feet of an intersection.

Harold Whitehouse made a motion to install No Parking Here to Corner signs 30 feet from Woodbury Avenue, seconded by Mark Syracusa. **On a unanimous vote, motion passed 9-0.**

C. [00:44:14] Mariette Drive, request for speed study, by resident. Mark Syracusa made a motion to refer to staff for study and report back. Motion was seconded by Harold Whitehouse. **Motion passed on a unanimous vote 9-0.**

D. [00:45:20] Maple Haven, request for stop sign evaluation at several locations, by resident. Karen Conard moved to refer to staff for study and report back, seconded by Mark Syracusa. **Motion passed on a unanimous vote 9-0.**

VII. OLD BUSINESS

A. [00:46:49] Islington Creek Neighborhood Parking Program, discussion and recommendation of program fee to Fee Committee. Benjamin Fletcher presented framework and recommendations for paid parking to the Committee should the City Council decide to implement a permanent Neighborhood Parking Program.

Steve Pesci made a motion to recommend that City Council end the pilot program, and to present the framework laid out by the Parking Director if a permanent program is implemented by the City Council. Motion was seconded by Mark Syracusa. **On a unanimous vote, motion passed 9-0.**

VIII. INFORMATIONAL

A. [01:30:39] Monthly Accident Report from Police.

Deputy Police Chief Mike Maloney commented that there were 81 crashes in August. Of that, 48 of them were reportable. There was one accident involving a bike, as well as one involving a pedestrian.

IX. MISCELLANEOUS

A. [01:31:43] Email from a resident regarding whether fees are paid to the City for events held at the Bridge Street Lot.

B. [01:33:18] Request from a resident of Broad Street to look at the intersection of South Street and Broad Street. People are parking close to the intersection.

X. ADJOURNMENT

Harold Whitehouse moved to adjourn at 9:59 a.m., seconded by Mark Syracusa. **On a unanimous vote, motion passed 9-0.**

Respectfully submitted,

Leila Birr,
Administrative Assistant, Department of Public Works

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*
https://us06web.zoom.us/webinar/register/WN_xjurgSbqRA2S8Uw3KnbUkw

Islington Creek Neighborhood Parking Program (NPP)
Pricing Recommendation

At the City Council meeting on August 22, 2022, the Parking Division was tasked with developing a pricing strategy to assure a permanent Islington Creek Neighborhood Parking Program can be run at no net cost to the City.

The Islington Creek neighborhood has an inherent parking supply vs. demand issue. While certain sections of the neighborhood (those located nearest the Foundry Garage) are indeed over-utilized due to large rental property populations and a short supply of on-street and private parking inventory, the overall neighborhood, as bounded in the current pilot program (Pilot), is not experiencing occupancy figures to a degree that would normally dictate demand reduction resolutions. Parking Industry Best Practice suggests mitigation measures be explored when occupancy reaches 85% or above, while the Islington Creek neighborhood has for years not exceeded 75%.

The City has completed a year-over-year analysis of the 2021 and 2022 spring and summer seasons, using occupancy data from May through early August in each year. Data indicate that the neighborhood enjoyed less than a 2% reduction in demand that can be directly attributed to the Pilot. This equates to less than 5 additional open spaces neighborhood-wide. Considering the $113,500 net cost to run the program, this equates to $22,883 per 'gained space' that can be directly attributed to the program. For context, the highest-grossing parking space in downtown Portsmouth generates slightly less than $8,000 in gross revenues annually.

While the gained spaces do indicate a positive result, the spaces 'gained' were not within the geographical area most affected by high demand and short supply, that being between Rock Street and Bridge Street. Rather, the open spaces were primarily realized in the less-populated, lower-demand areas west of Cornwall Street.

Rather than continuing the current program under the Pilot format, with its high costs and minimal benefits, the Division recommends implementing an on-street metered parking program.

Metering Method

Rather than purchasing and installing parking meters throughout the neighborhood, the Division recommends that metering this area be performed solely through the use of the ParkMobile smartphone application. This will allow for minimal additional signage and no crowding of sidewalks with parking meters or kiosks, while providing the additional features popular with users of the app in the City's downtown area, such as text notifications when sessions are expiring and the option to extend if desired.

The ParkMobile approach is the least intrusive process, leaving the neighborhood's character intact. Additionally, Portsmouth resident users of ParkMobile do not pay the $.35 service fee and enjoy a price reduction of $.50 per hour. Non-residents and users without passes will simply engage the meter system for the duration of their stay.

