



**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 Wednesday, October 31, 2018 at 10:00 am in the City Council Committee Room, 1st Floor, City Hall. Members present: Chairman - Police Chief David Giorgi, Fire Chief Kevin Breen and DPW Commissioner John Ghiloni. Also present: Assistant City Engineer Tim Collins, Sgt. Dan Campbell and Officer Andy Larose – MPD Traffic Services Unit, City Solicitor Don Rider, City Councilor Kathleen Robey, Richard Lodi – President, Regency at Assabet Ridge. Other parties present: Charles Frank, Ryan Donnelly, Beth Connelly, Sean Hayes, Alex Beal and Robyn Gallagher. Minutes taken by Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Wednesday, August 29, 2018.

(Note: No meeting held in September)

MOTION was made, seconded, duly VOTED:

TO APPROVE - Accept and Place on File.

2 - New Business

2a) 29 Franklin Street – Parking Concerns.

review the site. HLarose

MOTION was made, seconded, duly VOTED(Traffic Unit)

2b) Our Future Learning Center – Traffic Concerns (Multiple emails received)

a) Intersection of Northborough Rd. W and Ret. 20

b) Lane change configurations near intersection of Ret. 20 & Boundary Rd.

c) Issues at entrance/exit

om parents whose children attend daycare at Our Future Learning Center (OFLC) regarding serious traffic concerns when entering and exiting the facility. Several described actual accidents they were either involved in or had witnessed. Their major concerns are with new changes that have been made to the roadway creating a bike lane and right turn only lane at the intersection of Rte. 20 and Boundary Street. Several parents were also in attendance for this issue and reiterated their concerns. Issues occur whether trying to turn right or left when both entering and exiting the facility mainly due to the fact that cars speed down the breakdown lane(westbound), while coming over the crest of the hill, in order to take the right at the lights onto Boundary Street. Often a driver in one lane stops and waves the turning vehicle into or out of the facility while another car speeds over the hill(westbound) in the breakdown lane at the same time and is focused on the light ahead and does not see the turning vehicle. Parents talked about how it is truly only a matter of time before something really serious happens here.

Tim Collins brought several photos to the meeting and a construction diagram. The photos show where the road begins to merge left into one lane, however, there is a sign missing that should state "Lane Ends Merge Left". There is another that shows a sign stating "Begin Right Turn Lane, with a directional arrow showing where to begin, and "Yield to Bikes". This sign is placed just prior to Northboro Road West, when traveling westbound, which is the entrance to the daycare facility. It appears that this sign should be placed after the driveway opening rather than right before. Sgt. Campbell also passed out copies of 3 accident reports, all for accidents at this exact location, on 7/24/18, 9/5/18 and 10/22/18. It was further discussed that this area is controlled by MA DOT, not the City of Marlborough. It was the State that made the changes to this roadway. Mr. Collins advised that the Traffic Commission can only notify the State of the issues going on and make suggestions. Right now, the breakdown lane looks like an actual lane. It would be helpful to hashtag the lines and put the signs in better locations. All agreed that the signage needs to be clearer. At this point, we can remove one sign and replace the missing sign and make further suggestions to the State as vehicles are going into the right turn only lane too early. Tim Collins said that part of the State's criteria now when reconstructing any road is to include a bike lane.

One parent asked if it was possible to have an officer there to help with traffic. This is something the school has also mentioned. Sgt. Campbell advised that he doesn't have the resources to do this every day. He has been putting it on the agenda for his unit, however, he can't commit to having an officer there every day for an hour. Another parent mentioned the police presence at TJX every day. Would it be possible to do this Monday to Friday from 4:30 to 5:30 and have families share the cost? Chief Giorgi advised that TJX hires a specific police detail every day to direct traffic in front of the building and explained that there is a 4-hour minimum requirement for a detail. The 4-hour minimum calculates to \$250 per day. Someone also mentioned how AMSA has a layperson crossing guard out in front of the school to help with traffic. Chief Giorgi said that he would be very hesitant to put a civilian out there on such a busy road to direct traffic.

