



**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, January 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: City Engineer Evan Pilachowski and Assistant City Engineer Tim Collins, City Councilor Joe Delano, City Councilor Dave Doucette, City Councilor Ed Clancy (2nd half meeting), City Councilor Don Landers (1st half of meeting), local residents Mr. & Mrs. Verrico, Mr. Alan Fleishman and Mr. James Joubert. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Wednesday, December 16, 2016.

MOTION was made, seconded, duly VOTED:
TO APPROVE

2 – New Business

2a) Sandani Rd. do not enter signage.

Officer Larose was on a directed patrol here and noted problems with the Do Not Enter sign. He sent an e-mail to Chief Leonard stating the signs are difficult to see, especially coming westbound. He believes it would be helpful to install a No Right Turn sign (westbound) and a No Left Turn sign (eastbound) on the south side of Forest Street.

MOTION was made, seconded, duly VOTED to REFER to the DPW to take a look at this. All in Favor.

2b) Request for “Disabled Child” sign at 133 Goodale Rd.

Councilor Delano was in attendance for this issue. Chief Leonard received an email from the child's parents requesting a sign of this nature prompted by a new development going in nearby. They had a similar sign when they lived in their previous neighborhood.

Chief Leonard advised that the Traffic Commission does not need to regulate this type of sign as it is advisory only and does not have any fines or penalties attached. He knows that we have done something like this in the past. It was discussed that there is a history of these types of signs not being taken down when they are no longer needed. Commissioner Ghiloni would like to get a formal "permit process" in place which would include an annual review so the City would know when these signs were to be removed. Councilor Delano noted that the annual review would be a good project for a summer intern. Tim Collins advised that there is new software that comes with the signs that indicates when they were installed. The formal permit process would also include an application so that the City would have current contact information for the requestor. There would also be a formal schedule for this type of sign. Commissioner Ghiloni advised that they would make a request form and forward it to the residents at this address.

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

2c) Traffic concerns at Wilson & Hemenway Sts.

Chief Leonard's office received a call from Mr. Verrico, a resident of Wilson Street, to place this item on the agenda. Mr. and Mrs. Verrico were in attendance. Chief Leonard explained that the Traffic Commission has looked into concerns here in the past and reviewed signage and accident history in the area. Tim Collins advised that a new sign was installed. A yellow triangle advisory sign noting the geometrics of the road, i.e. a Y connection.

Mr. Verrico said that he appreciates what the Traffic Commission has tried to do, however, it is not helping. The new sign is already masked by bushes, even without leaves on them and that it will be "invisible" with foliage. He said that 70% of vehicles traveling north on Wilson Street do not stop at the stop sign and that he can no longer even access his mailbox from the street and said they have problems with accessing their driveway too due to vehicles coming so quickly around the turn. Cars "toot" at them when they are trying to back out. He said that most people don't even realize it is a turn onto another road. He also noted that the sidewalk on Wilson Street ends at their driveway and that people have to cross the street here to get to the sidewalk on the opposite side. They never allow guests to park in front of their home for fear of being hit. Mr. Verrico said, "the stop sign is meaningless" and that drivers show a "total disrespect" for it and that it is a real safety issue and that something needs to be done. He mentioned the new flashing speed signs on Farm Road.

Councilor Delano said that he also got a call from Mr. Verrico and that he has taken a closer look and agrees that "no one stops" at the stop sign. Chief Leonard explained the history on stop signs and how they have to meet very specific warrants established by the MUTCD. This is why we are in the process of taking stop signs down on Bigelow. These signs do not meet the required warrants.

Chief Leonard advised that the only real answer here is “continued sustained enforcement”. Unfortunately, the Police Department “doesn’t have the luxury” to do this as much as he would like. The purpose of the new sign that was installed is to alert drivers to the unusual shape of the turn. He advised that the foliage that is blocking the sign can be cut back. The number of accidents here that were actually reported to the police department is low.

The Verrico’s said that the last time they saw an officer here he was parked at #274 Hemenway and that cars could see him when they approached the turn and slowed down. They said that if the officer parked elsewhere he would definitely see cars going through the stop sign. They said that officers are “more than welcome to put their cruisers in their driveway”. Mr. Verrico said that no matter what the weather he opens his car window here so that he can hear approaching vehicles.

