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

PLAISTOW HIGHWAY SAFETY COMMITTEE MINUTES

MEETING DATE – Friday, November 18, 2016

PRESENT – Police Chief Kathleen Jones, *Chairman*; Fire Chief John McArdle, *Vice-Chairman*; John Sherman, *Selectman Representative*; Michael Dorman, *Building Inspector*; Dan Garlington, *Highway Department Supervisor*; Greg Jones, *Town Planner*; Arthur Wiggin, *Citizen's Representative*; Lisa Withee, *Citizen's Representative*; Michelle Auger, *Pollard School Principal* and Richard Latham, *Citizen's Representative*

EXCUSED – None

ABSENT –Sean Fitzgerald, *Town Manager* and Ernie Sheltry, *Citizen's Representative*;

MEETING CALLED TO ORDER - 9:33 a.m.

MINUTES – J. Sherman motions to approve the minutes of 09/16/2016. Motion seconded by D. Garlington. No discussion. None opposed. G. Jones and Michelle Auger abstained. Motion Passed.

PUBLIC COMMENT- None

NEW BUSINESS – Update on the status of the TAP Grant.

G. Jones distributed copies of the September TAP Grant PowerPoint presentation, letter to NHDOT dated 9/2/2016, and Round 2 TAP Grant Application. G. Jones briefs the Committee about the 2013 TAP Grant application and how it was expanded upon for this one and how it builds on the work started by the Safe Routes to School Project by constructing sidewalks along Main Street. States the plan presented is only preliminary. Speaks about the million dollar cap for funds available for each community and that Plaistow is requesting \$787,691.60 with a match of 20% by the Town in the amount of \$196,922.90. Briefly mentions the \$100,000 shortfall with the Safe Routes to School Project and how this funding would include funds to accommodate the shortfall. Mentions that Towns awarded this grant should be notified in late December.

Chief McArdle questions if the proposed sidewalks along Main Street will change the crown of the road. G. Jones confirms that it will not.

Chief McArdle inquires about the houses on Main Street that are only feet away from the road. G. Jones explains that if they're awarded the grant, engineering studies and discussions will occur with property owners along the road.

D. Garlington questions the Town's match and what would happen if the Town doesn't match. G. Jones states that the project will still be in the mix for an award in future years. D. Garlington questions the match that was rescinded on the Safe Routes to School Project and how it affects the project. G. Jones indicates that the Town still needs to come up with the \$100,000 shortfall for the project.

D. Garlington asks how the TAP Grant meets up with the traffic calming studies completed by the Town. G. Jones states that it matches in line with calming studies completed. Chief Jones asks about a start

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date. G. Jones states that the projection is 2019/2020 and that it depends on whether or not the Town is shovel ready, which could move the start date up sooner.

R. Latham comments about the sides of the road by the Library. G. Jones explains that the right of way is large which gives room to work to avoid needing to negotiate with residents and businesses in the area. R. Latham mentions his concern on how it could close in the travel portion of the roadway in that area as shown on the plan.

G. Jones mentions that if awarded the grant, he would invite NH DOT to an upcoming Committee meeting to elaborate on these concerns.

J. Sherman inquires as to whether or not the road by the railroad tracks will be narrowed in. G. Jones confirms it would as part of incorporating the traffic calming affects and to help slow down the speed of traffic.

Chief McArdle expresses his concern of narrowing down parts of Main Street, which would affect the ease of the fire department traveling to calls for service. D. Garlington mentions that concerns such as Chief McArdle's, should be in the conceptual plan. G. Jones explains that the preliminary plan is only to get the Town on radar with the NH DOT. Chief Jones states the importance of keeping this concern on a priority list for the project. Chief McArdle also briefly mentions concerns for pedestrians and bicyclists. D. Garlington mentions the issues for snow removal as well as cars entering onto Main Street by the Library.

J. Sherman briefly mentions a draft Warrant Article asking for 1 million with \$800,000 being reimbursed by the Grant and whether or not it will be ready to present in March to tax payers. Chief McArdle briefly comments on whether there is a large need in Town for the project. J. Sherman questions the cost of a million dollars for sidewalks. G. Jones explains how costs involved are for additional expenses such as inspections and engineering. R. Latham comments about the preliminary plan and its need for significant engineering changes.

J. Sherman questions how it would improve Pollard School. M. Auger briefs the Committee on the new traffic pattern put in place for parent drop off/pick up which moves traffic along better. Believes the changes will be good for sidewalks along the road to Pollard School. Chief McArdle questions if it will increase children walking to school? M. Auger mentions a survey sent to parents a few years ago concerning this, indicates that approximately 20/25 children walk to school, and that she doesn't believe the project will make a change. M. Auger reminds everyone that if the sidewalks are not cleared in the winter, they will only be used for a few months of the school year. M. Auger suggests sending out another survey to the parents.