Tim Collins advised that in addition to the Traffic Commission making recommendations to the State, parents could also voice their concerns directly as they have done here with the Traffic Commission. He gave the contact name of Joe Frawley and directed parents to the MADOT District 3 website. He also mentioned the name Barry Lion as a contact. Parents can log into the website and follow the instructions to make requests.

Parents also asked about improved signage that would indicate the fact that a school and children were in area, possibly even a blinking light.

Officer Larose also suggested restricting the left turn coming out of the facility. Sgt. Campbell also said he thinks this would be a good idea. Officer Larose also asked Commissioner Ghiloni if it would be possible to put cones out in the meantime to more clearly indicate the merge. The Commissioner said that all the City can do is ask and make suggestions. They are not allowed to restrict the highway as it all needs MA DOT approval.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT to help with traffic in the afternoon.

And

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to reach out to the State with recommendations.

Chief Giorgi made a motion to suspend the rules to discuss the Agenda items out of order for the benefit of attendees at the meeting. All in Favor.

2g) Crowley Drive – Speed & parking Issues.

Chief Giorgi received an email on this issue from Richard Lodi, Trustee at the Regency at Assabet Ridge on Crowley Drive. He was concerned about their liability and stated in his email, “there are no speed signs or restrictions on parking and as a result there are times when the road is difficult to pass as a result of excessive cars parked everywhere”. He was in attendance at the meeting and talked about how people park from Bradley Circle to Crowley during games etc. when the school fields are in use. It is really specific events related to the school or football camps etc. that create the issues. He doesn’t want to “hamper” parking for the Rail Trail, as it doesn’t generate enough of an issue on its own. He wanted to know if they could have No Parking signs posted on the side of Crowley where the houses are located.

Speed is his second major concern. He wanted to know if the association could put up speed limit signs and asked what the speed limit was for the road. He knows that people don’t always read them but for liability reasons it needs to be posted. As Trustee, it is their responsibility to ensure the safety of their people. There is also a big issue with snow being piled at the end of Crowley and causes visibility problems. The City owns the road but it is a private way that they maintain. He asked if the police department patrols this area.

Tim Collins passed out a map and aerial photo/diagram of the area and wording from the agreement the City has with the Owners of Lot 1 and 1B with regard to Crowley Drive. He highlighted specific areas that explain that Crowley Drive is owned by the City but is “laid out as a private way to be utilized for access, for utility purposes, and for ingress and egress....” and “The owners...bear the full responsibility of maintenance, repairs, reconstruction, snow plowing and sanding of said Crowley Drive.

Chief Giorgi advised the Police Department does patrol the area and that the Traffic Commission has discussed this area in the past and it was determined that there could potentially be traffic lights if and when there is enough traffic volume to meet the warrants for a signalized intersection. The area at present is not fully developed. Tim Collins advised that there are 2 lanes going out of the area and 1 lane going in. It goes down to two twelve foot lanes further inside. There was a question as to who would be responsible for paying for any new signage. Commissioner Ghiloni said that signs are not expensive and it would make sense that if the City owns the road then they would also pay for the signs. Don Rider agreed with this as well.

Tim Collins went on to explain the process behind speed limit signs. You can't just pick a speed limit for the area. The speed is based on what the 85th percentile of vehicles are traveling. There are 4 tests that need to be done to determine the speed of the roadway. A speed study is part of this and then it all needs to be submitted to the State. The actual posted speed limit could end up being higher than what was initially intended. If, for example, the 85th percentile is traveling at 40mph the State would not entertain a speed limit of 25 mph. Mr. Lodi said that even if this were the case it would at least give them a base to use. Chief Giorgi said that you could almost manipulate the data as the City could choose the time of day to find the 85th percentile. In order to be enforceable, the signs need to be black and white speed limit signs. The City can only put up yellow and black advisory signs, which are not enforceable. Mr. Collins also said that the City would not normally put speed limit signs on private ways.

Don Rider asked if the City could put up the advisory signs. Fire Chief Breen said that it also sends the message that we are monitoring the area. Mr. Lodi said that they are just trying to establish clarity. The condo association is insured and their policy lists all the streets plus Crowley and he said that they share 32.64% of all liability. If for example, it costs \$10,000 to mow the entire property, they pay 32.64% of that amount. That percentage has changed over time as abutters change.

