



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

Traffic Commission Minutes

The Regular Meeting of the Traffic Commission was held on Tuesday, February 23, 2016 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 Kevin Breen and City Clerk Lisa Thomas. Also present: Assistant City Engineer Tim Collins and City Councilor Katie Robey and local resident Daniel Winn. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, January 26, 2016.

MOTION was made, seconded, duly VOTED:
TO APPROVE

2 – New Business

2a) Communication from Arthur Bergeron, re: Request for on-site traffic and parking regulations at 110 Pleasant Street.

Chief Leonard advised that as part of the Special Permit for 110 Pleasant Street, they were supposed to petition the Traffic Commission. Tim Collins brought a copy of the Special Permit. He thought Arthur Bergeron would be at the meeting to discuss specifically what he was looking to have enforced. There doesn't appear to be anything unusual requested. The Traffic Commission may not need to regulate anything. As long as any handicapped spots are clearly marked with proper signage, police can enforce this on private property. Anything unusual would require a Grant of Authority.

The wording on the Special Permit may have been a standard condition on the permit. All agree to table until Chief Leonard has a chance to discuss the issue in more detail with Arthur Bergeron.

MOTION was made, seconded, duly VOTED to TABLE until the issue is clarified with Arthur Bergeron.

2b) Discussion – Temporary traffic regulations for New St. polling location.

Tim Collins passed out a GIS diagram of the New Street Polling location with all turns out of the parking lot marked. After the last election, there were a few issues that came up which they would like to address before the upcoming primary. Chief Leonard advised that he has authority for any temporary rules and regulations that are needed. All agreed that it can be difficult getting in and out of New Street. The merge from traffic coming down from Mechanic Street can make it more difficult.

For the upcoming election, the City is proposing 1) a right turn only out of New Street onto Granger Blvd and 2) coning off access to Granger Blvd. from Mechanic Street. This would eliminate the merge that causes some of the problem. Sign holders and site distance also caused some problems at the last elections. If sign holders were moved to the right side corner they would not be blocking site distance for cars looking left to take a right onto Granger.

Lisa Thomas has already talked to the Chief on some of these issues. They are hoping to make voting as easy as possible for people going to the polls at the new Senior Center. She is hoping to have police presence there at the busiest times, i.e. 6:30 to 10:30am and 5:00 to 8:00pm. Tim Collins also said that at the last election we also blocked off a lane on Granger. His concern is that those coming off of West Main are in the same lane as those turning right onto New Street. The Chief does not feel this will be necessary as there will be no merge from Mechanic to worry about this time.

Tim Collins said that people will learn that they can take alternate routes through the neighborhoods. This will then cause complaints from the neighborhoods on Election Day. Chief Leonard said he thinks that most people will take a right onto Granger and circle around. He said that there is “no great answer”. It is all new and we just have to try out a few things and see how it goes.

Local resident and election poll worker, Daniel Winn, was also in attendance. He said that there are a lot of voters that come from the West and would normally take Mechanic Street to New Street. He thinks it is a good plan to block off the traffic from Granger but still thinks it will get very congested at certain times. Chief Leonard advised that he will have officers monitor the intersection and see what happens. Lisa Thomas said that they are anticipating at least a 50% voter turnout. Fire Chief Breen said that he actually thinks the bottleneck will be more likely due to limited parking at the actual voting location. Lisa Thomas noted that all 351 municipalities have to deal with parking issues on election days.

Councilor Robey said that, as a resident from the west side of town, it would be best to alert people as soon as possible to the detour rather than when they get to the intersection of Mechanic and Main Street so that they could take an alternate route.

Chief Leonard noted that he already has to have five officers at all the schools. He may not be able to have enough officers available to fill all spots. He asked if a blackboard

message could be sent out notifying residents of the detour or if a notice could be put on the City's website. Lisa Thomas said that she could definitely put a notice and a diagram on the website and send a copy to a local reporter so they could put it in the paper. Lisa Thomas said that we will definitely get complaints but we can at least try to alleviate some of the problems ahead of time. Chief Leonard said that if we do nothing, we will get "huge complaints". He also said that a notice can also be put on the Police Department's Facebook page and Twitter account.

Lisa Thomas said that she can also have a constable monitor the parking lot and report back to the officer there or at least contact the chief on his cell phone if there are any major problems. Chief Leonard said that all we can do is assess the day as it goes along and do the best we can.

MOTION was made, seconded, duly VOTED to create a "right turn only" out of New Street on Election Day and to cone off access to Granger Blvd. from Mechanic Street.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING, the Police Department and the City Clerk's Office to provide the necessary notices to the community of the roadway changes on Election Day.

