

**CITY OF MARLBOROUGH MEETING POSTING**

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CITY OF MARLBOROUGH

Meeting Name: Traffic Commission

Date: March 31, 2015

2015 MAR 25 P 3:45

Time: 10:00am

Location: City Hall, 1st Floor Committee Meeting Room

Agenda Items to be addressed:

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1) MINUTES OF LAST MEETING

2) NEW BUSINESS

- a) Towing vehicles from municipal lots for snow removal
- b) Request for speed limit signs near 406 Lincoln St., and Mechanic St. at Granger Blvd. traffic concerns.
- c) Communication from Councilor Irish, re: parking concerns and signage requests on Central St.
- d) Request to consider making Brigham St. one way.
- e) Parking concerns on Pleasant St. between West Main St. and Lincoln St.
- f) Winter parking ban exemption for 169 Lincoln St.
- g) Crosswalk on Williams St. near courthouse.

3) OLD BUSINESS

- a) Municipal off street parking regulation.
- b) High School parking regulations.
- c) Stop signs on Bigelow St.
- d) Traffic Commission rules and regulations update.
- e) Buses on local roads going to NESC

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.



**CITY OF MARLBOROUGH  
OFFICE OF TRAFFIC COMMISSION  
140 MAIN STREET  
MARLBOROUGH, MASSACHUSETTS 01752**

## **DRAFT**

### **Traffic Commission Minutes**

The Regular Meeting of the Traffic Commission was held on Tuesday, February 24, 2015 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman - Police Chief Mark Leonard, DPW Commissioner John Ghiloni and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins and local resident Mr. James Joubert. Minutes taken by: Karen Lambert, MPD Records Clerk.

#### **1- Minutes**

The minutes of the Traffic Commission meeting of December 17, 2014.

MOTION was made, seconded, duly VOTED:  
TO APPROVE.

*Note: No meeting held in January. All new business items carried over to this agenda, however, some have already been addressed.*

#### **2 – New Business**

**2a) Communication from Julie Crawford, re: Hardship overnight parking exemption for 12 Gates Ave.**

Ms. Crawford sent a request to the Traffic Commission for a “hardship winter parking waiver for my neighbor” at 12 Gates Ave. There is no parking space at this address and the residents are hoping to obtain a variance from the zoning commission to build a parking area on their property. They were advised that the decision won’t be made until late spring. Due to the overnight parking ban, they have been parking at the lot at

Hildreth School, however, they have been getting ticketed by police for parking there during the ban.

Chief Leonard advised that he would have referred this issue to the DPW if the Traffic Commission had held a meeting in January. The Chief said that cars have actually been towed from this lot for snow removal. John Ghiloni said that the residents of this address have already gone before the ZBA (Zoning Board of Appeals) but were advised that they needed to present detailed plans for the new driveway. Tim Collins said that the residents were given until June to get more information together. He said that the main issue is with snow plowing and that even with an exemption, vehicles still have to be moved for snow removal.

Chief Leonard advised that he will contact them and let them know that we have briefly discussed the issue. They may have worked something out by now.

MOTION was made, seconded, duly VOTED to REMOVE and PLACE ON FILE.

**2b) Communication from Councilor Tunnera, re: Buses on local roads going to NESC.**

Chief Leonard received an e-mail from Councilor Tunnera on this issue and believes that he is referring to Ferrechia Drive. The Chief noted that the Traffic Commission had previously discussed a truck issue in this area and added signage to direct trucks elsewhere. He noted that the issue with the buses "is always a battle". The hotels have been instructed to give directions to the rink away from the neighborhoods. Embassy Suites has a gate in the back with easy access to the neighborhood route. There was discussion as to whether or not this gate was supposed to be kept locked. The Chief believes that employees of Marlborough Hills also park in this lot (by agreement) and use the gate entrance as they do not have enough parking onsite.

Lisa Thomas will search through the Special Permits and see if she can find anything about this gate being kept locked.

MOTION was made, seconded, duly VOTED to REFER to Lisa Thomas to see what she can find out about the gate.

**2c) 2015 Traffic Commission meeting schedule.**

Chief Leonard included a copy of the schedule for all to review. The meetings are typically held on the last Tuesday of the month, except in December, at 10:00 am. He tried to make sure that they were off nights from the City Council meetings.