Upon discussion it appears that the biggest concern is the turn onto Hemenway Street from Wilson Street. It is not a typical intersection and looks more like a curve. Chief Leonard is thinking that maybe a raised island at the turn would make people slow down. Most people who don’t stop realize there is very little traffic coming from the left and do a rolling stop or “fly through the merge”.

MOTION was made, seconded, duly VOTED to REFER to the ENGINEERING to look into this again.

MOTION was made, seconded, duly VOTED to REFER to the DPW to take care of the foliage issue.

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

2d) Communication from Alan Fleishman, re: Broadmeadow Rd. /Farm Rd.

Mr. Fleishman was in attendance for this issue. He does not feel that a traffic light, with a set red/green pattern, is needed at this intersection 24/7. He said that, “if it is needed, it is only needed for the westbound Broadmeadow traffic a few hours per day”. He was asking if the light could be monitored and reprogramed to a “failsafe (blinking red/yellow) for the non-rush hour traffic” or “to install a traffic monitor to detect if cars are backed up to activate a green light”.

Tim Collins advised that they are actually currently working on the timing of the lights. He advised that the first couple of weeks the lights were left flashing and then recently activated. The timing of the lights will also be connected to the new speed feedback signs and the school zone sign. Once these signs were up and running properly (which just happened yesterday) the timing would then be adjusted. He explained that for the majority of the time the lights on Farm Road will stay green. They will be triggered by oncoming vehicles. It should all be fully activated in the next couple of weeks.

Tim Collins said that he lives in the area and realizes that it has been frustrating but will be all set soon.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE.

2e) Communication from councilor Tunnera, re: Buses on Ferrechia Dr. and Bigelow St.

Wes Tuttle from NESC was in attendance for this issue. Chief Leonard advised that there was a very large hockey tournament at the rink on the specific weekend mentioned by Councilor Tunnera in his email. Wes Tuttle had sent an e-mail out to all the teams prior to the tournament asking that they please use the main roads for bus travel rather than cutting through residential neighborhoods. The Traffic Commission has discussed this issue on numerous occasions. It was noted in the past that there is a gate in the back parking lot of Embassy Suites that opens onto Northboro Road. If the gate were to remain closed traffic would be forced to exit by way of Route 20 rather than through the neighborhoods, however, the Traffic Commission could not find any requirements for this gate to stay closed. It was noted that the Nursing Home across the street also uses this lot for employee parking.

Tim Collins said that the hotel could put up signs advising buses not to take a right out of the back parking lot. Chief Leonard noted that this might help with traffic on Ferrecchia but not on Biglow. Chief Leonard asked if we could regulate any of this, however, Tim Collins advised that it is all private property. They would first have to give a grant of authority to the Traffic Commission.

Wes Tuttle said that many of the same teams have been coming to the NESC for 15 years. He has personally spoken to many of the drivers themselves and asked them to avoid the neighborhoods. He feels that his e-mail to the teams may have been "60% effective". He also called all the area hotels and asked them to talk to the teams about this when they checked in. He noted that it's not just Embassy Suites. He knows that some teams are coming from off of Rte. 9 in Framingham and just find the local routes. Sixty to seventy of the eighty teams involved probably had buses and stayed in local hotels.

Mr. Joubert, resident of Bigelow Street, commented that most of the drivers are actually very cautious. It's just the volume that is the problem. Chief Leonard mentioned that there is a meeting on Friday to discuss a similar issue on Bigelow Street. Wes Tuttle mentioned that he could ask each of the local hotels to send someone to the meeting. Councilor Doucette suggested that if it were a planned event, maybe we need to direct traffic. Chief Leonard said that he is not sure how we could do this. Wes Tuttle said that at these big tournaments they "literally put an employee out front to talk to the buses". Some drivers are receptive and cooperative, while others are not. Chief Leonard also noted that there are often detail officers onsite. Wes Tuttle said he gets call all the time with complaints on bus traffic. He really is trying to address it.

MOTION was made, seconded, duly VOTED to TABLE for further discussion after the meeting on Friday.

2f) 2016 meeting schedule.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE. Lisa Thomas also asked Chief Leonard to send the schedule electronically and she will put it on the electronic calendar.