3-Old Business

3a) High School parking regulations.

Chief Leonard prepared four regulations, with emergency preambles, for a vote. Copies of each are included in this packet. The emergency preambles are due to the fact that school is currently in session and that some of the signs are already in place just not formally regulated. There are no changes being made. Engineering is just firming up what is already there. The three amendments to the regulations involve:

- 1) Stop Intersections
- 2) One-Way Streets
- 3) Crosswalk Locations
- 4) Do Not Enter Streets

MOTION was made, seconded, duly VOTED to APPROVE all four amended regulations. Lisa Thomas asked the Chief for electronic copies of all four amendments by tomorrow so that she could submit them for advertisement in the Main Street Journal on Saturday.

3b) Stop signs on Bigelow St.

Chief Leonard reviewed the fact that the Bigelow Street stop sign issue has been a very long process that goes back to the neighborhood meeting we had at Hillside School in 2011. As part of this meeting, it was determined that if the Traffic Commission were to remove any of the signs (as they do not meet the MUTCD warrants for stop signs) they would also do whatever they could to mitigate any potential problems. It was finally determined that three signs would be removed when funding became available for two

speed indicator signs. Chief Leonard said that he thinks these signs actually do a good job of getting people to slow down. Once the signs are taken down, he will have his Officers do radar patrols. It was determined, after much review, that the stop signs at Flagg, Shea and Doucette would be removed. There is no requirement to notify any other authority. They are all local roadways under the control of the Traffic Commission and the signs never met the MUTCD warrants required for stop signs.

There was some question, however, on the site distance coming out of Doucette. Tim Collins passed out a few photos of the area. The yellow markings indicate the layout of Bigelow Street. The City has no issue in taking down some of the problem vegetation. It is all on City owned land. It was agreed that if this vegetation was removed it would be helpful.

Initially the Traffic Commission was looking to install four speed indicator signs, however, there was only funding available for two. The likelihood of finding future funding for any additional signs is probably not very high. Commissioner Ghiloni said that if the Forestry Dept. cleans up the area we should be good to go.

Chief Leonard prepared the amended regulation to remove the stop signs, in both directions, at Flagg Road, Sheaf Drive and Doucette Drive for a vote.

MOTION was made, seconded, duly VOTED to APPROVE the amended regulation. ALL IN FAVOR.

MOTION was made, seconded, duly VOTED to REFER to the DPW to cut back the vegetation at Doucette Drive.

Part II

The big issue now is now is notification. It was discussed that the best way to alert residents is through a blackboard connect message and social media. Tim Collins said that we could also use the message boards. They are currently being used for the election until March 2nd but are available after that. Commissioner Ghiloni also said that signs had been ordered warning of traffic changes in the area. He thinks they have come in now.

Chief Leonard asked if we could do a citywide blackboard connect message now and then follow up with a specific message to the affected neighborhoods. Tim Collins advised that the blackboard messages would be sent out March 2nd. Chief Leonard said that a notice would go out on the Police Department's Facebook page and twitter as well. Lisa Thomas will also post it on the City's webpage. Tim Collins said that he will also post it on the message board and leave it up for a week or two to indicate that traffic patterns will be changing. The blackboard database comes from Verizon. If your landline is from Verizon or Comcast you should get a call on your home phone. Some residents have also registered their cell phones. A citywide blackboard message should reach everyone.

Chief Leonard wanted to be sure that everything was ready to go at the same time. The day the three stop signs come down he wants to be sure that the additional info. signs go up.

Fire Chief Breen had to leave at this point for another meeting.

It was determined that Wednesday March 16th would be the target date for the three stop signs coming down and the additional signage going up on the side streets.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING, the POLICE DEPARTMENT and Lisa Thomas to make the necessary announcements and notifications.

MOTION was made, seconded, duly VOTED to REFER to the DPW to remove the stop signs and install the additional warning signs on the side streets on March 16th.

3c) Traffic Commission rules and regulations update.

MOTION was made, seconded, duly VOTED to TABLE.

3d) Traffic pattern, parking deck behind City Hall.

Tim Collins prepared the wording for the new regulations for One-Way and Do Not Enter signs and also included a diagram of the lower level of the parking deck in the agenda packet. All agreed that it makes sense and is how most of the traffic travels anyways. Tim Collins said that it also makes for a better turn movement onto Court Street. Chief Leonard will prepare the amended regulation for vote at the next meeting based on Tim Collins' recommendations.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to prepare the regulation for a vote at the next meeting.

