



**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, April 26, 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, Executive Director of Counsel on Aging Trish Pope, City Counselor Don Landers, Sue Fahey of Northboro Property Management and a few residents from the area of Pleasant St. @ Ash Street. Minutes taken by: Karen Lambert, MPD Records Clerk.

**1- Minutes**

The minutes of the Traffic Commission meeting of Tuesday, February 23, 2016.  
(No meeting held on 3/29/16 – No Quorum Present)

MOTION was made, seconded, duly VOTED:  
TO APPROVE

**2 – New Business**

**2a) Communication from Councilor Irish, re: Pleasant St. traffic concerns.**

Sue Fahey, of Northboro Property Management, and a few residents from the area were in attendance for this issue. Ms. Fahey said that there have been several accidents here over the past year. She mentioned specifically, one on Thanksgiving where their stone wall was hit and demolished and a similar incident on Christmas. One involved a driver coming down the hill while the other was a driver coming up the hill. These two accidents have cost the association money. She said that she has also been informed of other accidents in the area. Residents of Karopolios Drive have said that there have been 4 to 5 accidents here in the last year.

Chief Leonard agreed that there are a relatively high number of accidents in the area. They are usually rear end accidents involving drivers turning into Ash Street. There is also a speed issue with cars coming down the hill. He also noted that the geometry of the

intersection is difficult and there are sight distance issues. He said that merging is not usually a problem. There was definitely a concern raised when the condos went in because the driveways are so close to the roadway. The Chief advised that he would try to get the speed trailer in the area. He also mentioned that there has been some success with the speed signs on Farm Road and he thinks that they are working, however, they are very expensive.

Tim Collins said that the section of Pleasant Street from Berlin Rd. to Fitchburg Street is a State controlled highway. There is no posted speed sign, however, it would default to a thickly settled area with a speed limit of 30 mph. In order to set a specific speed limit Mass Highway would have to conduct a speed study. The State would then set a speed limit at whatever 80% of the cars were traveling. The risk of the study is that the speed limit could actually go up.

Chief Leonard advised that he would have his Officers target the area as much as they can, however, he has limited resources. He will also have the speed board put up here. If nothing else, it at least makes drivers aware of their speed. The City would not install a "No Texting and Driving" sign as it is difficult to enforce and is an issue in all areas of the City. Trish Pope said that the State is working on legislation to make the whole state "text free". Chief Leonard also asked residents to monitor the times of day that seem to be the worst problem and to let him know. His Officers can then target those timeframes.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT for enforcement through directed patrols and placement of the speed board.

*Chief Leonard made a motion to suspend the rules and take the agenda items out of order. All in Favor*

**2c) Request for a crosswalk on Maple St. near Dunkin Donuts.**

Local resident, David LeBlanc, stopped into the City Council office to make this request. It was then forwarded to the Traffic Commission. Chief Leonard advised that this issue actually came up before with Family House of Pizza and lunch time traffic. Tim Collins advised that a road safety study was completed and discussed with former City Engineer Evan Pilachowski.

This roadway is scheduled for reconstruction in 2017. There is a proposed crosswalk at this specific location. The new crosswalk will be handicap accessible. The roadway width will be increased and the sidewalks will be improved. Mr. Collins passed out a diagram of the proposal and advised that it is all in the works now.

MOTION was made, seconded, duly VOTED to TABLE until the project is underway in 2017.

*Local resident in attendance questioned the timing on the lights at certain crosswalks (not an agenda item).*

He said that at certain crosswalks in the City there needs to be more time allotted for crossing. He explained that he often gets ½ way across and the buzzer sounds and he is caught on the island in the middle. He specifically mentioned the crosswalk at Main Street and Granger Blvd. Tim Collins advised that the DPW can check on the timing. If it is not where it should be it can be changed. He knows that they have recently checked the lights at the crosswalk at Newton Street because of the new Senior Center.

MOTION was made, seconded, duly VOTED to REFER to the DPW.

**2g) Parking concerns at Senior Center.**

Commissioner Ghiloni requested that this item be added to the Agenda. Trish Pope was in attendance for this issue. Tim Collins passed out a large diagram of the area, in which you can see all of the available parking spaces. There are certain areas that are for residents only and other areas that are for the Senior Center. Ms. Pope is requesting that certain areas have a restriction on parking. She would like to see it posted “Senior Center Parking Only – 7:00am to 5:00pm, Monday through Friday.” She also requested that the neighbors be notified before any restrictions were put into place as they would like to maintain a good relationship with their neighbors. This can be done with a Blackboard Connect message to the specific area. Trish Pope also said that she would be happy to make flyers. She wants to be sure that all the neighbors understand any changes.

