

# CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: Traffic Commission

Date: Wednesday, November 25, 2020

Time: 10:00 am

Location: Virtual Meeting

Agenda Items to be addressed:

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2020 NOV 23 A 9:27

In accordance with the March 12, 2020 Executive Order issued by Governor Baker modifying certain requirements of the Open Meeting Law, the Marlborough Traffic Commission will hold a virtual meeting on Wednesday, October 28, 2020.

## **NO IN PERSON PUBLIC ATTENDANCE WILL BE PERMITTED**

The public may access the meeting by clicking the link on the meeting calendar page or by dialing 617-433-9462 and using conference ID: 632 750 529#

### **1) MINUTES OF LAST MEETING**

- a) Review draft from 10-28-20

### **2) NEW BUSINESS**

None

### **3) OLD BUSINESS**

- a) Signage on Lincoln Street regarding Truck Traffic.
- b) Request for Truck Exclusion on Stevens Street.
- c) Speed and Parking Issues on Church Street.
- d) Request for a Speed Limit Sign on Church Street in the area of Hildreth Street
- e) Request for No Parking Sign – Paquin Drive.
- f) Complaint Concerning No Parking Signs on River Street.
- g) Parking Violations, Issues & Complaints – Preston St. & Maplewood Ave.

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 as a **virtual meeting** on Wednesday, October 28, 2020 at 10:00 am. Members present: Chairman - Police Chief David Giorgi, Fire Chief Kevin Breen, Commissioner of Public Works Sean Divoll, Assistant Commissioner of Operations for the DPW Theodore Scott and City Clerk Steve Kerrigan. Also present: City Engineer Tom DiPersio, Assistant City Engineer Tim Collins, Officer Andy Larose and Sgt. Zac Attaway from the MPD Traffic Services Unit, City Councilor Katie Robey, City Councilor Samantha Perlman and City Councilor Mike Ossing.

Minutes taken by Karen Lambert, MPD Records Clerk.

John Burke from the IT Dept. started recording the meeting at 10:01 am and Chief Giorgi began by welcoming everyone and making introductions.

#### **1- Minutes**

The minutes of the Traffic Commission meeting of Wednesday, September 30, 2020.

MOTION was made, seconded, duly VOTED:

TO APPROVE – All in Favor - Accept and Place on File.

#### **2 - New Business –**

**2a) Request for No Parking Sign – Paquin Drive.**

This was a phone request from Meghan Phadke, a resident of Paquin Drive, that came into the Mayor's office. She advised that the resident of 48 Paquin was requesting a No Parking sign in front of the beach entrance to keep cars from blocking the narrow entrance.

Chief Giorgi advised that he spoke with her and this is in reference to the dead-end area where the beach access is located. Everyone on Paquin Drive has the right to use this beach entrance. Tim Collins provided a diagram of the area with the area in question marked in yellow. He also had a photo and marked a white bar at the driveway location. It appears that people are parking here and blocking access to the driveway of #48.

Chief Giorgi asked if approval was needed to place a No Parking sign here. Tim Collins provided a copy of Ch. 586-22 of the Rules and Regulations Manual, which outlines the general rules for no parking in front of a private driveway or road. The Police Department can ticket based on these guidelines. Mr. Collins also noted another option of using specific time frames for no parking. He pulled up a copy of the regulation for and area of Cullinane Drive which limits the no parking from June 15<sup>th</sup> to September 15<sup>th</sup>. This is used all along the Memorial Beach area and private beach areas.

Commissioner Divoll asked what if the person who lives there wants to use this specific area for overflow parking? Chief Giorgi said that the owners of the property are the ones who are requesting the no parking restriction. Chief Giorgi said that the property owner advised that he was planning to come to the meeting, but he is not in attendance. It was noted that people frequently call to say that cars are parking in front of their property to go to the beach. It was discussed that this specific area is not for vehicular access. Tim Collins said that it is a curb cut with grass and there is no boat launch here. The issue appears to be just people parking in front of his house and driveway and walking to the beach. Chief Giorgi said that it would be better to have more specific information from the resident to clarify the issue, so we understand exactly what he is requesting.

MOTION was made, seconded, duly VOTED to TABLE until more specific information is available from the resident of #48.