2g) Discussion of stop sign on Broadmeadow Rd. – Panther Trail

Tim Collins passed out a map and photo with a red line indicating the area in question. He explained that the City has created a 26.2 mile walking trail system known as “Panther Trail” that will make a connection here at Broadmeadow Rd. This will allow the “Panther Trail” to connect to the existing “Boroughs Trail (a 30 mile trail systems in Southborough, Westborough and Northborough). He also said that there is a good indication that there will be a high level of pedestrian traffic from people using this trail system. The proposal for a stop sign here on Broadmeadow at the intersection of the trailhead would create a multi-way stop intersection.

Chief Leonard asked if this would meet the warrants for a multi-way stop condition. Tim Collins said that it would due to the anticipated pedestrian crossing here when the trail opens. The Chief also noted that often drivers don’t realize that people sometimes continue going straight here. They expect them to turn onto Parmenter Road. This may help with that situation as well. All agreed that the multi-way stop condition here makes sense as it would make all cars actually stop before making the turn.

Tim Collins was hoping to get the regulation approved now so that he can put in the stop sign and crosswalk soon. He advised that he would forward the specific wording to the Chief so he can prepare the regulation for a vote at the next meeting.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to prepare the regulation.

3-Old Business**3b) High School parking regulations.**

There were a few things to finalize from the last meeting, mainly regarding stop signs vs. yield to pedestrians at the crosswalks. Tim Collins advised that the State of MA does not allow “Stop for Pedestrian” signs. These signs should be “Yield to Pedestrian” signs. He had a revised diagram with the proper signage included. He also revised Schedule IV – Stop Intersections. Now there are 3 in total – all of which are located at the exits to the lots. Tim Collins will forward the proper wording to Chief Leonard so he can prepare the regulation for a vote at the next meeting.

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

3c) Stop signs on Bigelow St.

Chief Leonard gave a brief overview of this issue to others in the room as it has been an agenda items for a very long time. He explained how the stop signs were installed to help slow traffic, however, they do not meet the required warrants for stop signs. The Traffic Commission held a community meeting at Hillside School on April 13, 2011 to discuss the possibility of taking them down. Of those in attendance, there was basically a 50/50 split between those in favor of keeping the stop signs and those who wanted them taken

down. Engineering came up with a way to justify keeping a few of the stop signs centered around the potential for future sidewalks that would join specific neighborhoods creating increased pedestrian traffic. As a mitigating factor for taking some of the signs down, the City had hoped to install solar powered speed signs in the area. The City then had to wait until they could find a source of funding. Eventually, a funding source was found and two speed signs were installed, one of which is solar powered. The Traffic Commission now has to determine the best way to alert the public. A blackboard message was discussed along with temporary signage to indicate a “modified traffic pattern ahead”. There was also a question about site distance at Doucette due to some vegetation.

Evan Pilachowski asked if he should still pursue other mitigation money, if it comes up, for the two other speed signs. The Traffic Commission had initially talked about installing four signs but only had funding for two. Chief Leonard said yes to this, as the problems in the area mainly occur on nights and weekends when people are home. Anything that could help the residents in the neighborhood would be a good idea. Chief Leonard also said that at some point the intersection of Donald J. Lynch and Bigelow St. would need to be signalized for public safety. Fire Chief Breen remembers that historically you could only turn right off of Bigelow onto Donald J. Lynch.

The plan now is to repeal the existing regulations for the unwarranted stop signs. The call can then go out to the neighborhoods alerting residents that the signs will be coming down on a specific date and temporary warning signs can also be installed.

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

3d) Traffic Commission rules and regulations update.

Tim Collins advised that he should be all done with this by sometime in March. He is about ½ way done. Lisa Thomas said that some of the Traffic Commission issues overlap with City Council issues. Some things are approved by the City Council but fall under the Traffic Commission so these issues were not included in the re-codification of the City Code.

MOTION was made, seconded, duly VOTED to TABLE.

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

Tim Collins had a diagram of the lower level of the parking deck. The Traffic Commission has discussed making this level one-way. Evan Pilachowski commented that this will be much better as it will become one way out, not two way like it is now. Tim Collins said that this could actually add 3-4 parking spaces on each level.