Chief Leonard explained that the issue would be carried over to the next meeting as he would need to prepare the regulation and have it voted on. Trish Pope advised that this would also give her time to put a notice in the next newsletter. It was also noted that many people think that New Street is one way. If it were lined it would be clear that it is a two way street. Tim Collins said that it depends on the width of the roadway. He will need to check on this.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to check on the width of New Street and prepare specifics for the restriction. Flyers and the Blackboard message will be sent out after the specific restriction is finalized.

**2b) Communication from Nelson Rivas, re: Short St. traffic concerns.**

Councilor Landers was in attendance for this issue. In his correspondence, Mr. Rivas described issues with the number of cars parked at his neighbor’s property (#13). He said that he is supposed to have spaces available for him to park in front of his house. He also asked about making this section of Short St. one way, creating a parking restriction and other safety issues. Chief Leonard advised that he has not yet spoken to Mr. Rivas and is not exactly sure what Mr. Rivas is referring to in his correspondence. The Chief said that there is so assigned parking outside of a person’s residence on a public road.

Tim Collins advised that Mr. Rivas lives at #9 in a single family house, basically in the middle section of Short Street, when coming up Lincoln from Bolton to Short Street on the left. Commissioner Ghiloni went by the area last night and found vehicles parked on the sidewalk causing an obstruction. Chief Leonard advised that he can have an officer sent there to check if anyone is blocking the sidewalk.

It was noted there are about 6 houses, at most, on this street. Chief Leonard noted that the issue could be related to an illegal apt. He has not received any other complaints from the area. The resident may just be upset that someone is parking in front of his house.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT and see if that has any effect on getting cars to park in their driveways. It was decided that this issue would be addressed first and see what happens from there.

**2d) Crossing Guard safety report from Mass. Dept. of Labor Standards.**

The Department of Labor Standards (DLS) conducted “an inspection of the crosswalks where Crossing Guards are stationed for the City of Marlborough Public and Private Schools to evaluate Crossing Guard safety”. They also reviewed the training provided to the Crossing Guards. They specifically reviewed crosswalks and signage at each of the manned and unmanned crosswalks for Marlborough High School, Whitcomb Middle School, Richer Elementary School and IC School. DLS then made specific recommendations relative to “Conditions Requiring Corrective Actions” and outlined them in a report to Captain Valianti, dated April 7, 2016, and included a “Corrective Due Date”. See complete report for specifics, copy attached.

MOTION was made, seconded, duly VOTED to REFER to the DPW to address the specific concerns by the due date indicated, May 30, 2016. The DPW sign crew can take care of all the signage.

MOTION was made, seconded, duly VOTED to REFER to Capt. Valianti and the POLICE DEPARTMENT to handle any equipment issues, i.e. Stop Paddles.

**2e) Communication from Andrew Tivnan, re: Wilson St. @ Hemenway St.**

Mr. Tivnan explained that he has lived at this location for the past 33 years and his property (lawn, stone walk and mailbox) has been damaged numerous times by motor vehicles. He also found that the fire hydrant there has been struck 5 times over the past 19 years and said about 10 years ago he was nearly hit while shoveling snow from around his mailbox. He is proposing that an additional stop sign be added on Hemenway Street across from the corner of Wilson Street. He feels that by forcing cars to stop here, they will then be slower on the turn which should eliminate future property damage.

Chief Leonard advised that this is the same area the Traffic Commission was discussing recently. Fire Chief Breen said that Mr. Tivnan also came to the Fire Station regarding the damage to the hydrants. Tim Collins advised that he had tried to find a history on the damage to fire hydrants in the past but the Police Department didn't have anything and Dave LaVelle from the DPW could not locate specifics.

Tim Collins outlined some of the previous suggestions again. He had proposed a rumble strip at the intersection to slow traffic, however, none of the Traffic Commission members liked the idea. A second option, was to adjust the roadway and make it more of a T-intersection which would cause traffic to slow to make the turn. This would require removing pavement, adding pavement and greenery to square it off. Tim Collins passed

out a diagram showing the proposal. Chief Leonard was concerned that this would actually widen the turn and possibly make it worse.

It was further discussed that this area would not meet the Warrants for a four way stop. Mr. Collins said that maybe it would if the accident history with the fire hydrants were taken into account. He suggested moving one of the stop signs rather than adding another one as a T-stop at the intersection is Warranted. If the stop sign on Hemenway was moved from the southeast corner to the northwest corner it could actually be a possible "real solution". The traffic traveling westbound on Hemenway doesn't have to stop. The traffic traveling eastbound would then stop before making the turn onto Wilson Street.

MOTION was made, seconded, duly VOTED to REFER to the DPW and ENGINEERING to move the existing sign.

