



**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, August 26, 2014 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman - Police Chief Mark Leonard, DPW Commissioner John Ghiloni, Fire Chief James Fortin and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins and local resident from 847 Elm Street. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, July 29, 2014.

MOTION was made, seconded, duly VOTED:
TO APPROVE

2-New Business

Chief Leonard requested a motion to suspend the rules and move item 2d) to the top as a local resident is here for this issue. All in favor.

2d) Request for deer crossing warning sign on Elm Street.

This request was made by a resident of lower Elm Street. She was looking for some type of motorist warning sign. Chief Leonard said that we can all collectively agree that we have seen deer in this area. Between the Felton Conservation Area and the Marlborough Fish & Game there is a very large wooded area. Mr. Collins advised that there is nothing in the MUTCD regulating this type of sign. It was also noted that Farm Road has a similar sign.

MOTION was made, seconded, duly VOTED to APPROVE and REFER to the DPW to determine the proper location for the signs and proceed with installation.

2a) Communication from Councilor Irish, re: No parking signs on Harrison Place; weight and dimension restrictions on West Hill Rd.

- 1- **Harrison Place** - Chief Leonard advised that he has not yet gone out to see the issue but does know it is a very short street. Mr. Collins advised that there is no parking allowed on either side of Harrison Place, however, people are parking there. There are (or were) no parking signs with arrows in both directions. They can be swapped out for standard no parking signs indicating no parking this side of street.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to review and advise.

- 2- **West Hill Road** – Chief Leonard advised that this would be considered a truck exclusion. West Hill Road would not meet the warrants for a truck exclusion. Drivers seem to be following their GPS onto these smaller roads. Mr. Collins suggested the possibility of a sign indicating that it was a “Narrow Road”. It was discussed that this could lead to other small roads requesting similar signage.

MOTION was made, seconded, duly VOTED to TABLE for now until ENGINEERING has the opportunity to review further.

2b) Plymouth St. parking restrictions.

This request was submitted by City Engineer Evan Pilachowski. A portion of this road is being reconstructed and they would like to “minimize impact” by reducing the width of the roadway to 18 feet (standard width is 24 feet). He was asking if this would be a problem for emergency vehicles. There are only two homes in this area, very little traffic, and no possibility to expand the roadway. Fire Chief Fortin said he does not have an issue with this as long as there is no parking on either side of the street. Chief Leonard advised that he would put together the regulation. Lisa Thomas advised that this could be advertised on the new webpage, though she would still also advertise it in the paper.

MOTION was made, seconded, duly VOTED to REFER to CHIEF LEONARD to create the regulation and to Lisa Thomas for advertisement.

2c) Tractor trailer traffic on Concord Rd.

A formal request for this issue was sent to Chief Leonard by a local resident. Chief Leonard advised that he has already responded and explained that Concord Road would not meet the warrants for a truck exclusion. For example, there has to be a certain number of trucks that travel the roadway per hour. He also explained that an alternate route would need to be proposed and if it involved another town, i.e. Hudson in this instance, the other town would also need to approve the exclusion. This is unlikely as it would bring more trucks onto their roadways.

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

3-Old Business**3j) Request for right turn lane at 445 Simarano Dr.**

Chief Leonard prepared the revised regulation to add the Right Turn Only lane at the 444 Simarano Drive entrance and submitted it for a vote.

MOTION was made, seconded, duly VOTED to APPROVE the revised regulation. A copy will be forwarded to Lisa Thomas for advertisement.

3h) Extension of parking restriction on Hosmer St. near Memorial Beach.

It appears that this issue was already resolved. The regulation to extend the no parking restriction on Causeway Street Extension to “all year” was already created, however, the signs still say parking is restricted from June to September. There is nothing to repeal as the regulation is correct. The signs need to be swapped out. Commissioner Ghiloni said the time limit signs are also on Hosmer Street. The issue is that the lot will be open year round and the parking restriction needs to stay in place. Chief Leonard advised that he had focused on Causeway Street Extension and that he will need to go back and see what is actually there in the rest of the area. However, it does not make sense to wait another month when all agree that the time limit should be removed. Chief Leonard advised that he would repeal the existing regulation and replace it with one stating no parking all year round – both sides of Hosmer from Stevens to the Hudson town line.

MOTION was made, seconded, duly VOTED to REFER to CHIEF LEONARD to prepare the proper regulations.

3c) Stop signs on Bigelow Street.