Lisa Thomas advised that she would try to let the Chief know in advance if she had any problems around election time.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE.

**3-Old Business**



**3e) Parking concerns in the vicinity of 131 Pleasant Street.**

Chief Leonard prepared three amendments to the regulations for a vote. They are as follows:

- 1) **DELETE** the current 30 minute parking restriction under “Time Limit Parking” in the area of Chestnut Street.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

- 2) **DELETE** the current parking restriction under “No Stopping, Standing or Parking” on the West Side of Pleasant Street.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

- 3) **ADD** new restriction under “No Stopping, Standing or Parking” to include the West side of Pleasant Street from Chestnut St. to Berlin Rd.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

**3f) Pedestrians crossing Granger Blvd. near New St.**

Chief Leonard prepared the regulation to add the new crosswalk on Granger Blvd. at Liberty Street under the section on “Crosswalk locations” and presented it for a vote.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

**3h) Communication from Councilor Tunnera, Re: parking concerns on Northboro Road West @ Elm Ridge Condominiums.**

Tim Collins received an e-mail from Joseph Frawley of MADOT advising that “it is OK for the City of Marlborough to post both sides of Northboro Road – West as NO Parking Anytime within the State Highway layout”. Tim also had a diagram of the area to be posted.

Chief Leonard asked how this should be documented as this is a state regulated area and the City is just installing the signs on their behalf. Tim Collins suggested that we could make a section in our regulations to reference the area in question. The Chief wanted to determine the exact statute so that if his officers were to write a citation they could check off “restricted Zone” and be able to have the section documented if necessary.

Tim Collins advised that he would get this information from Mr. Frawley. He also noted that the signs would be installed when the snow melts.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to get the statute information and to the DPW to install the proper signs as per the approval of MA DOT.

**3g) Hayden St. /Walker St. traffic concerns.**

Update: Tim Collins stated that the stop sign will be installed when the ground is no longer frozen.

**3c) Stop signs on Bigelow Street.**

Mr. Joubert was in attendance for an update on this issue. Chief Leonard advised that Mr. Pilachowski has provided pricing information on the solar power speed signs. The cost is approximately \$11,000 for the installation of two signs. The Traffic Commission had hoped to install two solar power speed signs, however, it has been determined that only one location receives sufficient sunlight to provide enough power. The second sign would require an alternative power source. The Chief has forwarded this information to the funding contact at DCU and advised that they may reach out to Mr. Pilachowski directly for specifics. They would then purchase the signs and Engineering could assist with installation up to a point.

Mr. Joubert again talked about the fact that there are no crosswalks on Bigelow and that the stop signs should not be there and how he wants them removed. Chief Leonard explained that the Traffic Commission is trying to maintain a balance and do the best we can for the area and go from there. Hopefully, we can now move forward with the funding source and purchase and install two signs. The Traffic Commission had made a representation at the community meeting that if any of the stop signs were to be removed we would do something to try to mitigate the speed issue at the same time.

MOTION was made, seconded, duly VOTED to REFER ENGINEERING to work with DCU on the information necessary to purchase the signs.

**3d) Traffic Commission rules and regulations update.**

It was discussed that an update needs to be forwarded to General Code as there have been numerous amendments made since the initial setup. Tim Collins said that he is still working on getting the street regulations that the Traffic Commission reviewed previously into organized groupings. He mentioned that there would have to be a public hearing on it. Lisa Thomas also mentioned that everything needs to be advertised in the Main Street Journal. She also wanted to be sure that General Code knew the amendments were coming from the Police Department and not City Hall as they handle two separate categories from the City. A discussion followed about the possibility of coordinating maps with the regulations so that the regulations could be viewed on the actual street and then linked to a document outlining the regulation.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT to forward the new information to General Code. (Chief Leonard will coordinate this with Karen Lambert, Records Clerk).

*Tim Collins asked to discuss a new item not on the Agenda.*

**New Item: New crosswalk on Williams Street near Court House.**

Tim Collins does not like the location of the existing crosswalk and is proposing a new location. It is currently located right in front of the courthouse. It would be better to extend the sidewalk from the parking lot and put a new crosswalk near Robin Drive. He



provided an aerial photo of the area with the proposed crosswalk indicated along with the specifications. The new crosswalk would need to be regulated before it can be installed. He noted that the existing crosswalk was never regulated so there is nothing to repeal. Chief Leonard advised that he can create the new regulation and it can be placed on the next agenda for a vote.