3e) Mill St. parking restriction.

MOTION was made, seconded, duly VOTED to TABLE

3f) Crosswalk Locations on Lincoln St.

It was reviewed that when Tim Collins was looking into the crosswalk in front of The Lofts he realized that none of the other crosswalks on Lincoln Street were ever actually regulated.

Chief Leonard prepared a new regulation to add the six crosswalks on Lincoln Street to the "Crosswalk Locations" section of the regulations. Lisa Thomas noted that the regulation also includes the name of specific businesses along with street #'s. She suggested it would be better to remove the business name (i.e. former St. Anne's church and Fitzgerald & Collins Funeral Home) and just use the number so there will be no confusion in the future.

Chief Leonard advised that he would make this revision and send it to Lisa for advertisement.

MOTION was made, seconded, duly VOTED to APPROVE the regulation as amended. All in favor.

3g) Traffic concerns at Wilson & Hemenway Sts.

Evan Pilachowski and Tim Collins went out and took a look at this area again. Mr. Collins passed out a diagram of the area and a photo of a rumble strip island. This type of island would cause drivers to make more of a 90 degree turn and cause them to slow down when they go over the rumble strip. He also had the new sign moved closer to the actual turn. It was previously installed too far away. The rumble strip could be installed in the spring and Engineering believes it will help.

Chief Leonard said that he has “his own personal opinion on rumble strips”. He mentioned one on Miles Standish Drive and how he thinks it doesn’t do very much because people tend to ignore it or go around it. There is also a “bit of noise associated with it” and it becomes a plowing and maintenance issue. Commissioner Ghiloni said that he also did not want to use a rumble strip here. Mr. Collins said that maybe it is enough that they have at least moved the new sign closer to the intersection. Chief Leonard said that he would like to think it would help but believes most of the traffic travels this way every day and would tend to ignore it.

Mr. Collins also suggested that he look into taking the turn radius down a little and making it more of a T-intersection. Commissioner Ghiloni liked this idea also and wanted to look into “squaring off the intersection” and seeing if it would make things any better.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to look into further.

MOTION was made, seconded, duly VOTED to keep this item on the agenda as it is still a “work in process”.

3h) Discussion of stop sign on Broadmeadow Rd. – Panther Trail

Chief Leonard reviewed again that with the opening of the new Panther Trail there is the anticipation that more people will be coming to this area. The proposal is for a new stop sign for eastbound traffic at Parmenter Street. He asked if there was any further discussion necessary. If not, he had prepared the new regulation in the agenda packet for a vote. He also had the regulation for the new crosswalk on Broadmeadow at Garabed Blvd. for a vote.

Chief Leonard said that we should at least notify Guilbankian’s of the change and give them a heads up as they the only ones living beyond this area. Both directions on Broadmeadow will now be required to stop at Parmenter.

MOTION was made, seconded, duly VOTED to APPROVE the new stop sign at Broadmeadow at Parmenter Street. All in favor.

MOTION was made, seconded, duly VOTED to APPROVE the new crosswalk on Broadmeadow at Garabed Blvd. All in favor.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 11:17 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 23, 2016. (Including City of Marlborough Meeting Posting.

-Draft of minutes from Tuesday, January 26, 2016.

-Copy of a letter from Arthur Bergeron, dated 2/2/16, re: Application Pursuant to General Laws Chapter 90 Sec. 18 (request for on-site traffic and parking regulations at 110 Pleasant Street).

-Four amendments (including emergency preambles) for the regulations in the High School parking lot. 1) Stop Intersections 2) One-Way Streets 3) Crosswalk locations 4) Do Not Enter Streets.

-Amended regulation to delete three stop signs under the schedule for "Stop Intersections" on Bigelow Street.

-E-mail from Tim Collins to Chief Leonard, dated 2/18/16, re: Do Not Enter Language and One-Way Language, including diagram, for Parking Deck behind City Hall.

-Amended regulation to add 6 Crosswalks to the "Crosswalk location" schedule on Lincoln Street, including a diagram.

-Amended regulation to a stop sign on Broadmeadow at Parmenter

-Amended regulation to add a crosswalk on Broadmeadow at Garabed Blvd.

Additional Handouts:

-GIS photo of the intersection of Bigelow Street and Doucette Drive.

-Diagram of intersection of Hemenway Street and Wilson Street with photo of proposed rumble strip.

-GIS map of area of New Street and Granger Blvd. (i.e New Street Polling location) with right turn only at New Street & Granger indicated with suggested travel patterns.