**2f) Traffic Issues on Forest St. at AMSA at beginning and end of school day.**

Commissioner Ghiloni asked about this issue again. He was in the area recently in the afternoon and found the traffic backed up to Williams Street. Tim Collins passed out an aerial photo of the school and surrounding area. He went out yesterday at dismissal time to take a look. He said that buses stage in the lower lot and there is a crossing guard who puts up cones for "No left Turn". He said that "at 3:30 the flood gates open". There are approximately 1,000 students there and most of them get picked up. First buses load and go and then students load and go and lastly, parent pick-up. Parents are allowed on the property at 3:20. The first 2 weeks of school, AMSA had detail officers there to control traffic. Cars come onto the property and go around the building for pick-up. The back-up is caused by the volume of cars. The school initially had us make a School Zone in the area and install crosswalks, however, no one uses them as there are no walkers at the school.

Chief Leonard said that he has recommended a staggered dismissal time. Initially Fore Kicks said that the school could use their property as a waiting area, however, this lasted one day as every spot in their lot was full at pick up time. The problem is really only a ten minute issue with cars waiting to get onto the property. The Chief said that the bottom line is that we need to make Forest Street a restricted zone and sign it as "No Parking, No Stopping, and No Standing" and try to enforce it as such. This has been an issue for a very long time, however, it is actually better than it was before. He said that the crossing guard actually does a great job and that it is crazy when he is not there. Parents have been told not to queue up on Forest Street but they do it anyways. The biggest issue is on the bridge where the road is the narrowest. This was never a good location for a school and the building was initially shared with businesses. However, AMSA is locked into a long term lease.

Chief Leonard would like to see it marked as No Parking, No Stopping, and No Standing on Forest Street all the way down to Williams Street. He can also bring up the issue again to the new director.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to prepare the regulation for a vote at the next meeting. He will also speak with AMSA's new director.

**3-Old Business****3b) Traffic pattern, parking deck behind City Hall.**

Tim Collins went over with the sign crew and everything is all set. He has reviewed all the signage and everything matches on all decks.

MOTION was made, seconded, duly VOTED to REFER to REMOVE this item from the Agenda.

**3c) Mill St. parking restriction.**

This is basically an enforcement issue. It was discussed that this area has “morphed” into Brodeur’s parking lot. The Police Department is trying to enforce what is there. Chief Leonard knows that a few cars that have been there for a long time have now been moved.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT for continued enforcement.

**3d) Traffic concerns at Wilson & Hemenway Sts.**

This issue was addressed above under New Business 2e.

MOTION was made, seconded, duly VOTED to REFER to the DPW and ENGINEERING to move the existing sign.

**3e) Farm Rd. @ Broadmeadow Rd. right turning traffic concerns.**

It was discussed that the turn here is so wide that drivers assume it is a “rolling right on red” but it is not. There can be a conflict with others taking a left onto Broadmeadow from Farm Road where there is an exclusive left turn. There needs to be some sort of advisory sign to the effect of “Stop before taking Right on Red”.

MOTION was made, seconded, duly VOTED to REFER to the DPW for appropriate signage.

**3f) Communication from Councilor Tunnera, re: parking restriction near 123 Chestnut St.**

Tim Collins advised that the missing sign has been replaced and there is no longer an issue.

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

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

Lisa Thomas asked if we can use the next meeting to work on this issue. Tim Collins advised that he is extremely busy right now with no City Engineer at the moment. He will do what he can.

Ms., Thomas also advised that the Traffic Commission website is up-to-date with the Rules and Regulations and that all Agendas and Minutes are available.

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 11:16 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, April 26, 2016. (Including City of Marlborough Meeting Posting).
- Email from Councilor Irish to Chief Leonard, dated 3/13/16, re: Pleasant Street.
- Email from Nelson Rivas to Mark Leonard, dated 3/25/16, re: Short St. + Rice and Lincoln.
- Email from City Council to Chief Leonard, dated 4/12/16, re: request from David LeBlanc for a crosswalk at Dunkin Donuts on Maple Street.
- Copy of Crossing Guard Safety Report from Mass. Dept. of Labor Standards, dated April 7, 2016.
- Copy of a letter from Andrew Tivnan to the Mayor's Office, dated 4/19/16, re: request for a stop sign on Hemenway St. across from corner of Wilson Street.

**Additional Handouts:**

- Diagram of Maple Street with proposed five new crosswalk locations indicated.
- Diagram of intersection of Wilson Street and Hemenway Street with proposed changes noted.
- GIS photo of Forest Street and the AMSA driveway.
- Engineering plan for "Ward Park" area and Senior Center on New Street.