D. Garlington mentions his concern about maintaining the sidewalks during the winter. G. Jones mentions a plan that has residents clear the snow off sidewalks in front of their property. D. Garlington briefly mentions the costs involved in maintaining sidewalks.

J. Sherman mentions potential parking problems along Main Street if narrowed in, especially for some businesses such as Brookside.

NEW BUSINESS – Citizen's Request for a Crosswalk by Laperle/Wentworth Avenues.

Chief Jones distributes a letter from a resident on Laperle Avenue requesting a crosswalk at the intersection where it crosses over Wentworth Avenue. M. Dorman motions to put in a crosswalk at the intersection of Laperle/Wentworth Avenues. L. Withee mentions that a crosswalk won't allow them to cross if cars don't stop. G. Jones comments that it would be a crosswalk to nowhere. Chief McArdle explains that it's to the Shaw's Plaza, which is a destination for residents. Chief Jones agrees with L.

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Withee but also explains how it is a tool for the residents and gives drivers a visual. J. Sherman questions the costs involved. D. Garlington indicates that it's well below \$1,000 and questions if there is a timeline on the project suggesting holding off until spring. Chief Jones confirms it can wait until spring. Motion seconded by Chief McArdle, all in favor, none opposed. Motion passes. Chief Jones will notify the resident that a crosswalk will be installed in the spring.

OTHER BUSINESS –

G. Jones briefs the Committee on the extension of Joanne Drive to Main Street and an upcoming meeting to discuss it. Chief McArdle explains that the water lines in the area will need to be addressed. G. Jones mentions the numerous evaluations and reviews that need to be completed if the Town moves forward. Mentions the 50% match required, which the Town might request funding assistance from a local business.

OTHER BUSINESS –

M. Dorman questions the status of the signs on Old Road and Jesse George Road. Chief Jones will look into the status of the memo to the Board of Selectmen recommending this change.

OLD BUSINESS – Discuss list of roads that exceed standard 24' width.

D. Garlington distributed a list showing road width comparisons that breaks down the estimated costs to pave each road at a 24' width and the current actual width of the road. Mentions the costs to plow, sweep, salt, and pave all increase if the road exceeds the standard 24' width. M. Dorman mentions the new subdivisions, which are all capped at 24' width roads. J. Sherman questions if this cap is in writing. M. Dorman confirms it is listed in the Town's regulations.

J. Sherman questions if a road is 30' in width whether the Town is obligated to clear more than 24'? Chief McArdle believes the Town has to plow to the white line only. D. Garlington indicates that they try to plow the entire pavement on the road, which helps with any drainage issues that could occur if they didn't clear the catch basins. A general discussion was held on the various widths of the roadways around Town.

Chief McArdle mentions the benefits of wider roads in residential neighborhoods which allow more space for residents to bike and walk along. J. Sherman indicates that he'd like this information in the RSMS report.

OLD BUSINESS – Update on status of a public hearing regarding speed limits on classified roads.

Chief Jones will look into the status of the public hearing with S. Fitzgerald.

OLD BUSINESS – Update on Safe Routes to School.

G. Jones mentions that the feasibility study is done and has been sent to NH DOT for comment. Expects to hear back from NH DOT soon and explains that they cannot move forward on the project until they do.

ACTION ITEMS –

#1. Electronically distribute monthly Main Street radar panel reports. – Chief Jones mentions the reports are being downloaded and will be distributed shortly.

#2. Run quarterly traffic statistics on Main, Elm, and Forrest Streets. – Due Jan, 2017

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#3. Look into locations to best place radar signs. – Chief Jones mentions that the radar panels are in. Briefly explains how the Town needs permission from Verizon to place them on the poles and has received an informal green light to do so. Chief Jones asks L. Withee to propose a location for one of the panels on Forrest Street. D. Garlington mentions his meeting with the Captains and how he'll be installing the panels over the next few weeks.

#4. Run class counts through Rockingham Planning Commission on Border Avenue slip lane northbound. – G. Jones will have them at the next meeting.

#5. Contact K. Russell at NH DOT regarding opticom issues along Rte 125. - Chief Jones explains Fire Cpt. S. Vezina has been in contact with Electric Light and is working on this issue.

#6. Schedule traffic counts on Rte 125 before Border Ave. – G. Jones will have them at the next meeting.

#7. Presentation to Committee on the Tap Grant. – Completed at today's meeting.

OTHER BUSINESS –

None

ADJOURNMENT- Motion to adjourn by D. Garlington, seconded by M. Dorman. None opposed – all in favor. Meeting adjourned at 10:54 a.m.

NEXT MEETING DATE – TBD

Respectfully submitted,
Sarah Gibbs, Recording Secretary