



**CITY OF DOVER**

## TRANSPORTATION ADVISORY COMMISSION MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Second Floor Conference Room, City Hall  
Meeting Date: **Monday, June 27, 2011**  
Meeting Time: **6:00 pm**

### 1. ROLL CALL

The Chair called the meeting to order at 6:07 P.M.

**Members Present:** Karen Weston (Chair), Jack Flick, Dennis Munson, John Scruton, Maurice Olivier, Marn Speidel (Police), Bruce Woodruff (Planning), Jeremy LaRose (COAST)

**Members Absent:** Ben Clark (Community Services)

**Others Present:** Gary Bannon (Recreation Director)

### 3. NEW BUSINESS

#### A. Parking Regulations at Park Street Park and other applicable city parks

Speidel moved, Woodruff seconded, to begin the meeting with this discussion in light of Mr. Bannon's attendance. Motion passed 8-0.

Speidel handed out copies of current versions on Dover City Code regulating parks. Speidel gave overview of concern regarding Park Street Park and other areas where off-street parking had been created, as there is no formal ordinance or regulation that governs many of these parking areas. Bannon stated that each park has specific situations making it difficult to create a one size fits all policy. The committee discussed issued at each of the following locations: Park Street Park, Hancock Park, Long Hill Park, Henry Law Park, Garrison Hill Park, Bellamy Park, Maglaras Park, Willand Pond Park, Woodman Park, Shaws Lane fields, Horne Street Park, Guppey Park, and Community Trail. Woodruff stated that the Community Trail is a linear park and should be included, but it has special considerations. Woodruff noted that the Community Trail follows the same rules as a "sidewalk" on the small segment from Washington Street to the Transportation Center, and due to the transportation connection it would be open to the public at all hours. Other segments of the trail should be subject to park hours. Woodruff stated that a parking area is about to be created for the Community Trail off Watson Road and that this parking area would be part of the park. Discussion continued.

Motion was made to table this item to a future meeting for City staff to draft specific ordinance language and return to committee for review. Motion passed unanimously.

### 2. OLD BUSINESS

#### A. Review/Approval of minutes from May 23, 2011

LaRose moved, Munson seconded, to approve as drafted. Motion passed 8-0.



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### **B. Discussion on TAC vs. Parking Commission purview**

Speidel handed out a copy of the Parking Commission's operating rules as defined by administrative code. Weston gave overview of her concern about the potential conflicting role of both committees relative to parking issues that are tied to a safety concern. Speidel stated that he and the Parking Manager, Bill Simons, keep the lines of communication open and generally work out a determination of which committee should be involved on any matter of policy. Weston stated she had reservations about relying solely on city staff to make judgment call between committees, especially when new staff with more limited background knowledge come on board. Discussion ensued. A suggestion was made that a policy statement be drafted for both committees outlining how to direct issues, or confirming that the committees would consult with each other when an issue affects both. Weston asked whether staff could draft this policy statement. Woodruff stated he would do so.

Motion was made to table this item for future meeting. Motion passed unanimously.

### **3. NEW BUSINESS**

#### **B. On street parking near Long Hill Road dog park**

Weston stated that she is concerned that parking situation is getting out of hand. Discussion ensued. Bannon stated there may be option to expand parking lot in future if funding is there. Consensus was to have police department check periodically and enforce, if appropriate, any violations of cars parked too close to the Old Rochester Road intersection. No other formal action taken.

#### **C. Crosswalk safety at Washington and Arch Streets**

Speidel gave overview of citizen correspondence regarding concern at this intersection. It was noted that the sidewalk along the east side of Washington Street – north of this crossing – has been reconstructed. It was also noted that Safe Routes to School grant funding will be used to improve the crosswalk warning signs here in accordance with the recent staff crosswalk review. Speidel stated that one proposal was to consider converting this intersection to a three-way stop, based on its unique design and updated traffic counts. Woodruff stated that the Strafford Regional Planning Commission had agreed to provide counts here which had yet to be scheduled.



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Motion was made to table this item for future meeting pending additional traffic count data. Motion passed unanimously.

### **D. Sandpiper Drive and Watson Road bridge – parking and traffic concerns**

Residents recently met with City Manager and voiced concerns regarding parking near the old bridge. Woodruff gave overview of the City's efforts to find a suitable use for the old Watson Road bridge in accordance with its historical significance. Woodruff also noted that Community Trail parking area, just up the road, was due to be constructed shortly and that further TAC action should be postponed until this alternative was available for users.

Motion was made to table this item for future meeting. Motion passed unanimously.

### **4. MEMBER COMMENTS**

Scruton asked for future agenda items on the subject of "dark sky" street lighting and on the subject of better alternatives to the idea of creating stop-and-go traffic conditions.

Weston read correspondence from a citizen regarding the Long Hill Road and Old Rochester Road intersection and asked for a status update on a TAC recommendation from last year relative to temporary striping improvements. Woodruff gave overview of the traffic signal warrants here and stated that this would be included in a future CIP for signals. Weston stated she would contact the City Manager regarding this matter.

Discussion ensued on whether to have both a July and August meeting, to combine them, or to cancel either. Speidel reviewed the tabled items above and noted that it was unclear yet which ones would be ready for the next meeting. It was noted that the school department representative, Dustin Gray, would be invited to one or both of these meetings. Consensus was to continue with the meeting schedule as outlined.

### **5. SCHEDULE NEXT MEETING (July 25, 2011)**

### **6. ADJOURN**

Munson moved, seconded by Flick, to adjourn at 8:30 PM. Motion passed.