MOTION was made, seconded, duly VOTED to REFER to CHIEF LEONARD to prepare the new regulation for the next meeting.

***Pam Wilderman, Code Enforcement Officer, stopped in to discuss another item not on the agenda.***

**New Item: Emergency situation that had just occurred at 87 Fontaine Street.**

Pam Wilderman stopped into the meeting to discuss a water main break that had just occurred at this abandoned home. She said that the owner is saying that they are not responsible for any damages. Ms. Wilderman is requesting a bill from everyone who responded to this emergency. The Fire Chief was not present and she will contact him directly. She advised that she is going to send a bill to the mortgage company and hopes to put a lien on the property. She also mentioned that there was an issue with TB a few years ago and wanted anyone who went into the house to be tested for TB.

**3a) Municipal off street parking regulation.**

MOTION was made, seconded, duly VOTED:  
To TABLE.

**3b) High School parking regulations.**

MOTION was made, seconded, duly VOTED:  
To TABLE.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 10:46 am.

Respectfully submitted,

Karen L. Lambert  
Records Clerk  
Marlborough Police Department

**List of documents and other exhibits used at the meeting:**

-Meeting Agenda for Tuesday, February 24, 2015 (Including City of Marlborough Meeting Posting).

-Letter from Julie Crawford to the Traffic Commission members, dated 1/7/15, re: Hardship Winter Parking for 12 Gates Ave., Glauca Reis Residence.

-E-mail from Councilor Tunnera to Chief Leonard, dated 1/19/15, re: Concerns about buses using a cut through to the rink.

- Traffic Commission Meeting Schedule for 2015.
- Regulation to amend "Time Limit Parking" on Pleasant Street (deletes existing regulation).
- Regulation to amend "No Stopping, Standing or Parking" on Pleasant Street (deletes existing regulation).
- Regulation to amend "No Stopping, Standing or Parking" on Pleasant Street (adds all of Pleasant Street on West Side from Chestnut St. to Berlin Rd.)
- Regulation to amend "Crosswalk Locations" (Adds Granger Blvd., at Liberty Street to the schedule).
- E-mail from Tim Collins to Traffic Commission Members, dated 1/21/15, re: Main Street Municipal Lot, across from City Hall and Main Street Municipal Lot, west of Bolton Street.
- E-mail chain between Joseph Frawley and Tim Collins, dated 12/11/14 to 2/23/15, re: Route 20 signage.

**Additional Handouts**

- Diagram of Northboro Road West (within Route 20 layout).
- Aerial photo of Williams Street with proposed crosswalk indicated.

## Mark Leonard

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**From:** Mark Leonard  
**Sent:** Friday, February 27, 2015 8:15 AM  
**To:** John Ghiloni  
**Subject:** Towing cars from municipal lots

Commissioner Ghiloni,

I think we need to discuss the issue of towing cars from municipal lots during and after storms. I have received several calls this year from irate people whose cars had been towed, as well as questions from officers questioning the need to order vehicles towed for non-emergency situations. I certainly understand the need to tow during significant snow events, but the issues I've heard about are post-storm issues, and one this past weekend when we had a very minor storm. For example, at 5am this past Sunday, the DPW wanted 11 cars towed from Stevens park, including one owned by a 70 year old woman whose car had been buried in snow from several storms ago. We were there for 3 hours trying to get cars moved/towed when this most likely could have been done at a later time, and with proper notice to the owners.

As I said I understand the immediate need during an actual snow storm of significance, but post-storm clean up should probably require notice to cars that are otherwise legally parked. Some may be illegally parked, but sometimes there are no signs present to indicate such, and most people don't realize they may be violating the overnight parking ban in a parking lot.

Please let me know a good time to speak with you more about this.