Chief Leonard advised that there may be other options for the solar powered signs we had discussed in the past (as seen in Northboro). He saw another option in Barnstable that looked less expensive. Mr. Pilachowski advised that he had a quote for another style. They were a little over \$3,000 each. The quote for four was \$13,400. This is for materials not installation. He passed out a two page specification sheet for review. Tim Collins said that the big question is the location. Chief Leonard asked who is responsible for figuring out where the most sun is and how much is needed to power them. He will need to get back to his potential funding source with specific information.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to provide more specific details.

3f) Communication from Mayor’s office, re: Feasibility of making entire length of Hayden Street one-way.

This issue was resolved at the last meeting and should be removed from the Agenda.

3i) Parking issues on Liberty Street.

Tim Collins passed out two photos of the street showing different issues. One shows an embankment which gets much worse when there is snow. The other shows a cement retaining wall with a car parked on the sidewalk right up against the wall. He noted that people have created their own “off street” parking. He also had a large map showing the number of parking spaces available on each side. One side has 61 spots the other side has 49 spots. People will be upset if you take away “their spots”. It was determined that parking would be restricted on one side from Granger up to #78 Liberty Street (@ Ringold Street). Parking will be allowed on one side as long as cars are not parked on the sidewalk. Mr. Collins will determine the number of linear feet involved and provide this information to Chief Leonard so he can create the regulation.

MOTION was made, seconded, duly VOTED to REFER to CHIEF LEONARD to prepare the regulation.

3e) Communication from Kraft Tire & Auto regarding Brigham/Maple/Walker St. intersection.

Commissioner Ghiloni has had a number of discussions with Mr. Kraft and advised him that the reconstruction project for this area is “not going to happen tomorrow”. It appears that Mr. Kraft had expected it to come together sooner. All parties are aware of the situation, including Mr. Kraft. There is definitely a plan to make changes but it will not be soon.

MOTION was made, seconded, duly VOTED to REMOVE this item from the Agenda until further notice.

3g) 413-417 South St. blind driveway.

Update: Tim Collins advised that the hidden driveway sign has been installed. This is at least a start.

MOTION was made, seconded, duly VOTED to keep on the Agenda as other options are still being pursued.

3a) Municipal off street parking regulation.

At the last meeting, the Commission was working on updating the regulations for “Municipal off-street parking areas”. Commissioner Delano noted in the minutes that the Commission was discussing removing any reference to metered spots. He mentioned to the Chief that the parking meters were going to be coming back. He also noted that the CDA actually owns the garages. Chief Leonard questioned whether we actually first need a “Grant of Authority” from the CDA in order to regulate certain garages or lots. Commissioner Ghiloni said that the CDA actually has their own separate board with the Mayor as Chair. Chief Leonard advised that in order to make any rules and regulations enforceable we would need a Grant of Authority from the CDA to make it official. Chief Leonard mentioned that he has a meeting on September 4th about Marlborough parking issues. He had assumed that all these lots were city owned. He wants to understand exactly what the CDA is and who they answer to? He may have to run this by the Legal Department (Don Ryder). He wants to be sure that we are creating legally enforceable

rules and regulations for the city and he wants everyone to be aware of what we are doing.

Commissioner Ghiloni commented that the DPW maintains, plows, stripes etc. all the lots and parking decks.

Tim had another draft of the rules and regulations for off-street parking areas. He tried to clearly separate it into sections with specific tow zones indicated. Chief Leonard advised that we would need to table this issue for now. We were ready to make these changes in the regulations, however, first we need to clarify who controls these areas. He is hoping that things will be clearer after his meeting on the 4th.

MOTION was made, seconded, duly VOTED to TABLE until further information is available on who controls the lots.

3b) High School parking regulations.

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

3d) Traffic Commission rules and regulations update.

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 11:05 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, August 26, 2014 (Including City of Marlborough Meeting Posting.

-Draft copy of minutes from 7/29/14

-E-mail from Councilor Irish to Chief Leonard, dated 7/16/14 re: Harrison Pl / West Hill Road signage.

-E-mail from City Engineer Evan Pilachowski to Chief Leonard, dated 8/11/14, re: Plymouth Street

-E-mail from local resident Ron Ayotte to Chief Leonard, dated 7/29/14, re: Tractor trailer traffic on Concord Road.

-Revised "No Stopping, Standing or Parking" regulation for Causeway Street Extension

-Revised "Required Turns" regulation for the right turn only lane at 445 Simarano Drive entrance.

-Copy of mission statement for City of Marlborough Traffic Commission.

Additional Handouts

- Two photos of Liberty Street from different angles.
- Draft - "Municipal off-street parking areas"
- Specifications for Pole Mounted Radar Speed Monitor – Model LCER11-299 from Lightcast Public Safety.