Pricing

Pricing and policy recommendations from the Parking Division are always geared toward behavior management. For example, pricing in the Downtown accelerates after the 3rd hour, providing an economic incentive for users to choose to vacate (turn over) spaces at the City's desired 3-hour time frame. This leaves the space open for the next user, enabling support of local businesses by providing a convenient parking option for those who would choose to patronize those businesses.

Unlike the City's high-demand parking areas, there is no call to encourage users to turn spaces over at the 3rd hour in a residential neighborhood. Because of this, the Parking Division does not recommend using the Stay & Pay pricing model that has seen success in the Downtown area. Rather, the flat hourly rate structure utilized in each of the City's parking garages more accurately reflects the pricing structure that should be implemented for this neighborhood.

In order to continue to encourage the use of the nearby Foundry Garage, a rate of $1.50 per hour for on-street parking in this neighborhood is recommended. This aligns with the current B-Zone rate of $1.50 for the first three hours, but would not escalate in the 4th hour and beyond. Pricing in this manner provides a natural incentive for users to choose the Foundry Garage with its $1 per hour rate.

NPP Passes

The anticipated revenue from on-street visitor parking can be expected to offset a good portion of the costs associated with extending this program. This allows for a situation where a flat, nominal fee can be applied to NPP passes. For year one, the Division recommends a $125 annual fee, per pass, for up to 3 passes per household, each of which must be associated with a single, particular vehicle as in the current program. These fees will offset the cost of labor and materials for processing applications. At the conclusion of year one, revenues can be assessed against ongoing costs and annual permit fees can be adjusted to accommodate. Due to high resident turnover in the target neighborhood, the Division recommends an annual renewal, with the process being staggered by block to avoid lengthy waits for renewals.

Advantages

With a simple application of the ParkMobile app for all non-passholders, the following unpopular features inherent in the current Pilot model are eliminated:

- Guest Passes are no longer necessary
- Event Passes are no longer necessary
- Contractor Passes are no longer necessary

PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET

8:30 A.M. – November 3, 2022
Conference Room A

PRESENT: **Members**: City Manager Karen Conard, Deputy Police Chief Mike Maloney, Public Works Director Peter Rice, Fire Chief Bill McQuillen, Chairman Andrew Bagley, Erica Wygonik, Mary Lou McElwain, Steve Pesci, Mark Syracusa, Harold Whitehouse

City Staff: City Engineer Eric Eby, Parking Director Ben Fletcher, Associate Engineer Tyler Reese

ACTION ITEMS FOR CITY COUNCIL
• None

1. **Roll Call**

2. **Financial Report**: **Voted** to accept and place on file Financial Report dated September 30, 2022.

3. **Public Comment Session**: There were five speakers: John Tabor, Doug Roberts, Matthew Glenn, Ann Cummings, and Peter Wissel all spoke regarding bicyclist concerns.

4. **Sagamore Avenue, request to extend bike lanes from Little Harbor Road to Rye Line, by Seacoast Area Bicycle Riders: Voted** to refer to staff for evaluation and report back at a future meeting.

5. **Broad Street, request to move no parking signage further back from South Street, by resident: Voted** to relocate NO PARKING HERE TO CORNER signs 30 feet from crosswalk on both sides of Broad Street north of South Street and to monitor conditions to see if further changes needed.

6. **Maplewood Avenue at Prospect Street, report back on request to slow traffic on Maplewood Avenue: Voted** to place item on file.

7. **Mariette Drive, speed analysis: Voted** to place item on file.

8. **Maple Haven stop sign analysis: Voted** to approve installation of stop sign on northbound leg of Suzanne Drive, at intersection of Suzanne Drive and Simonds Road, near park.

9. **Monthly Accident Report**: *Informational; no action required*.

10. **Adjournment**: **Voted** to adjourn 9:30 AM.

Respectfully submitted by: Leila Birr

PARKING and TRAFFIC SAFETY COMMITTEE

PORTSMOUTH, NEW HAMPSHIRE

CONFERENCE ROOM A

CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

Members of the public also had the option to join the meeting over Zoom

8:30 AM **November 3rd, 2022**

MINUTES

I. CALL TO ORDER

Chairman Andrew Bagley called the meeting to order at 8:30 a.m.