Thanks,

Mark F. Leonard  
Chief of Police  
Marlborough Police Department  
355 Bolton Street  
Marlborough, MA 01752  
Office: 508-485-1212 x6974  
Fax: 508-624-6938



## Mark Leonard

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**From:** Evan Pilachowski  
**Sent:** Monday, March 9, 2015 1:32 PM  
**To:** Mark Leonard  
**Subject:** Traffic Commission Request

Chief,

We received an anonymous request through See Click Fix to look at speeding and the possibility of installing speed limit signs near 406 Lincoln St. They also reported that there have been numerous instances where vehicles have failed to yield to pedestrians in a crosswalk. Could you please add this to the next Traffic Commission agenda for discussion?

Thank you,

Evan

Evan Pilachowski, P.E.  
City Engineer  
Department of Public Works  
135 Neil Street  
Marlborough, MA 01752  
(T) 508.624.6910 x7200  
(F) 508.624.7699

## Mark Leonard

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**From:** Jo Daly <jo.daly@gmail.com>  
**Sent:** Monday, March 9, 2015 10:08 AM  
**To:** Mark Leonard  
**Subject:** Traffic Commission Agenda

Hello Chief Leonard

I wanted to bring up a couple of items for discussion at the next traffic commission meeting.

First, can speed limit signs be posted along Lincoln street? It would also be nice to have police patrol this area for speeders as many cars drive 40-50mph along this street. They also race towards pedestrians in the cross walks and swerve into the opposite lane to continue speeding and avoid stopping for pedestrians. Specifically at 406 Lincoln Street is where cars speed, do not stop for pedestrians in the cross walk. Many drivers have also become outraged at the need to stop at the cross walk. It would be nice to see this escalated before someone gets hit.

Secondly, at the intersection of Mechanic and Granger Streets, can the light be updated/changed to include a flashing yellow arrow with a sign that states "Left Turn Yield on Flashing"? I've seen this in other towns and seems to help with right of way confusion. Currently, this intersection is a bit dangerous as people either try to race to beat other drivers with right of way or are just clueless to right of way procedures when driving.

Thank you and appreciate your assistance!

Kind regards,

~Jo

## Mark Leonard

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**From:** City Council  
**Sent:** Thursday, March 12, 2015 7:03 AM  
**To:** Mark Leonard  
**Cc:** John Irish; City Council  
**Subject:** From Councilor John Irish - Central St. parking

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**From:** John Irish [mailto:jirish3@msn.com]  
**Sent:** Wednesday, March 11, 2015 9:17 PM  
**To:** City Council  
**Subject:** Central St. parking

Please forward to Chief Leonard  
Thank you.

Good morning Chief Leonard,  
Residents on Central St. have three issues that they would like to have the Traffic Commission address. 1) Vehicles parking at the corner of Central St. and Mechanic St. not sure if the curbing is painted yellow to prevent any parking at corner. Residents are having a difficult time navigating on to Central St. 2) Vehicles parking in front of Central Auto Rebuilders 53 Central St(blocking entrance) makes it difficult for customers and equipment to Enter and to Exit the garage. 3) Residents believe more signage is needed, no parking at any time and adding a one way sign.

I appreciate any assistance in regards to this matter.  
Thank you.  
John Irish  
Ward 5 City Councilor



**Mark Leonard**

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**From:** Evan Pilachowski  
**Sent:** Tuesday, March 24, 2015 12:58 PM  
**To:** Mark Leonard  
**Cc:** Karen Lambert  
**Subject:** Traffic Commission

Mark,

We received a concern related to the width and sight distance along Brigham St. The person has requested that Brigham St be converted into a one way street to make it safer. Could you please add this item to the next Traffic Commission agenda for discussion? If Karen has time before then, it might be helpful to look at a quick history of traffic crashes along this street.

Thank you,

Evan

Evan Pilachowski, P.E.  
City Engineer  
Department of Public Works  
135 Neil Street  
Marlborough, MA 01752  
(T) 508.624.6910 x7200  
(F) 508.624.7699

## Mark Leonard

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**From:** Adam Moreschi <adam.moreschi@gmail.com>  
**Sent:** Monday, March 23, 2015 8:28 PM  
**To:** Mark Leonard  
**Subject:** New Resident: Street Parking on Pleasant St between W Main St and Lincoln St

Hello Chief Leonard,

My name is Adam Moreschi, and I recently moved to Marlborough at the beginning of this month to be closer to my post-college job in Westborough.