## **2b) Complaint Concerning No Parking Signs on River Street.**

Councilor Doucette sent an email to Chief Giorgi saying that he had received a complaint that the No Parking Signs on River Street are too harsh. The current signs say no parking on either side. He is asking if the East Side can be changed to "Resident Parking Only". Chief Giorgi advised that he also talked to someone who said the same thing. By having no parking on both sides are we infringing on resident's rights to park in front of their own home?

Tim Collins said that if we allow parking on one side the businesses will just use the other side for parking. We won't be able to know which cars belong to the residents. Commissioner Divoll said that the only way to do this would be to issue resident stickers which we probably wouldn't do. Chief Giorgi said that yes, this issue has come up in other areas as well and we've said no to resident stickers. He does sympathize with the residents, but the main issue was with all the car businesses parking on the street all day and blocking traffic. Officer Larose suggested restricting parking only during certain daytime hours. Chief Giorgi agreed and recommended restricting parking on both sides

from 8:00 am to 5:00 pm., Monday through Friday. This would open up parking to the residents for evenings and weekends. All agreed this was a good idea.

Fire Chief Breen said that when he's gone by, he has seen cars parked here. Chief Giorgi advised that he drove by last week and only saw two cars and they were actually on the dealer's property. Tim Collins asked if Officer Larose could monitor the street for a while and see if this was working to keep commercial parking off the street. Officer Larose advised that he has been out for a few weeks with an injury but is back now and will monitor the area. Chief Giorgi said that prior to putting the No Parking signs up the entire street was lined with cars.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to provide the wording for the new restricted time frame parking.

### **2c) Parking Violations, Issues & Complaints – Preston St, & Maplewood Ave.**

Sgt. Attaway has received continuous complaints in this area, more specifically closest to the intersection of Elm Street. He asked if it would be possible to put up "No Parking Here to Corner" signs approximately 40-50 feet from the intersection. He knows that the normal restriction is for no parking within 20 feet of an intersection, however, the 20 feet doesn't seem like enough distance for cars to make the turn here. He said that it's "kind of like playing chicken" when you make the turn. Because vehicles are parked on both sides, vehicles can't get by with two lanes.

Chief Giorgi said that we have also discussed a similar situation with Howland Street. He asked if there was any additional restriction here or on Norwood Street? Chief Giorgi asked Tim Collins if there were any guidelines on this? Mr. Collins referred back to the General Provisions in Ch. 586-22, specifically to the section on no parking within 20 feet of an intersection throughout the entire City. Chief Giorgi asked if anyone had any other thoughts on this? Steve Kerrigan said maybe it is something we can try (the 40 to 50 feet) on this one side street and see if it helps.

Sgt. Attaway said that for now he is going to try to enforce the restriction for no parking within 20 feet on an intersection and see how it goes. If he keeps having issues and getting calls, we can readdress the issue at next month's meeting. He said he would take photos and see how many tickets he seems to be issuing. He would also try to see if the issue is with residents or others.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT for further follow up and keep on the agenda for next month.

### **3-Old Business**

#### **3a) Signage on Lincoln Street regarding Truck Traffic.**

**Update:** Tim Collins advised that he emailed his contact at MassDOT on this issue and normally gets a quick response, however, he has not received a reply. He put together a new letter addressed to the director outlining the issue. A copy of the letter and supporting documentation is attached, i.e. a copy of the approved regulation, a diagram

outlining the route and centerline crossing diagrams for WB – 40 truck turn and WB-50 truck turn. The main request was “to place signage in advance of the intersection channelization on East Main Street to direct commercial vehicles to use the established Truck Route (Route 20), by placing the following sign: Trucks Prohibited from Right Lane. The sign would be placed approximately 250 feet before the end of the State Layout for Route 20.” Mr. Collins advised that he received an email response back that said that the request was received and was being reviewed and that they would get back to us.

MOTION was made, seconded, duly VOTED to TABLE for a final response from MassDOT.

**3b) Request for Truck Exclusion on Stevens Street.**

**Update:** This issue is tied into Agenda Item 3a above. Tim Collins reiterated that we don’t have the traffic counts for a truck exclusion but if the above issue is resolved it should help to alleviate the truck traffic on Stevens Street.

MOTION was made, seconded, duly VOTED to TABLE.

**3c) Speed and Parking Issues on Church Street.**

**Update on Speed Issue:** Tim Collins advised that he has reviewed the entire corridor and found 6 to 7 areas where speed limit signs could be placed and has put the request in to the Street Division. He also noted that most of the speed limit signs could be mounted on existing utility poles.

MOTION was made, seconded, duly VOTED to TABLE.