II. ATTENDANCE

Members Present:
Chairman Andrew Bagley
Steve Pesci
Erica Wygonik (Alternate)
Public Works Director Peter Rice
City Manager Karen Conard
Deputy Police Chief Mike Maloney
Harold Whitehouse
Mary Lou McElwain
Mark Syracusa
Fire Chief William McQuillen

City Staff Present:
Parking Director Ben Fletcher
City Engineer – Parking, Transportation and Planning Eric Eby
Associate Engineer Tyler Reese

III. FINANCIAL REPORT

[00:05:15] Karen Conard moved to accept the Financial Report dated September 30th, 2022, and place it on file, seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 9-0.**

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

[00:05:50] There were five speakers: John Tabor, Doug Roberts, Matthew Glenn, Ann Cummings, and Peter Wissel (Z) all spoke regarding bicyclist concerns.

[00:19:53] Peter Rice requested to comment on the bicyclists' Sagamore Avenue Concerns.

V. PRESENTATIONS

None

VI. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

B. [00:21:47] Karen Conard moved to suspend the rules to take up item B on the agenda first, seconded by Peter Rice. **Motion passed on a unanimous vote 9-0.**

Sagamore Avenue, request to extend bike lanes from Little Harbor Road to Rye Line, by Seacoast Area Bicycle Riders. Peter Rice moved to refer to staff for evaluation and report back at a future meeting, seconded by Karen Conard. **Motion passed on a unanimous vote 9-0.**

Discussion ensued regarding the City's current plans for Sagamore Avenue, and regarding the portion of the road that is state owned.

There was also discussion regarding the name of the Parking and Traffic Safety Committee, clarifying that the interests of pedestrians and bicyclists are included. A bicycle and pedestrian working group was suggested.

[00:37:20] Peter Rice moved to allow comment out of order, so that Matthew Glenn could comment. Seconded by Mary Lou McElwain. **Motion passed on a unanimous vote 9-0.**

A. [00:38:52] Broad Street, request to move no parking signage further back from South Street, by resident. Karen Conard moved to relocate NO PARKING HERE TO CORNER signs 30 feet from crosswalk on the north side of South Street, seconded by Harold Whitehouse. Motion was amended by Mary Lou McElwain to relocate NO PARKING HERE TO CORNER signs 30 feet from crosswalk on both sides of Broad Street north of South Street and to monitor conditions to see if further changes needed, seconded by Peter Rice. **Motion passed on a unanimous vote 9-0.**

VII. OLD BUSINESS

A. [00:46:33] Maplewood Avenue at Prospect Street, report back on request to slow traffic on Maplewood Avenue. Karen Conard moved to place item on file, seconded by Peter Rice. **On a unanimous vote, motion passed 9-0.**

B. [00:49:14] Mariette Drive, speed analysis. Karen Conard moved to place item on file, seconded by Peter Rice. **On a unanimous vote, motion passed 9-0.**

C. [00:50:02] Maple Haven stop sign analysis. Karen Conard moved to approve installation of stop sign on northbound leg of Suzanne Drive, at intersection of Suzanne Drive and Simonds Road, near park. Seconded by Peter Rice. **Motion passed on a unanimous vote, 9-0.**

VIII. INFORMATIONAL

A. [00:52:53] Monthly Accident Report from Police.

Deputy Police Chief Mike Maloney commented that there were 77 crashes in September. Of that, 48 of them were reportable. There were no accidents involving bicycles or pedestrians.

Mary Lou McElwain inquired as to how the police are addressing distracted driving.

IX. MISCELLANEOUS

A. [00:56:03] Mark Syracusa suggested the City put out reminder messaging on Jessica's Law, which legally requires drivers to clear snow and ice off their cars before getting on the road.

B. [00:58:45] Steve Pesci spoke about vehicle passing of mopeds and bicycles at above the posted speed.

C. [01:00:02] Mary Lou McElwain wanted it noted that there are three intersections on Maplewood at Congress, Hanover, Deer that are not safe for pedestrians.

X. ADJOURNMENT

Karen Conard moved to adjourn at 9:30 a.m., seconded by Mary Lou McElwain. **On a unanimous vote, motion passed 9-0.**

There will be no Parking and Traffic Safety Committee Meeting in December. The next meeting will be on January 5th, 2023.

Respectfully submitted,

Leila Birr,
Administrative Assistant, Department of Public Works