Marlborough's a pretty great town!

I am messaging you today because I noticed a traffic issue that I believe may only get worse at the weather becomes nicer and more drivers hit the roads. I wanted to inform you so that perhaps the citizens of the town, and consequently the public service employees of your force, do not have to clean up any accidents due to driver frustration or misunderstanding.

On Pleasant Street, in between W Main Street and Lincoln Street, and specifically in front of Slattery Funeral Home and St. Mary's Credit Union, the street parking allowed here essentially creates a one-way street. When traffic picks up between the rush hours 7:45am - 9:30am and 4:00pm - 6:00pm, it has been very dangerous in understanding who has the "right of way" on the normally two-way street. Although the snow piles are still evident, they only take up about 6 inches on the side of the road, which is therefore not a large factor in the traffic jam.

Is there a process to create street parking limitations or bans for this type of situation?

As a main two-way street, I think that this problem can only be solved through parking enforcement rules. Driving by this section of the street daily, I have noticed many parking lots of the properties here empty, which could be at least a partial solution for those looking to frequent the businesses and properties here.

I look forward to continuing the discussion with you, sir! Thank you for having your contact information publicly available on the City of Marlborough's official website. It's much appreciated!

Best wishes,  
Adam

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Adam Moreschi  
[adam.moreschi@gmail.com](mailto:adam.moreschi@gmail.com)  
508-335-1530

William Wyskoczka  
1 Turner Ridge Rd  
Marlborough, MA 01752

Chief Mark Leonard,  
Marlborough Police Department  
355 Bolton St  
Marlborough, MA 01752

Reference: 169 Lincoln St Parking

Dear Chief Leonard,

This letter is the follow up you requested per our phone conversation about my parking issues at 169 Lincoln St in Marlborough.

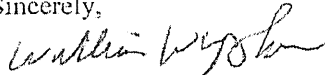
When I purchased the two-family house the 2<sup>nd</sup> floor tenant was using the small driveway on Lincoln St. and the 1<sup>st</sup> floor tenant was parking on the grass area on Short St. Pam Welderman informed me parking on the grass was not acceptable to the city. I went to the Engineering Department to see what my options for adding parking was. They said I could not extend or widen the driveway. Pam Welderman gave me paperwork from the Police Department explaining the parking ban. It stated that some streets had exceptions and that is what I am looking and hoping for.

The 1<sup>st</sup> floor apartment has been empty for 6 weeks and has been shown approximately 20 times by 4 different real estate agencies. The lack of parking is the single biggest issue for the apartment.

I have lived in Marlborough for 22 years and own 6 properties that are all in much better condition than before I purchased them. Over the years I have built and renovated many houses in the city and have worked with the Zoning and Planning Boards, Fire Department, Water and Sewer Department, Engineering and Building Department, including all the different inspectors. Many obstacles have come up, but we have always come to a solution that works.

I would appreciate any help you can offer on my parking issue.

Sincerely,



William Wyskoczka



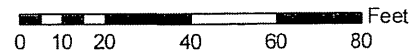
Williams Street crosswalk



Legend

CROSSWALK NAME	LOCATION	DIRECTION OF TRAVEL	WIDTH
WILLIAMS STREET	ROBIN DRIVE	NORTH/SOUTH	40 FT

1 inch = 40 feet



All Marlborough GIS data is to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. This web site is not intended to be used as the exclusive basis for decision-making.

February 23, 2015

City of Marlborough





**CITY OF MARLBOROUGH  
TRAFFIC COMMISSION**

A regulation to amend the Rules and Regulations of the Traffic Commission of the City of Marlborough, as amended, thereof entitled VEHICLES AND TRAFFIC, Article VIII, Section 586-60.1: "Crosswalk locations".

BE IT ENACTED BY THE TRAFFIC COMMISSION OF THE CITY OF MARLBOROUGH AS FOLLOWS:

s. 586-60.1 of the Rules and Regulations of the Traffic Commission is hereby amended by ADDING to said schedule the following:

<u>CROSSWALK ON</u>	<u>LOCATION</u>	<u>DIRECTION OF PED. TRAVEL</u>	<u>LINEAR FEET</u>
Williams Street	At Robin Drive	North/South	40 feet