Councilor Delano brought up the fact that “within a reasonably short time”, there will be permit parking allowed there overnight. The City Council has also begun talking about the possibility of alternate side street parking in the winter. They are looking to develop the downtown area and do not want to penalize the neighbors. There was further discussion about the fee for overnight parking and how this would be enforced. Chef Leonard said that the City only has one parking clerk who works 19 hours per week. He

wanted to be sure that everyone is “on the same page” and understands that the Police Department will not be responsible for enforcing the permit parking. Commissioner Ghiloni said that he actually just met with the Mayor’s Office on this issue for the first time.

The one way and do not enter signs need to be regulated. Tim Collins will forward the appropriate wording to the Chief so that he can prepare the regulation for a vote at the next meeting.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to prepare the appropriate regulations.

3h) Request for parking restriction exemption at 71 Maplewood Ave.

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

3e) Communication from Janet Vigeant Re: Brigham St. traffic concerns

Chief Leonard advised that he replied to Ms. Vigeant by e-mail. A copy of the e-mail is in the agenda packet. Tim Collins advised that any missing signs have now been replaced. The Chief said that the new solar powered speed signs on Bigelow and Farm Road seem to be “an effective speed control measure” and “Brigham St. would be a good roadway to install some of these signs”, if funding were available. Commissioner Ghiloni asked if the Traffic Commission should be looking into trying to obtain a certain number per year. The Chief said that, from a planning standpoint, some of this would need to come from City Hall. Mitigation money used to be a big factor in development but now it appears that no Special Permit is approved with a mitigation clause.

Chief Leonard also advised that directed patrols have been on Brigham Street every day this week. He is not sure what else can be done at this point. The issue of speed bumps keeps coming up as people have seen them in other towns, however, this is not something the City wants to do either.

MOTION was made, seconded, duly VOTED to REFER to ACCEPT and PLACE on FILE. The signs have been replaced and the Police Department will continue with enforcement.

3i) Traffic concerns, New St. at Granger Blvd.

Tim Collins had some turn counts done here on January 4, 2016. He passed out a GIS diagram showing the results for the Turning Movements and also included the data in graph format broken down by time between 8:00am and 3:00pm. He went down from noon to 1:00pm to check in and at no time did he see a backup. The wait time was approximately 20 seconds maximum. He did say though that if there were a special event going on, it would be an issue if many were leaving at the same time. TJX at the end of the day was noted as an example. TJX hires a police detail at the end of the work day to deal with this issue.

Commissioner Ghiloni asked if should be changed to right turn only from New Street to Granger. Mr. Collins said he only thought this would be necessary during a special

event. Mr. Collins' recommendation is that it does not warrant any immediate action at this point. There should, however, be a discussion with Trish Pope, the director of the Senior Center, when they know of an upcoming event. All agreed that a right turn only for special events would be the best idea. With regards to an election day, there is always an officer there anyways to assist. The Police Department had an officer at the old location to mainly assist with crossing issues. An officer at the new location, could take on more of a traffic control role.

There are Constables on site for elections but they are there to enforce election laws, i.e. keeping people with signs a certain distance back from the location, keeping people from handing out literature etc.

Chief Leonard suggested that prior to the State primary in March, maybe we could get some preprinted signs for the right turn only, something removable that could be kept at the location. Commissioner Ghiloni agreed that yes this can be done.

MOTION was made, seconded, duly VOTED to REFER to the DPW to have the preprinted signs made up for Right Turn Only.

3j) Traffic blocking intersection on East Main St. at Hosmer St.

MOTION was made, seconded, duly VOTED to REMOVE this item from the Agenda. This is a State controlled road and all of the information has been sent to the State.

3k) Parking in the downtown area – discussion.

MOTION was made, seconded, duly VOTED to REMOVE this item from the Agenda as it is currently being discussed in other circles and is not a Traffic Commission issue at this point.

3m) Mill St. parking restriction.

Tim Collins passed out a GIS diagram of Mill Street of Mill Street Central with the main problem area highlighted in red. He also had several photographs showing the existing no parking areas along with the proposed no parking areas. One also shows where jersey barriers have been placed to close off the cut through. He also had a scheduled for “No Stopping, Standing or Parking Anytime”, which included “Existing Regulation, Proposed Changes in the Regulation and a New Regulation.