**Update of Parking Issue:** Tim Collins advised that when reviewing the corridor, he also figured out how many cars could park on each side. He provided a diagram with the numbers of available spaces in each area indicated. In his analysis, he tried to determine where to restrict parking and what would be most effective. We already have no parking within 20 feet of an intersection. His spaces may say 10 or 11 are available, but in actuality, it could be less depending on how people park. They are not going to be marked spaces. He was trying to make a calculation. He also questioned whether we wanted to jump from side to side or break at certain points at Hildreth St. or Essex St. He had another diagram with recommendations. Chief Giorgi said that it seems to make more sense to break at certain points. Officer Larose said that he thinks the original complaint was between Greendale and Greenwood. It was discussed that it makes more sense to start in the areas where we have received complaints rather than create other issues.

Tom DiPeriso also said that we should take into consideration the sight distance when determining where to allow parking. For example, at the corner by Essex we don’t want to allow parking on the East side. Chief Giorgi then said we can do no parking on both sides between Essex St. and Shawmut Ave. Officer Larose also noted that only one house does not have a driveway. They put blocks on their lawn in the winter so they can park there during the parking ban.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to provide the specific language on which side to choose for no parking and which specific areas.

**3d) Request for a Speed Limit Sign on Church Street in the area of Hildreth Street.**

**Update:** The speed limit sign issue was addressed above in item 3c above.

Councilor Perlman said that she was aware of the electronic speed sign out on Hildreth Street, but the display was not on and she asked if it had been activated. Officer Larose advised that one of the features is that it can calculate speeds with the display turned off. He finds this can be more accurate as it prevents people from knowing they are being recorded. He had the signs at different locations between 10/14/20 to 10/27/27 and provided copies of the speed studies, which includes a Compliance & Risk Report and a Volume by Speed Report and reviewed his findings (copies attached).

MOTION was made, seconded, duly VOTED to TABLE until the speed limit signs have been installed. Request has been made to the Street Department.

***Chief Giorgi asked if there were any other issues for discussion.***

- 1) Officer Larose had one item for Tim Collins regarding Berlin Road by Peebles Way. He looked on ECode 260 and there is a discrepancy with the speed limits. The map shows a 20-mph sign near Peebles but ECode 360 shows 30 mph. He provided a copy of the entry. Mr. Collins said that he thought this had been corrected long ago. He will go out and check the whole area again and make sure that it is marked properly.

Commissioner Divoll said that he thought the speed limit of 20 mph was only for school zones. Mr. Collins advised that if a request comes in for a lower speed limit, and a study is done, it would depend on the speed of the 85<sup>th</sup> percentile. He said that sometimes you don't want to do a speed study again in certain areas because the 85<sup>th</sup> percentile could actually come in at a higher speed.

- 2) Question on the status of the regulations in the agenda packet.

Chief Giorgi realized that we did not discuss these. He advised that these regulations have already been approved at the last meeting based on the language provided by Engineering. They now just need to be advertised. Karen Lambert will forward the approved regulations to Steve Kerrigan for advertisement.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 10:49 am.

Respectfully submitted,

Karen L. Lambert  
Records Clerk

Marlborough Police Department

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

-City of Marlborough Meeting Posting for Traffic Commission Meeting on Wednesday, October 28, 2020 including meeting agenda.

-Draft of Traffic Commission Minutes from Wednesday, September 30, 2020.

-Email from Michelle O'Brien to Chief Giorgi, dated 9/29/20, re: phone call from Meaghan Phadke regarding a request for a No Parking sign on Paquin Road.

-Email from Councilor Doucette to Chief Giorgi, dated 10/6/20, re: Signs on No Parking Signs on River Street.

-Email from Sgt. Attaway to Karen Lambert, dated 10/23/20, re: Parking Violations, Issues & Complaints on Preston Street & Maplewood Ave.

-Amended regulation to add Lincoln Street to Section 51, Schedule VII: "Heavy Truck Route" of the Rules and Regulations of the Traffic Commission.

-Regulation to add a section of Pleasant Street to Section 52, Schedule V111: "Tow-Away Zones" of the Rules and Regulations of the Traffic Commission.

-Regulation to add Stevens Street to Section 58, Schedule XIV: "Speed Limits" of the Rules and Regulations of the Traffic Commission.

-Regulation to add Union Street to Section 58, Schedule XIV: "Speed Limits" of the Rules and Regulations of the Traffic Commission.

