

**CITY OF CONCORD**  
**TRANSPORTATION POLICY ADVISORY COMMITTEE**  
**MINUTES OF November 21, 2019**

The Transportation Policy Advisory Committee (TPAC) met at 6:00 p.m., on November 21, 2019, in the Second Floor Conference Room, City Hall, 41 Green Street.

Members Present:

Dick Lemieux, Chair  
Councilor Brent Todd  
Greg Bakos  
Craig Tufts  
Ursula Maldonado  
Terri Paige  
Rebecca McWilliams  
Sheila Zakre

Members Absent:

Ryan Buchanan  
Councilor Rob Werner

Staff:

Dave Cedarholm, City Engineer  
Ashley Hamilton, Fiscal Supervisor  
Sam Durfee, Senior Planner

Guests:

Laurie & David Rauseo, proposed Exit 17 plaza developers

**1. Call to Order**

The Chair called the meeting to order.

**2. Approval of Minutes**

The minutes of the October 24, 2019 meeting were approved (Motion-Todd; Second-Paige; Unanimous).

**3. Public Comment**

Laurie & David Rauseo attended the TPAC meeting to discuss their proposed Exit 17 shopping plaza development, share draft site plans, and give project updates. Several items relating to project's public transportation elements were discussed including: installing electric vehicle charging stations, bus stop locations, sidewalks and crosswalks, as well as landscaping, and additional phases to coincide with the future Whitney Rd. extension project. The Rauseo's were open to TPAC providing feedback relating to potential bicycle racks, additional bus stop locations, and lighting considerations.

Ursula Maldonado emphasized the importance of connectivity with respect to ADA accessibility and approachability for non-vehicle users, and commended the development plans for including considerations for public transportation, ADA accessibility and accommodating non-vehicle commuters.

Terri Paige mentioned that all bus routes in Concord were currently being evaluated for efficiency and an effort would be made to accommodate the new development with public transportation, indicating that additional coordination would be ongoing to implement a senior transit route, on demand services, and fixed routes to the area. She also stated that several non-active bus stops would be set up as place holders throughout the City until the fixed routes were determined and implemented. TPAC was reminded that the State has money

available for an inner City bus route (4) trips per day from Concord to Laconia, which would be a great candidate to include a Whitney Road stop. Terri Paige agreed to keep TPAC in the loop on any RPF bid requests for the route.

Laurie Rauseo let TPAC know that TF Moran was working on the traffic study, and they are in the analysis phase now which includes accommodations for the potential of extending Whitney Road in the future. Both a signaled intersection and roundabouts are being considered. The analysis will be sent initially to City staff and from there it will go to the State for their review and comment

Counselor Brent Todd reminded TPAC members that the Whitney Rd. /Hoit Rd. intersection improvements were needed before any site plans could be submitted to the City for review, and noted that an effort is being made to coordinate the timing between the studies, developments and ongoing projects in the City.

#### **4. New Business**

David Cedarholm announced that Karen Hill, formerly with VHB, was hired as the City's new Traffic/Transportation Engineer effective December 2<sup>nd</sup>.

#### **5. Consent Reports**

No subcommittee minutes were reviewed due to the timing of meeting dates and cancellations due to lack of quorums.

#### **6. City Council Meeting Update**

No Council Meeting updates were discussed.

#### **7. TPAC Referrals from City Council, Staff and Chair**

- a. **Referral from City Council regarding a communication from Councilor Bouchard on resident safety concerns about illegal vehicle left turns from East Side Drive northbound into the CVS/Burger King driveway** – TOC continued healthy discussions on scenarios and the possibility of conducting an experiment using crash barrels to mimic a median. Next steps would include City discussions with CVS & Burger King and then hosting a public forum. Pending further action. David Cedarholm agreed to provide crash history data at the next TPAC meeting.

