



**CITY OF DOVER**

## TRANSPORTATION ADVISORY COMMISSION MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Second Floor Conference Room, City Hall  
Meeting Date: **Monday, January 23, 2011**  
Meeting Time: **6:00 pm**

### ROLL CALL

Weston asked Parker to begin conducting the meeting. Parker called the meeting to order at 6:05 PM.

**Members present:** Councilor Karen Weston (Chair), Dennis Munson, John Scruton, Maurice Olivier, Jack Flick, Jeremy LaRose (COAST), Chris Parker (Planning), Marn Speidel (Police), Ben Clark (Community Services), Peter Schmidt (Alternate).

**Members absent:** None

**Others present:** Rick and Mary Hebbard  
Councilor William Garrison

Parker immediately moved, Munson seconded, to proceed to New Business items on the agenda first. Motion passed 9-0.

### NEW BUSINESS

#### **D. Election of Commission Chairperson for 2012**

Clark moved, Flick seconded, to nominate Weston for another term as Chair. No discussion. Motion passed 9-0.

#### **E. Appointment of vice-chair and clerk**

Weston stated she was re-appointing Flick as vice-chair and Munson as clerk.

#### **A. Yield or stop sign request – Spruce Lane Extension at Spruce/Garrison**

Speidel read correspondence from an Austin Drive resident suggesting the City place a stop or yield sign at the intersection of Garrison Road, Spruce Lane, and Spruce Lane extension. Speidel stated that City staff has evaluated the concern and that staff proposes the placement of a yield sign on the former Spruce Lane Extension minor approach as an appropriate measure to clarify the right-of-way. Residents Rick and Mary Hebbard voiced objections. Discussion ensued. Parker moved, seconded by Olivier, to table this matter to the February meeting and to recommend that staff notify other affected residents on the former Spruce Lane extension. Motion passed 9-0.

#### **B. Portland Avenue traffic concerns**

Weston referred to a recent pedestrian collision at the intersection of Portland Avenue and Roger Street and stated that according to news reports, the driver had been cited for texting. Weston also referred to recent correspondence with a resident who expressed concerns regarding traffic speeds on Portland Avenue. Weston asked Speidel for further comment. Speidel handed out a summary of Dover Police Department traffic statistics showing a five-year history of collisions and speed citations, broken down by location, on Portland Avenue. Parker stated that the design of the road is somewhat conducive to speed. Councilor Garrison described concerns. Further discussion ensued. Parker stated he would discuss the road with the city engineer to clarify whether the City has full



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jurisdiction. Parker described potential traffic calming measures such as better delineated striping and narrowing of lanes. Parker moved, LaRose seconded, to table to the February meeting to allow staff to prepare a list of potential alternatives. Motion passed 9-0.

### **C. Boyle Street traffic concern – proposed parking restriction (resident request)**

Speidel gave overview of resident’s concern regarding parked vehicles on both sides of Boyle near the Court Street intersection, which at times prevent snow plows from accessing the street. Resident was concerned about emergency vehicle access. Speidel stated that the police department confirms a public safety concern exists and supports a parking restriction on one side. Schmidt asked Clark what type of plow is used to clear the street. Clark stated that it was a smaller plow truck, not a full sized dump truck, but even that could not get through at times. Discussion ensued. Parker moved, Munson seconded, to restrict parking on the left side of Boyle Street as one enters from Court Street. Motion passed 9-0.

### **F. Review and approval of 2012 meeting dates**

Speidel referred to a January 19 correspondence identifying the projected 2012 meeting dates. Discussion ensued. The May and December meetings were tentatively set as the third Monday, since the fourth Monday would conflict with a holiday. Weston stated she may have a conflict with the May meeting; members discussed possibly changing the May meeting. Consensus was to leave the schedule as is for now and adjust dates later if necessary. 2012 meeting dates are:

January 23	July 23
February 27	August 27
March 26	September 24
April 23	October 29
May 21**	November 26
June 25	December 17**

\*\*Third Monday of the month. Fourth Monday conflicts with a holiday.

### **OLD BUSINESS**

#### **A. Review/Approval of minutes from August 22, September 26, and November 28, 2011**

Weston asked members whether there were any proposed amendments. None were proposed. LaRose moved, Munson seconded, to accept August minutes. Motion passed 9-0. LaRose moved, Olivier seconded, to accept September minutes. Motion passed 9-0. LaRose moved, Parker seconded, to accept November minutes. Motion passed 9-0.

#### **B. Park Street Park parking concerns – staff update**

Speidel stated that Police, Recreation and Facilities and Grounds staff had come up with a plan for restricting the parking area that did not require a formal ordinance revision.



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Since the spaces are primarily off street and on park property, the Recreation Director has the authority to post signs restricting them to park users only. Signs are being affixed to fence. Speidel stated that the only exception is that like other municipal parking areas, overnight parking would be allowed by permit from December to March. There was some discussion on who plows the lot.

### **MEMBER COMMENTS**

Parker introduced Tim Corwin, recently hired as the Zoning Administrator with the Planning Department.

Parker gave overview of a study that was authorized by the Council to explore potential traffic calming initiatives in the Atkinson, Belknap, Cushing, and Lexington neighborhoods. RFP is pending.

Scruton asked for the status of a Council resolution requiring the USPS to change rural delivery on Sixth Street. Speidel stated that it is on his to-do list.

Scruton referred to Portland Avenue traffic concerns and stated that outreach is necessary for pedestrians to realize it is difficult to gauge the approach speeds of vehicles.

Weston asked what happened to the crosswalk reviews that were prepared by staff and suggested that the issue continue to remain at the forefront.

Olivier asked whether the Broadway parking concern had been resolved. Discussion ensued.

LaRose thanked staff for finally posting the parking restriction on Baker Street.

### **CONFIRM NEXT MEETING**

The next meeting is scheduled for February 27, 2012 at 6 PM.

### **ADJOURN**

LaRose moved, seconded by Parker, to adjourn. Motion passed 9-0.