

(APPROVED)



**Town of Plaistow - Highway Safety Advisory Committee**  
145 Main Street, Plaistow, NH 03865

**PLAISTOW HIGHWAY SAFETY ADVISORY COMMITTEE MINUTES**

**MEETING DATE** – Friday, December 14, 2018

**PRESENT** – Police Chief Kathleen Jones, *Chairman*; Fire Chief John McArdle, *Vice-Chairman*; Dan Garlington, *Highway Department Supervisor*; Michael Dorman, *Building Inspector*; Dee Voss, *Admin Assistant Planning Department*; John Cashell, *Planning Director*; Julian Kiszka, *Board of Selectmen Representative*; Peter Bracci, *Alternate Board of Selectmen Representative*; Michelle Auger, *Pollard School Principal*; Thomas Geary, *SAU Representative*; Richard Latham, *Citizen's Representative*; Arthur Wiggin, *Citizen's Representative*; and Sam Cafiso, *Alternate Citizen's Representative*

**EXCUSED** – Lisa Withee, *Citizen's Representative*

**ABSENT** – None

**MEETING CALLED TO ORDER** - 9:37 a.m.

Chief Jones introduces Business Operations Coordinator for the SAU, Thomas Geary, to the Committee as a new member.

**MINUTES** – D. Voss motions to approve the minutes of 09/14/2018. Seconded by M. Auger. No comments or discussion.

Vote 8/0/3 (T. Geary, J. Kiszka, and Chief McArdle abstaining).

Motion passes.

**PUBLIC COMMENT**- None

**NEW BUSINESS** – Discuss light at intersection of Smith Corner Road and Eugenia Lane.

M. Dorman briefs everyone on the new street just after Kristie Lane and explains that the nearest street light is about 500ft away. He would like the Committee to take a look at it and decide whether or not to make a recommendation to install a street light. Explains that most intersections have street lights.

D. Voss mentions that the Town is looking into possibility converting to LED lights so it would be a good time to make the recommendation so it's included. Chief Jones asks if there is a recommendation that we have a street light installed at Eugenia Lane and Smith Corner Road.

J. Kiszka explains that since the Town is in the process of possibility converting to LED, if Until installs a street light they will charge the Town 100% of the cost and the Town will again have to pay the full cost of the old fixture when changing to LED. D. Voss agrees and suggests the recommendation go the Board of Selectmen that a light be considered for the intersection so it will be included for consideration.

Chief Jones questions the timeframe for the conversion to LED. D. Voss explains that they are working on language in the contract with Until. D. Voss motions that a recommendation be made to the Board of Selectmen that the intersection be considered as part of the future lighting plans. Seconded by M. Dorman.

Vote 12/0/1 (J. Kiszka abstaining).

Motion passes.

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J. Kiszka suggest including other street lights in the recommendation that need to be considered. Chief Jones states that she'll include Village Way.

General discussion held on the LED conversion and placement of lights. Chief Jones confirms that she'll include in the recommendation Village Way and Eugenia Lane. D. Garlington mentions the history of residents requesting street lights to the Committee. D. Voss explains that the LED conversion includes an Energy Committee consisting of Town employees and volunteers. Chief Jones recommends that a member from this Committee be included in the review. D. Voss states that any member is welcome to sit on the LED Street Lighting Subcommittee. States that the next meeting is scheduled for January 2, 2019 at 5:00pm at Town Hall.

## **NEW BUSINESS – Discuss signs at Jesse George and Old Roads.**

S. Cafiso mentions the comments on Facebook and speaks about the fork at Jesse George and Old Roads indicating that the yield sign has flipped. Indicates that the thru street is Jesse George Road from Rte. 125 to Main Street and how Old Road was a later added side street. States that the extension street should be the street that yields instead of the thru street. Explains that the yield is on Jesse George Road but sits right on the point causing confusion on who has the right of way at the intersection.

M. Auger speaks about the changes recently made several months ago. M. Dorman explains how it was just changed. D. Garlington explains that if you move the sign back you will be asking drivers to yield 40-50ft back from where they are actually merging. States that the previous recommendation was to separate the yield sign and street sign placing them on individual poles.

D. Garlington mentions his observations at the intersection recently and how he didn't see any drivers having an issue. S. Cafiso recommends that everyone take a look at this matter and have the Committee bring it up at a later meeting to discuss. Chief Jones states that she didn't find any accidents at this location.