**Referral from City Council regarding communications from Councilor Champlin on resident safety concerns with the intersection of Mountain Road and Hoit Road.** – TOC agreed to install (4) MUTCD W4-4P "CROSS TRAFFIC DOES NOT STOP" signs mounted to each of the (4) stop signs on Hoit Road.

David Cedarholm is working on notice letter to send to the NHDOT regarding the safety concerns at the intersection, along with a reminder of the need for regular bush clearing to maintain proper sight distance, and relocate a cluster of signage that block sight distances.

#### **8. Status Report on Subcommittees**

##### **a. Traffic Operations Committee (TOC)**

David Cedarholm reported on recent TOC items noting that the City has no current policy on crosswalk criteria or guidelines for one off requests & suggested that TPAC look into this further. Dick Lemieux stated the City's legal department should first review for possible liability implications and then suggested that City staff should fully research and provide TPAC with all options and guidance for further consideration. David Cedarholm agreed that this research would be nice for the new Traffic Engineer to take on.

Proposed modifications to the Blodgett Street and Pembroke Road intersection as part of National Guard's Site Plan Application were briefly discussed, and the committee had no issues with the proposed changes.

##### **b. Bicycle/Pedestrian Committee (TPAC-BP)**

Craig Tufts announced that the City of Concord received its 3<sup>rd</sup> Bicycle Friendly Community bronze award & would be promoted to the general public soon as well as in the City Manager's next newsletter.

**c. Public Transportation Committee (TPAC-PT)**

Terri Paige was officially appointed as the new TPAC-PT Subcommittee Chair person. Sheila Zakre gave her full support to the change and agreed to remain on as an active member. Terri Paige agreed to start coordinating meeting dates and times that would best accommodate member schedules and choose a time that works with the bus schedules to allow for a new member who is active public transit user.

**9. Staff Updates****a. Rockingham Street speed limit reduction follow up**

Some of the data (85<sup>th</sup> percentile) suggests a slight reduction in the traffic speeds occurred on Rockingham Street by the posted speed limit changes, noting that the average speed essentially stayed consistent. Volumes of traffic may have also dropped. TPAC members requested to have additional data collected to support the sign change's effectiveness before going to City Council. David Cedarholm agreed to have Engineering take additional counts in December or January, when school was active, per request. *[It was later decided to wait until the Spring to allow for a longer duration traffic count realizing the challenges posed by cold temperature on battery life limits the ability of performing traffic counts to a maximum of 3 or 4 days.]*

**b. Whitney Road / Hoit Road Intersection (CIP30)**

David Cedarholm reported that VHB was contracted to the survey and engineering designs for this project and would include potential connections to Hannah Dustin Drive and Whitney Road, while HDR is performing the review of TF Moran's traffic study data.

**c. Merrimack River Greenway Trail (CIP543)**

No items were discussed.

**d. I-93 Bow-Concord / Storrs Street Extension North**

As a follow up to Mayor Bouley's TPAC outreach on several key developments in the City, Craig Tufts took the initiative to compile a list of discussion items for TPAC to review for consideration. Craig focused on summarizing the long list of topics to digestible items and was looking for member feedback.

Dick Lemieux tasked TPAC members with reviewing and marking up Craig's proposed draft for review at the next TPAC meeting.

**e. Langley Parkway Phase 3 (CIP40)**

No items were discussed.

**10. Other Discussion Items**

Sheila Zakre inquired about the City's sidewalk paving status in relation to the street paving. She indicated that many are not being paved at the same time and are in need of repair as they are unsafe for pedestrian use. It was suggested that TPAC could propose recommendation to City Council to access and check inventory to ensure sidewalk maintenance and infrastructure were being done and were pedestrian/ ADA compliant. David Cedarholm mentioned that sidewalks and street paving were usually done at the same time, but agreed to follow up with General Services and would report back next meeting.

**11. Adjourn**

The meeting was adjourned by unanimous consent at about 8:30 p.m.