

# CITY OF MARLBOROUGH MEETING POSTING

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Meeting Name: Traffic Commission

Date: February 24, 2015

2015 FEB 17 P 3:39

Time: 10:00am

Location: City Hall, 1st Floor Committee Meeting Room

Agenda Items to be addressed:

- 1) MINUTES OF LAST MEETING
- 2) NEW BUSINESS
  - a) Communication from Julie Crawford, re: Hardship overnight parking exemption for 12 Gates Ave.
  - b) Communication from Councilor Tunnera, re: Buses on local roads going to NESC.
  - c) 2015 Traffic Commission meeting schedule.
- 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) Parking concerns in the vicinity of 131 Pleasant St.
  - f) Pedestrians crossing Granger Blvd. near New St.
  - g) Hayden St./Walker St. traffic concerns.
  - h) Communication from Councilor Tunnera, re: parking concern on Northboro Rd. West. @ Elm Ridge Condominiums

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, December 17, 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 and Fire Chief James Fortin. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins and Councilor Rob Tunnera. Minutes taken by: Karen Lambert, MPD Records Clerk.

#### **1- Minutes**

The minutes of the Traffic Commission meeting of November 24, 2015.

Karen Lambert brought a revised draft to the meeting as Mr. Pilachowski had made a clarification on two items.

MOTION was made, seconded, duly VOTED:  
TO APPROVE the minutes as amended.

*Chief Leonard requested a Suspension of Rules to begin the meeting with a New Business Item not on the Agenda.*

#### **2 – New Business**

**1a) Main Street Municipal Lots, west of Bolton St. and across from City Hall – Proposed One Way.**

Tim Collins sent an e-mail to Chief Leonard and asked if this item could be included in the discussion. He is requesting that both of these parking lots officially be made “one-way” and that they be added to the regulations under the schedule for One-Way Traffic. Currently, cars can enter both lots from either direction. The DPW wants to make them one way with arrows. The Street Division would like to do line painting this Wednesday.

Chief Leonard had already prepared the regulations and included an Emergency Preamble so that the regulations would take effect “immediately upon adoption by the Traffic Commission.

**Main Street Municipal Parking Lot - West of Bolton Street**

MOTION was made, seconded, duly VOTED to APPROVE the Emergency Preamble. ALL IN FAVOR.

MOTION was made, seconded, duly VOTED to APPROVE the amended regulation to add this lot under the schedule for “One-Way Streets”. ALL IN FAVOR.

**Main Street Municipal Parking Lot – Across from City Hall**

MOTION was made, seconded, duly VOTED to APPROVE the Emergency Preamble. ALL IN FAVOR.

MOTION was made, seconded, duly VOTED to APPROVE the amended regulation to add this lot under the schedule for “One-Way Streets”. ALL IN FAVOR.

**3-Old Business**

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

Councilor Tunnera was present at the meeting on behalf of Mr. Beyersdorfer. He said that there appear to be more vehicles parking here. Tim Collins advised that he has sent an e-mail to Joe Frawley, our contact at MassDOT, advising of the issue and asking if MassDOT approval is required to regulate this area as No Parking.

Mr. Frawley’s reply was “There is no parking allowed on State Highway, so MassDOT does not need to approve the posting of “No Parking” signs on the portion of Northboro Road – West within state highway layout.”

Chief Leonard said that based on their response it sounds like they want us to put up the signs. Tim Collins will clarify with MassDOT on the sign location with a graphic. If they are OK with it but don’t want to put up the signs, the DPW will install them.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to clarify the specifics with MassDOT and follow with installation of “No Parking” signs if all is in order. Also to REFER to Chief Leonard to relay this information to Mr. Beyersdorfer.

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

Councilor Tunnera was also interested in an update on this issue. Chief Leonard advised that we have a vender for the solar powered signs and that he was hoping that we could get two. The vender completed a solar study, however only found a good location for

one of the signs. We are now trying to figure out how to address this issue. The second sign would require another source of power.

Councilor Tunnera asked if the trees blocking the sun are on personal property. Mr. Pilachowski advised that it is a mix. There is a canopy of trees in the entire layout, some are on personal property while others are on City property. The signs need strong sunlight in the morning to recharge.

Chief Leonard reviewed how the Traffic Commission had proposed eliminating three of the five stop signs on Bigelow St. They would keep the one at Flagg Rd. and the one at Evelina Dr. They were hoping to have 4 speed signs, with 2 in each direction. Funding became available for two solar powered signs. Now we have a problem with the second sign.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to research alternate signage.