There was also an issue about trees brought up, however, Mr. Lodi advised that his landscaper can take care of this issue.

MOTION was made, seconded, duly VOTED to REFER to Engineering to look into posting No Parking signs on the specific section of Crowley Drive and to reach out to MA DOT regarding the speed issue.

2i) Order No. 18-1007436 – Review about Veterans Space.

This order was referred to the Traffic Commission by the City Council. The order, if accepted and approved, designates a specific reserved parking space at city for the parking of a veteran in a motor vehicle and is owned and operated by the veteran and that displays a veteran registration plate. The Traffic Commission also needs to approve the order and determine where this specific parking issue should fall within the Rules and Regulations Manual. It would need then also need to be advertised by the City Clerk's office. Councilor Robey was in attendance for this issue.

It was discussed that there are currently designated parking spaces at city hall for handicap parking and the question was raised if these be also be used as joint spaces for

veteran parking. Tim Collins advised that no, these handicap spaces need to remain as handicap parking only. Some councilors had preferred that the reserved veteran space be located in the garage. Chief Giorgi said that the Veterans spaces are not meant to be disabled parking spaces. If the veteran is disabled he/she probably already has a handicap plate. The legal definition states that a veteran's plate is required, however, it was also noted that the Veteran's plate is considered a "vanity plate" and costs money. Councilor Robey said that the Town of Ashland has 2 parking space for veterans that are parked with a sign that says, "Veteran Parking – Thank you for your service."

Chief Giorgi asked if it was up to the Traffic Commission to designate the specific parking space. Tim Collins advised that according to building code, handicap spaces need to be in the closest accessible spot where parking is available. Councilor Robey said that the City Council would accept the section of code and then the Traffic Commission would designate the spot and advertise the regulation. The Traffic Commission needs to wait on the City Council, however, can make a favorable recommendation now.

MOTION was made, seconded, duly VOTED to TABLE with a favorable recommendation until it is accepted by City Council.

2c) Huntington Ave. – Request for Do Not Park signs

This request was made by a resident of Huntington Ave. He said in his email that most of the streets in his neighborhood have Do Not Park signs but Huntington Ave. does not. The street "gets pretty loaded with cars making it hard to turn onto our street heading up the hill from Tremont".

Tim Collins passed out a diagram of the area with the section in question highlighted and marked with the width of the roads in the vicinity. He noted that the lower part of Huntington Ave. is only 18 feet wide which does make it difficult to turn. The end near Tremont Street is 22 ft. wide in one direction and 24 ft. wide in the other. There are no sidewalks. Mr. Collins said that with 24 feet of pavement there is plenty of room for cars to turn. The cars do not take up the whole 24 feet of roadway.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT. Chief Giorgi will contact the resident and explain that the discussion and advise that no action being taken.

2d) Dicenzo Blvd. – Speeding Concerns.

This issue was submitted by a resident who lives off Dicenzo Blvd. in Violet Woods. She stated in her email, "I am so tired of people speeding up and down Dicenzo in order to avoid the Light on Rte. 20." She noted that the street has many children, grandchildren and dog walkers who must avoid the "drag racers" driving at excessive speeds. There are no speed limit signs on the street and she would like to see a type of electronic sign, similar to that on Farm Rd., which shows your speed when you drive past.

Tim Collins passed out a diagram of Dicenzo Blvd. and information from MADOT regarding speed limits. He advised that Dicenzo Blvd. does not have a posted speed limit. In order to be considered "thickly settled" with a lower speed limit, the dwellings

need to be less than 200 feet apart for a distance of ¼ mile. Diconzo Blvd. does not meet these criteria. According to the law, a vehicle would need to travel at a speed over 40 mph for a ¼ mile in order to be issued a ticket. He did not understand the complaint about the lights on Rte. 20. He marked the diagram indicating where the signalized intersection was located and that there is a right turn on red allowed.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT for speed enforcement in the area. Chief Giorgi will contact the resident and explain the discussion.

2e) Ch. 586-73 Revision – “Sticker Application; fee; display” to “On Street Parking Permit”.