**Additional Handouts**

-Parking Analysis and Recommendation for Church Street.

-Copy of letter from Tim Collins to MassDOT (with attachments), dated 10/26/20, regarding truck traffic on Lincoln Street/Stevens Street.

-Aerial photo and diagram of Paquin Street

-Copy of Ch. 586-22 – General No Parking Prohibitions and an example of specific date parking restrictions, i.e. 6/15 to 9-15.

-Diagram of River Street Area.

-Compliance & Risk Reports for Church Street @ 130, 95 and Greenwood.

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## Karen Lambert

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**From:** Timothy Collins  
**Sent:** Tuesday, November 17, 2020 11:42 AM  
**To:** Sullivan, Ann E. (DOT)  
**Cc:** David Giorgi; Sean Divoll  
**Subject:** FW: signage request: East Main Street - Route 20, Marlborough  
**Attachments:** Marlboro - E Main Street - Truck Exclusion Sign.pdf

Ann,

Thank you. The placement of this signage will help with the movement of heavy truck traffic through this corridor.

I am available to meet with your installation team. Please have them contact me so we can schedule a time to meet on East Main Street to determine the best location.

**Timothy F. Collins**  
**Marlborough D.P.W.**  
**Assistant City Engineer**  
tcollins@marlborough-ma.gov  
Office (508) 624-6910 Ext. 332003

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**From:** Sullivan, Ann E. (DOT)  
**Sent:** Tuesday, November 17, 2020 8:30 AM  
**To:** Timothy Collins  
**Subject:** Re: signage request: East Main Street - Route 20, Marlborough

Tim,

Please find attached the sign we would install. It would be on one post. If you are okay with this, we can have it fabricated in our sign shop and install it. I can ask one of my staff to contact you to determine an appropriate location for the sign.

Ann

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**From:** Timothy Collins  
**Sent:** Monday, November 16, 2020 1:42 PM  
**To:** Sullivan, Ann E. (DOT)  
**Subject:** RE: signage request: East Main Street - Route 20, Marlborough

**CAUTION:** This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Ann,



Thank you for your time and effort in responding to this request.  
There is a Traffic Commission meeting scheduled for next Wednesday morning, so your timing is perfect.

**Timothy F. Collins**  
**Marlborough D.P.W.**  
**Assistant City Engineer**  
tcollins@marlborough-ma.gov  
Office (508) 624-6910 Ext. 332003

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**From:** Sullivan, Ann E. (DOT)  
**Sent:** Monday, November 16, 2020 1:30 PM  
**To:** Timothy Collins  
**Subject:** FW: signage request: East Main Street - Route 20, Marlborough

Tim,

I just wanted to let you know we have been looking into this issue. I am hoping to have a response to you this week.

Ann

**Ann Sullivan** | District 3 Assistant Project Development Engineer | [massDOT Highway Division](#)  
| 499 Plantation Parkway, Worcester, MA 01605 | phone (857) 368 3202 | e-mail [ann.sullivan@dot.state.ma.us](mailto:ann.sullivan@dot.state.ma.us)

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**From:** Lorion, Barry J. (DOT)  
**Sent:** Monday, October 26, 2020 2:13 PM  
**To:** Sullivan, Ann E. (DOT)  
**Cc:** Frawley, Joseph R. (DOT) Boundy, Stephanie E. (DOT)  
**Subject:** Fw: signage request: East Main Street - Route 20, Marlborough

Ann,

I received this letter today. Please route it through the normal process.

Thank you.

**Barry J. Lorion** | District Highway Director

MassDOT | Highway Division | District 3

499 Plantation Parkway, Worcester, MA 01605

office: 857-368-3800

[www.massdot.state.ma.us/highway](http://www.massdot.state.ma.us/highway)

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**From:** Timothy Collins

**Sent:** Monday, October 26, 2020 1:49 PM

**To:** Lorion, Barry J. (DOT) <

**Cc:** David Giorgi

Sean Divoll

Kevin Breen

Steven Kerrigan

Thomas DiPersio

**Subject:** signage request: East Main Street - Route 20, Marlborough

CAUTION: This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Lorion,

Please see the attached letter, the original is being mailed this afternoon.

Thank you in advance for your time in reviewing this request.

**Timothy F. Collins**

**Marlborough D.P.W.**

**Assistant City Engineer**

tcollins@marlborough-ma.gov

Office (508) 624-6910 Ext. 332003