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

Tim Collins advised that he has reviewed the entire length of Pleasant Street to determine exactly what the issues are. He passed out four diagrams with regulations attached. They include areas with:

- 1) 30 Minute Parking
- 2) 30 Minute Parking (exc. Sun & Hol.)
- 3) No Stopping No Standing No Parking
- 4) No Parking Anytime

He also found five locations with regulations but no signs. Chief Leonard advised that he would like to make the entire street consistent. The group discussed the best way to do this. The "cleanest" way is to repeal four of the existing regulations and amend one. This would eliminate all 30 minute parking. There should be no parking allowed on both sides of Pleasant Street from Chestnut to Berlin Road.

MOTION was made, seconded, duly VOTED to REFER To Chief Leonard to prepare the amended regulations for the next meeting.

**3i) Request from Councilor Delano, re: signage near entrance to Villages East on Boston Post Rd.**

Tim Collins advised that what Councilor Delano is asking for has already been done. He passed out photos of the area which show signs indicating "Turning Vehicles Ahead". He said that if they want to upgrade the street sign to make it stand out more they can also do that and he provided a copy of the city's "Street Sign Standards". Chief Leonard advised that he will communicate this to Councilor Delano.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to communicate this information to Councilor Delano.

**3f) Request to allow parking on Ames Place near Main Street.**

*This item should have been REMOVED from the Agenda.*

**3h) Request for crosswalk on West Main St. near Broad St.**

*This item should have been REMOVED from the Agenda.*

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

Chief Leonard was not able to prepare the amended crosswalk regulation for this meeting. Tim Collins advised that he would resend the linear feet so that Chief Leonard would have the necessary information to prepare the regulation for the next meeting.

MOTION was made, seconded, duly VOTED to TABLE until the next meeting.

**3j) Hayden St. /Water St. traffic concerns.**

Chief Leonard prepared the regulation to add the Stop Sign on Water Street at the T-intersection at Hayden Street.

MOTION was made, seconded, duly VOTED to APPROVE the amended regulation adding the Stop Sign on Water Street to the Schedule of "Stop Intersections". ALL IN FAVOR.

Also to REFER to the DPW to install the stop sign.

**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.

**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 10:40 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, December 17, 2014 (Including City of Marlborough Meeting Posting).
- Draft copy of minutes from 11/25/14.
- E-mail from Tim Collins to Chief Leonard, dated 12/15/14, re: Main Street Municipal Lots, west of Bolton Street and across from City Hall (Including aerial photo of each lot with one way arrows indicated).
- Revised regulation, including Emergency Preamble, to add Main Street Municipal Parking lot, across from City Hall to the Schedule of "One-Way Streets".
- Revised regulation, including Emergency Preamble, to add Main Street Municipal Parking lot, west of Bolton Street to the Schedule of "One-Way Streets".
- Revised regulation to add the Stop Sign on Water Street at the Intersection of Hayden Street to the Schedule of "Stop Intersections".
- E-mail from Tim Collins to Joseph Frawley, dated 12-11/14, re: Route 20 signage, including Mr. Frawley's response.

**Additional Handouts**

- Diagram of Pleasant Street with regulation for No Parking Anytime
- Diagram of Pleasant Street with regulation for No Stopping No Standing No Parking.
- Diagram of Pleasant Street with regulation for 30 Minutes Parking (Exc. Sun. & Hol.)
- Diagram of Pleasant Street with regulation for 30 Minutes Parking
- Color Photo of Main Street Municipal Lot – West of Bolton Street – Proposed One Way, with one-way arrows indicated.
- Copy of City of Marlborough, Department of Public works, Street Sign Standards.
- Photos of the area near the entrance to The Villages East on Boston Post Road with sign indicating "Turning Vehicles Ahead".

TO: Marlborough Traffic Commission Members:  
Police Chief Mark Leonard, Chair  
Fire Chief Jim Fortin  
DPW Commission John Ghiloni  
City Clerk Lisa Thomas

FM: Julie Crawford  
11A Gates Ave #3  
Marlborough, MA 01752  
508-251-0012, Crawford.julie@gmail.com

RE: Hardship Winter Parking for 12 Gates Ave, Glaucia Reis Residence

DT: 1/7/15

Dear Traffic Commission Members:

I am writing to request that you consider a hardship winter parking waiver for my neighbor, the Glaucia Reis family, residing at 12 Gates Ave. The Reis family does not have a parking spot at their residence and is currently applying for a variance from the zoning commission to build a parking spot on their property. That decision won't be made until late spring.