R. Latham questions if D. Garlington has seen the plot plan for the upcoming development. D. Garlington mentions that he's seen the plan when it first went to the planning board. General discussion about the plan and development. M. Dorman indicates that the project will not cause any visibility or site distance issues at this intersection. Chief Jones suggest everyone review the intersection and come back to the next meeting with suggestions and recommendations.

## **NEW BUSINESS – Appoint Chairman and Vice-Chairman "ex officio" members for the 2019-2020 two year term.**

Chief Jones mentions her and Chief McArdle's retirements, the need to appoint a new Chairman and Vice Chairman for the Committee, and asks if anyone is interested in either. M. Dorman suggest if one is needed between now and the next meeting in March.

J. Kiszka motions that M. Dorman be the interim Chairman until an official Chairman can be voted on. Seconded by D. Garlington.

Vote 11/0/0

Motion passes.

S. Cafiso questions if the Committee should also appoint a Vice Chairman. Chief Jones believes it's not necessary as long as there is somebody in the role as Interim Chairman since it's only temporary.

## **NEW BUSINESS –**

T. Geary briefs the Committee on the TRSB's vote to combine the TRMS and TRHS buses and explains how it relates to the traffic on Greenough Road and that an increase in traffic is expected when this

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change occurs. Chief McArdle questions when the change will begin. T. Geary states that will start with the 2019/2020 school year.

S. Cafiso asks for a brief synopsis of what this change details. T. Geary mentions how the TRMS and TRHS each have their own buses and start school at different times. The new plan combines them which, will changes the bell schedule and may cause issues with traffic as parent pick up for both schools will be at the same time. Mentions other changes that will be made including restriping the parking lot. D. Garlington questions if the decision is finalized. T. Geary confirms the decision has been made and now they are getting ready to implement it. Further mentions how they are anticipating an increase in traffic as parents have indicated how they plan to drive their children to school when this starts.

R. Latham questions if there will be more buses during the particular time frame. T. Geary explains that they are reviewing it now and may have to add additional buses. D. Garlington express his concern with foot traffic in the area. D. Garlington questions if he could see what the final plan is since it'll have a direct impact on how the Town schedules sanding and plowing on the roads. T. Geary confirms he will reach out to him.

## **OLD BUSINESS – Update on Safe Routes to School**

D. Voss states that the substantial construction of the sidewalks is done and the flashing beacons are working great. Mentions that they were not able to get completed in time for Main Street to be fully paved but it's been shimmed to help with plowing. Explains that there are some drainages issues on Elm Street that need to get resolved but substantially it is done. D. Voss further mentions NH DOT's site walk that was completed a few days ago. NH DOT is good except for the drainage issues that will need to be corrected on Elm Street, which will be completed in the spring.

D. Voss thanks the Pollard School for their patience during the project. Chief McArdle questions if there will be a follow up survey to see if the project increased the number of kids walking to school. M. Auger mentions that they can do something similar to what they did before the project began.

D. Voss mentions that Safe Routes to School is no longer offered but TAP Grants are at an 80/20 match.

M. Auger will look into a survey. Chief Jones questions when they will do this. M. Auger suggest maybe spring. D. Voss suggests waiting a year before doing the survey.

Brief general discussion regarding the project including landscaping and curbing.

## **ACTION ITEMS – #1. Quarterly traffic statistics from radar panels.**

Reports distributed.

D. Garlington questions the locations of radars, if any need to be relocated, and suggests moving one to Greenough Road prior to the changes being made by the school so they have a baseline. Chief Jones confirms that the signs count traffic. T. Geary agrees that a radar would certainly help to include data in the report. D. Garlington states that he'll place a radar on Greenough Road next week. R. Latham questions if there is any radar data on Greenough Road currently. Chief Jones explains that none have been placed on this road yet to collect data. D. Garlington states he'll place it on a pole right after coming from Danville Road.

**ADJOURNMENT-** D. Voss motions to adjourn. Seconded by D. Garlington.

Vote 13/0/0

Motion passes. Meeting adjourned at 10:20 am

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**NEXT MEETING DATES –**

**March 15, 2019 @ 9:30 am**

**June 14, 2019 @ 9:30 am**

**September 13, 2019 @ 9:30 am**

**December 13, 2019 @ 9:30 am**

Respectfully submitted,  
Sarah Gibbs,  
Recording Secretary