Chief Giorgi and Tim Collins have been discussing this application process. This section of the regulation would be changed to an application process for “On street parking”. He included a copy of the application in the agenda packet. The permit would be good for one year and then the resident would have to reapply so that it can be properly monitored by the City. All permits would renew in January so that they could be dealt with all at once. Some existing applications did not go through the new annual application process. If this section is adopted, prior parties would need to be contacted and have them reapply and be reevaluated.

Chief Giorgi prepared the proposed regulation for a vote based on the language prepared by Mr. Collins.

MOTION was made, seconded, duly VOTED to APPROVE the new Section 586-73, “On Street Parking Permit” ALL IN FAVOR. Chief Giorgi will forward the revised regulation to Lisa Thomas for Advertisement.

2f) Felton Street – One-way portion – Traffic Safety Concern

This issue was brought up by Officer Connors when after he was doing late night directed patrol on this section of Felton Street. He noted that when leaving the gas station there are no signs directing motorists that there is no right turn out of the gas station. Tim Collins advised that there actually is a small sign, internal to the site, which was part of the special permit that directs traffic to Rte. 495. It was agreed that there should be a sign across from the gas station indicating one way out of the station. There are plenty of signs indicating this coming up Felton Street but not leaving the gas station.

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

2h) Request for Handicap Parking Sign.

The Traffic Commission received an application for Handicap Parking Sign Permit for On Street Parking on Estabrook Ave. @ Prospect Street. The requestor indicated that both she and her daughter are handicapped and there is no parking available to her on the actual property. She included a copy of her handicap placard. Mr. Collins noted that the house is not handicap accessible. The issue is that this could possibly be used as a way to get preferential parking in front of a residence. Chief Giorgi said he was “hard pressed”

to deny the application when there is no other parking available on site. There is clearly no other option. We would have to abide by the same process for all Handicap Parking Permit Requests. It was noted, however, that this permit does not exempt them from the winter parking ban. All vehicles need to be removed from the roadway for plowing.

MOTION was made, seconded, duly VOTED to APPROVE the Parking Permit. It would be effective until 1/1/2020 and then renewed annually as needed.

2j) Panther Trail Crosswalk Locations.

Chief Giorgi and Tim Collins have been working with Pricilla Ryder on this issue. There is a 26-mile walking through the City that is being created. The Boy Scouts are doing all the trail work. The loop includes numerous crosswalk locations that Mr. Collins has reviewed and measured. He provided the proposed language to Chief Giorgi for the specific crosswalk locations that need to be added to the specific section of the Rules and Regulations Manual.

Chief Giorgi prepared the Regulation for a vote based on the wording provided by Mr. Collins.

MOTION was made, seconded, duly VOTED to APPROVE the Regulation to add the Panther Trail Crosswalks to the Crosswalk Locations Schedule. ALL IN FAVOR.

3-Old Business

3a) Request for stop signs on Weed St. at Florence St.

Update: Commissioner Ghiloni advised that the transfer of ownership of this area is finally official and this parcel is now owned and controlled by the City. Tim Collins provided an aerial photo of the area with the Stop Signs at the intersection of Weed Street and Florence Street indicated. He also provided the proposed language to add these Stop Signs to the Regulations. Chief Giorgi will prepare the regulation based on this language.

Commissioner Ghiloni advised that this item is “almost there” but still in process.

MOTION was made, seconded, duly VOTED to APPROVE the regulation for the stop signs as described by Mr. Collins. Chief Giorgi will forward the regulation to Lisa Thomas for advertisement.

Chief Giorgi made a motion to suspend the rules to discuss and item not on the Agenda. All in Favor.

Hudson Street and Union Street Crosswalk Needing Attention

Chief Giorgi received an email on this issue from a resident of Hudson Street. She has children at the Middle School and High School that walk to school and she finds this particular crosswalk location to be “extremely challenging at any time of day”. There is no sidewalk on her side of the street. The speed limit is 30 mph on Hudson Street but she said that people drive much faster than that on a regular basis. Cars regularly fly past and

do not stop for children waiting to cross. She is asking if it would be possible to get a flashing crosswalk sign, where when you push the button it flashes in both directions and alerts drivers then someone is attempting to cross.