In the meantime the Reis family states they are having difficulty parking overnight at the Hildreth School parking area that abuts the Marlborough Girls Softball Field, cross streets of Sawin St. and Gates Ave. This parking area is at the entrance of Gates Ave and is often used by residents or visitors of Gates Ave, including myself, when I cannot guarantee I can get out of my driveway due to inclement weather, and need to leave for work in the early mornings.

The Reis family states they are getting ticketed and told by the police they cannot consistently park at this location during the winter parking ban, Dec 1 – March 15<sup>th</sup>.

Due to their present hardship of having no parking at their residence, and unable to park on the street during this time, I hope you will allow them to park their vehicles at this designated parking area without penalty. This parking area does not appear to have any conflicts with snow plowing other than the vehicle owners may have to dig out after the city plows through that street.

In my opinion, it would be in the best interest of their immediate neighbors, including 11A Gates Ave, to allow them access to park at this location.

Thank you for considering this request. Should you agree to this waiver, the Reis family will need to supply you their vehicle information and license plate numbers.

Please feel free to call or email me for any questions or concerns.

Julie Crawford

CC:   
Glaucia Reis, 12 Gates Ave

**Mark Leonard**

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**From:** Robert Tunnera <rtunnera@gmail.com>  
**Sent:** Monday, January 19, 2015 7:06 PM  
**To:** City Council; Mark Leonard  
**Subject:** Concerns about Buses using a cut through to the rink

Hi Chief,

I received a call from a resident regarding buses driving to the rink from the hotels on weekends. He said it starts on Thursday and goes all weekend.

Is there anything we can do to help this situation? I know we had this issue before but I can't remember where it ended up.

Thanks

Rob

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**Rob Tunnera**  
**508-414-0838**

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**TRAFFIC COMMISSION MEETING SCHEDULE FOR 2015**

January 27

February 24

March 31

April 28

May 26

June 23

July 28

August 25

September 22

October 27

November 24

December 16 (Wednesday)

**All meetings will be at 10:00AM unless otherwise noted, in the Committee Meeting Room, 1<sup>st</sup> floor, City Hall**



## 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 VII, Section 586-56, Schedule XII: "Time Limit Parking";

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

s. 586-56 of the Rules and Regulations of the Traffic Commission is hereby amended by DELETING from said schedule the following:

<u>STREET</u>	<u>SIDE</u>	<u>TIME LIMIT; HOURS/DAYS</u>	<u>LOCATION</u>
Pleasant Street	East	30 mins., except Sundays and legal holidays	From the intersection of Chestnut St. to a point 158 feet north.
Pleasant Street	West	30 mins., any day	From Chestnut St. northerly to the property line at 118 Pleasant St.



**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, Section 586-53, Schedule IX: "No Stopping, Standing or Parking"

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

s. 586-53 of the Rules and Regulations of the Traffic Commission is hereby amended by DELETING from said schedule the following regulations:

<u>STREET</u>	<u>HOURS</u>	<u>SIDE</u>	<u>LIMITS</u>
Pleasant Street	All	West	Commencing at Elm St. and extending southerly for a distance of 282 feet.
Pleasant Street	All	West	From No. 208 northerly to Spring St.
Pleasant Street	All	West	From Elm St. to Berlin Rd. (Will expand by adding new reg. from Chestnut St. to Berlin Rd.)



**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 VII, Section 586-53, Schedule IX: "No Stopping, Standing, or Parking"

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

s. 586-53 of the Rules and Regulations of the Traffic Commission is hereby amended by ADDING to said schedule the following:

<u>STREET</u>	<u>HOURS</u>	<u>SIDE</u>	<u>LIMITS</u>
Pleasant Street	All	West	From Chestnut Street to Berlin Road.



