



**CITY OF DOVER**

## TRANSPORTATION ADVISORY COMMISSION MINUTES

Meeting Type: Workshop Session  
Meeting Location: FINANCE DEPARTMENT CONFERENCE ROOM,  
(TOP FLOOR, CITY HALL)  
Meeting Date: **Monday, March 30, 2009**  
Meeting Time: **6:00 pm**

Meeting was called to order by Councilor Weston at 6:07 PM.

### **1. ROLL CALL**

Member(s) present: Councilor Weston (Chair), Ed Wentworth (Vice Chair), Marn Speidel (Police), Bruce Woodruff (Planning), Ben Clark (Community Services), John Scruton, Peter Schmidt

Member(s) absent: Dennis Munson (Secretary)

Also present: Dr. John O'Connor (SAU#11 Superintendent), Dustin Gray (Garrison School Principal), Dorothea Hooper (School Board)

Marn Speidel was appointed by the Chair to take minutes.

### **2. GARRISON ELEMENTARY SCHOOL TRAFFIC PATTERN / PARKING CONCERN**

Speidel reviewed TAC meeting minutes from February regarding this topic., gave overview of parking concerns.

Mr. Gray described parent drop-off/pickup loop using Morningside and Meridian Drives. Issue with traffic queuing on Meridian and blocking driveways. Requests no parking signs be put up on Garrison Road, to create a barrier around Shaws Lane, temporary posting until summer and then a permanent parking restriction.

Scruton asked where displaced parkers would go.

Woodruff noted issue with the steps from parking area to Shaws Lane (at present consists of curbs set into the side of the hill).

Mr. Gray noted the potential need for a ramp in addition to the stairs. There is a need for up to 30 spaces for Visitor Parking. All foot traffic is supposed to come to the front door and courtyard for security reasons.

Mr. Gray stated that the school will implement a change to parent drop-off to rear of the school, and is prepared to make this change after the school year ends. Referred to design on schematic (handout) showing a larger quantity of cars that can fit in the drop-off queue.

Weston referred to a site walk involving the Planning Board/Conservation Commission and asked about bus fumes at rear of school where air intake openings are located.



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Mr. Gray noted that these air intakes have been boarded up. Also noted that with more buses now than in the past (9), this was part of the rationale for moving buses to the rear of the school.

Mr. Gray suggests improvements in three phases: 1) Eliminate parking on Garrison Road, 2) Reconstruct stairs and address lighting, walkway, and 3) Parent and bus drop off locations to be switched.

Speidel stated that police have considered the request to temporarily restrict parking on Garrison Road, but if school staff are displaced to the Shaws Lane lot without any improvement to the stairs, this would be a concern.

Clark states that the condition of the stairs is poor and that Community Services is responsible for maintenance. He had reviewed the stairs with public works supervisor Joe Boucher to see what could be done.

Scruton stated that if stairs are built into the banking, they could be more gradual. Asked whether the same could be done with a ramp.

Ms. Hooper stated that the School Department encourages the whole community to use the school, not just school staff.

Mr. Gray noted an issue with inadequate lighting in the upper parking lot. Many school staff members arrive and depart in the dark.

Weston reiterated the prevailing issues: need for a ramp, improvement to steps, and lighting.

Woodruff raised concern about a safe crosswalk and restriping – on paper, the Civilworks plan (schematic) looks to be the best so far. Suggests we possibly create a committee to study, and coordinate how to implement any necessary improvements. Woodruff also noted 1) The school has the ability and authority to do what it wants with its property, and 2) We (School and City) are sharing a parking lot.

Weston asked whether school could use funds that were allocated for its intended parking lot expansion to help improve the Shaws Lane stairs, etc.

Dr. O'Connor replied that he doesn't think that this would qualify. Notes that we are working with a 1955 design of a facility.

Woodruff notes issue with winter maintenance on city property around the school, and that adequate and safe maintenance takes coordination on both parts.

Dr. O'Connor noted that the improvement plan should be costed out – if a ramp were to be constructed, it would need to be lengthy. Stated the stairs need to be of precast materials, with handrails. Stated there is a need for lighting, and noted that electricity would need to be brought over from school or brought from area of concession stand at athletic fields. Raised concern of distance that staff/parents have to walk to come into the school – depending on where they find parking at Shaws Lane lot, and which entrance they are required to use, the distance could be up to ¼ of a mile.



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Mr. Gray noted a drainage issue (referred to Area 5 on schematic, west side of school) especially where snow melts.

Woodruff stated that he had prepared a concept plan circa 1990 for addressing drainage at the rear of the school, recalled that there may have been a reaction to the potential removal of trees. Suggested that we should look at the plan relative to the rear of the school.

Discussion on formation of committee: Mr. Gray stated he has two parents that would like to be included, wants himself to be included, and possibly a School Board member. It was suggested that someone from the City Engineer's office be represented.

It was noted that if committee recommends no parking on Garrison Road, it will be commensurate with other measures taking place.

Woodruff stated that he was willing to be a member of the committee.

Weston asked Mr. Gray to contact Woodruff to set up further committee arrangements.

Woodruff expressed intention to contact Dana Lynch of CivilWorks to seek permission to use electronic file.

Meeting was adjourned at 7:00 PM.