Chief Giorgi went out to take a look at the area. He noted that when travelling on Hudson Street(southbound) toward Kelleher Field and approaching Union St., there is plenty of signage indicating that there is a crosswalk ahead. However, when traveling in the opposite direction(northbound) on Hudson St. approaching Union St., there is nothing to designate the actual crosswalk location. You really can't see it coming.

Tim Collins said that if there is an advance warning sign for a crosswalk there should also be a sign to designate the actual crosswalk location. There must have been a sign there previously and maybe it was knocked down.

It was also discussed that the type of flashing sign requested here is cost prohibitive to the City.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to replace the missing signage. Chief Giorgi will contact the resident and explain the discussion and findings.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 11:29 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 31, 2018, including meeting agenda.
- Draft of Traffic Commission Minutes from Wednesday, August 29, 2018.
- Email from Nick Milano to Chief Giorgi, dated 8/28/18, re: voice mail from Ms. Morales – 29 Franklin Street – Parking Concerns.
- Email from Dana Fortini to Sgt. Campbell, dated 9/17/18, re: Dangerous Intersection Concern – Our Future Learning Center
- Email from Lindsey Baumer to Sgt. Campbell, dated 9/5/18, re: Traffic Enforcement Request – Northborough Road West.
- Email from David and Elise McConeghy to Sgt. Campbell, dated 9/14/18, re: Our Future Learn Intersection with Rte. 20.
- Email from Revital Gabay to Sgt. Campbell, dated 9/26/18, re: Our Future Leaning Center Turn.
- Email from Alexander Beal to Sgt. Campbell, dated 9/17/18, re: Road in Front of Our Future Learning Center.
- Email from Al Sendzik to Chief Giorgi, dated 9/14/18, re: Do Not Park Signs.

- Email from Paula Silver to Chief Giorgi, dated 9/21/189, re: Speeding problems.
- Proposed wording for C. 586-73 On Street Parking Permit.
 - Proposed Regulation wording for same.
- Email from Officer Connors to Sgt. Campbell, dated 10/11/18, re: Felton Street.
- Email from Richard Lodi to Chief Giorgi, dated 10/15/18, re: Crowley Drive – Speed & Parking.
- Copy of Handicap Sign Permit Request for Estabrook Ave. @ Prospect (with Copy of Handicap Placard for Requestor)
- Email from Steve Kerrigan to Chief Giorgi, dated 10/23/18, re: Order No. 18-1007436, Review about Veterans Space (along with copy of the Order.)
- Copy of proposed regulation to add multiple crosswalk locations for the Panther Trail to the crosswalk schedule.

Additional Handouts:

- Aerial photo/diagram of Crowley Drive along with “further amended Crowley Drive access and Maintenance Agreement with relevant portions highlighted.
 - Aerial photo/diagram of Weed St. Ext. @ Florence St. with Stop Signs indicated along with wording for the revised regulation for Schedule IV, Stop Intersections.
 - Diagram of Franglin Street Areat with No Parking area indicated.
 - Diagram of Huntington Avenue neighborhood.
- Photographs of Boston Post Road West, westbound heading toward Boundary Street with lane markers and notation for missing sign, Lane Ends, Merge Left., including large diagram of entire area.
- Diagram of DiCenzo Blvd. area with markings along with information from MA DOT on “Speed limits in thickly settled or business districts.
 - Copy of application for Handicap Parkin Sign Permit for On Street Parking.
 - Copy of application for Warning Sign Permit.
 - Copies of three accident reports occurred at the intersection of Boston Post Road West and Northboro Road West.
 - Copy of letter and photos from Robyn Gallagher explaining the accident she was involved in and issues with cars driving in the breakdown lane.
 - Multiple photos of the area near Rte. 20 (BPRW) and Northboro Rd. near Our Future Learning Center.
 - Learning
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- Email from Krista Holmi to Tim Collins, dated 8/28/18, re: Handicapped Sign Request, on behalf of local resident of Prospect Street.
 - Copy of Warning Sign Permit Application and email from Tim Collins to Krista Holmi regarding same.