**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>
Granger Blvd.	At Liberty Street, south side.	East/West	56 feet

**Mark Leonard**

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**From:** Tim Collins  
**Sent:** Wednesday, January 21, 2015 1:12 PM  
**To:** Mark Leonard; Lisa Thomas  
**Cc:** Evan Pilachowski  
**Subject:** Traffic Commission  
**Attachments:** Main Street Municipal Lot, across from City Hall.pdf; Main Street Municipal Lot, west of Bolton Street.pdf

Chief, as requested for next meeting:

Granger Boulevard crosswalk at Liberty Street:

§ 586-60.1. Crosswalk Locations

<b>Crosswalk on</b>	<b>Location</b>	<b>Direction of Pedestrian Travel</b>	<b>Linear Feet</b>
Granger Blvd.	at Liberty Street-South side	East/West	56 feet

§ 586-49. Schedule V: ONE WAY STREETS Electronic copies of the graphic for the municipal parking lots on Main Street being made One-Way

Timothy F. Collins  
Assistant City Engineer  
Marlborough D.P.W.  
(508) 624-6910 Ext. 7203

tcollins@marlborough-ms.gov

## Mark Leonard

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**From:** Tim Collins  
**Sent:** Wednesday, January 21, 2015 1:21 PM  
**To:** Frawley, Joseph (DOT)  
**Cc:** Evan Pilachowski; Mark Leonard  
**Subject:** RE: Route 20 signage

Joe,

Thank you for your response. I forwarded it to the Traffic Commission. They would like to see both side of the Northboro Road – West roadway posted as NO PARKING ANYTIME. If you would give the City of Marlborough permission, we would install the signs.

The W2-2 signs for Boston Post Road – East at Village Drive are already installed. I sent my initial e-mail based on correspondence from the Ward Councilor without realizing that this matter had been brought up and resolved.

**Timothy F. Collins**  
Assistant City Engineer  
Marlborough D.P.W.  
(508) 624-6910 Ext. 7203

[tcollins@marlborough-ms.gov](mailto:tcollins@marlborough-ms.gov)

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**From:** Frawley, Joseph (DOT) [mailto:[joseph.frawley@state.ma.us](mailto:joseph.frawley@state.ma.us)]  
**Sent:** Thursday, December 11, 2014 2:22 PM  
**To:** Tim Collins  
**Cc:** Evan Pilachowski; Mark Leonard  
**Subject:** RE: Route 20 signage

Tim,

- 1) There is no parking allowed on State Highway, so MassDOT does not need to approve the posted of "No Parking" signs on the portion of Northboro Road – West within state highway layout.
- 2) Street name signs are the responsibility of the City, so MassDOT does not need to approve the upgrade of the street name sign for Village Drive. However, we would have to review and approve the installation of intersection warning signs (W2-2 L/R). If we agree that the signs are appropriate (we don't place them at every street intersection) MassDOT can install the signs.

Thanks,  
Joe

Joseph R. Frawley, P.E.  
District 3 Traffic Operations Engineer  
Massachusetts Department of Transportation, Highway Division

P: (508) 929-3916  
F: (508) 799-9763  
[Joseph.frawley@state.ma.us](mailto:Joseph.frawley@state.ma.us)

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**From:** Tim Collins [<mailto:tcollins@marlborough-ma.gov>]  
**Sent:** Thursday, December 11, 2014 12:42 PM  
**To:** Frawley, Joseph (DOT)  
**Cc:** Evan Pilachowski; Mark Leonard  
**Subject:** Route 20 signage

Joe,

Two items came before the Traffic Commission that deal with signage being proposed within the State layout

- 1.) Northboro Road – West is located within the layout of Boston Post Road – West. It is access to the condominiums at the corner of Boston Post Road – West. Boundary Street and Elm Street. Residents do not like commercial vehicles parking on Northboro Road – West and are asking the Traffic Commission to regulate this area as NO PARKING. Does this require permission or approval from MassDOT?
- 2.) There is a driveway to a condominium complex off of Boston Post Road – East which has been named Village Drive (named for E-911 response). Street signs were erected by the condominium association, but were done when the standard was a 6" blank and 4" letters. We are going to suggest that they upgrade to the new street name sign standard. Dose this require permission or approval from MassDOT? It may be appropriate to install W2-2(R) and W2-2(L) signage where the named driveway is similar to a street intersection. Does this require MassDOT permission or approval?

Thank you in advance for your time and effort in responding to this matter.

*Timothy F. Collins*  
Assistant City Engineer  
Marlborough Department of Public Works  
(508) 624-6910 Ext. 7203

[tcollins@marlborough-ma.gov](mailto:tcollins@marlborough-ma.gov)