The biggest issue is that employees have nowhere to park during the day so they park on the street. Tim Collins said that the lot is “loaded with unregistered vehicles” but if we increase the no parking area, where do they go? The questions for Pam Wilderman are: 1) what does their permit say? 2) How many cars can they have on their lot during the day? It was discussed that this is currently Pam's issues and that the Traffic Commission needs to touch base with her first before making any changes to the regulations. Chief Leonard advised that he would send someone out to check on the unregistered vehicles and that he would check with Pam Wilderman on the zoning rules and how many unregistered vehicles they could have on the lot.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to:

- 1) Have an Officer check on the unregistered vehicles
- 2) Discuss the zoning issue with Pam Wilderman.

3l) River St. parking restrictions.

This is almost the same issue as Mill Street Central. Unregistered cars are parked on the road during the day and it seems like they have too many vehicles on their lot. Chief Leonard advised that he has already sent an Officer to take a look but he will do it again.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT on the unregistered vehicles and to REFER to Pam Wilderman for Code Enforcement issues.

3n) Crosswalk in front of “The Lofts” on Lincoln Street.

Tim Collins advised that there is already an existing street light on the utility pole “just west of the crosswalk”. He suggested that maybe this light could be made brighter with LED lights and then it could possibly illuminate the crosswalk. When Mr. Collins started looking into this issue he found many other crosswalks on Lincoln Street that were not formally regulated. He passed out a GIS map of Lincoln Street with all crosswalks and signalized intersections noted. He also included a schedule of crosswalk locations. Chief Leonard asked him to forward this schedule so he could make one regulation that would include all six crosswalk locations on Lincoln Street.

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

3o) November Minutes

MOTION was made, seconded, duly VOTED:
To APPROVE

3f) No parking regulation, Williams St.

MOTION was made, seconded, duly VOTED:
To TABLE.

3a) Municipal off street parking regulation.

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 12:04 pm.

Respectfully submitted,

Karen L. Lambert
Records Clerk
Marlborough Police Department

List of documents and other exhibits used at the meeting:

- Meeting Agenda for Tuesday, January 26, 2016. (Including City of Marlborough Meeting Posting.
- Draft of Traffic Commission Minutes from 12/16/15.
- E-mail from Officer Andy Larose to Chief Leonard, dated 12/18/15, re: Sandini/Forest Street directed.
- E-mail forwarded by Karen Boule - City Council Secretary, to Chief Leonard, on 12/30/15, re: Goodale Road – Request for sign for Disabled Child.
- E-mail from Carrie Lizotte – Public Safety Administrative Assistant, dated 1/7/16 – placing an item on the Traffic Commission Agenda on behalf of Mr. Verrico, Re: Safety on corner of Wilson & Hemenway.
- E-mail from Allen Fleishman to Chief Leonard, dated 1/8/16, re: Broadmeadow Street and Farm Road.
- E-mail from Councilor Tunnera to Chief Leonard, dated 1/12/16, re: Buses on Ferrechia.
- E-mail from Wes Tuttle to Lt. Bryant and Chief Leonard, dated 1/8/16, re: New England Sports Center & Bus Traffic.
- Traffic Commission Meeting Schedule for 2016.
- E-mail from Tim Collins, dated 12/16/15, re: Renaissance Lofts Condo – Special Permit Site Plan
- E-mail from Kevin Daily to Chief Leonard, dated 12/24/15, re: Reporting a Lincoln Street Crosswalk Incident.
- E-mail from Chief Leonard to Janet Vigeant, dated 1/21/16, re: Brigham St. safety concerns continue.

Additional Handouts:

- GIS Map of Lincoln Street with crosswalk locations indicated along with wording for the regulation.
- GIS Map of Mill Street Central with parking restriction indicated. Along with wording for the regulation and various photos.
- GIS Map of River Street Area
- Photo of area of Broadmeadow and Parmenter Road with new crosswalk location indicated and a schedule of stop intersections with corresponding criteria for Multi-Way Stop Applications.
- Schedule of Stop Intersections at the High School
- Map of Open Space Place for Intercommunity Trail Links.
- GIS phot of intersection of Granger Blvd. and New Street, with % of turning movements indicated.

