



CITY OF DOVER

TRANSPORTATION ADVISORY COMMISSION MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers, City Hall
Meeting Date: **Monday, September 22, 2014**
Meeting Time: **6:00 pm**

1. ROLL CALL

Weston called the meeting to order at 6:00 PM.

Members present: Mayor Karen Weston (Chair), Marn Speidel (Police), Dave White (Community Services), Chris Parker (Planning), Brian DeGuzis (COAST), Jack Flick, Maurice Olivier, Dennis Munson, Dustin Gray

Members absent: Peter Schmidt (Alternate), Michael Weeden (Alternate)

Also present: Gretchen Young (Community Services)

Dave White introduced Gretchen Young as the newly hired Assistant City Engineer.

2. OLD BUSINESS

A. Review/approval of minutes from July 28, 2014

Parker moved, Munson seconded, to approve with no amendments. Motion passed 9-0.

B. Downtown Pedestrian and Vehicular Access and Streetscape Study – update from the Cecil Group

Parker stated that representatives from Cecil Group were running late and that this would be taken up later in the meeting.

(Editor's note: this item was addressed chronologically between New Business items C and D, but appears here in the order that the agenda was prepared)

Steve Cecil of The Cecil Group, accompanied by Dirk Grotenhuis of Resource Systems Group (RSG), provided a Power Point presentation accompanied by a handout for the committee on the subject of Draft Recommendations and Preferred Plan. The presentation included an overview of the project, a review of the analysis, issues and opportunities, vehicle circulation alternatives, and streetscape features.

After the presentation, committee members provided feedback. Olivier stated that the presentation and handout contained too much data, was too confusing, and suggested streamlining the report into five sections. Weston stated that she was disappointed that the report did not appear to address access issues for tractor trailer units destined to businesses at the rear of Chapel Street. Discussion ensued.

Parker stated that the presentation would be made available on the City web site.

3. NEW BUSINESS

A. Dover Community Trail crossing at Washington Street – safety concern

Speidel gave overview of concerns about pedestrian safety here arising from a recent site review requested by Councilor Bill Garrison and attended by City Manager Joyal, Mayor Weston, Councilor Garrison, Sgt. Speidel, and Bryant Hartwick of the Community Trail Advisory Committee. Speidel noted that this is not intended to be a crosswalk to give pedestrians statutory



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authority over vehicles, but staff fields many calls by citizens who believe it is. Speidel stated that city staff recommends four steps to address the concerns: (1) Eliminate the on street parking bay immediately west of the crossing, on the south side of Washington Street, (2) Install MUTCD-appropriate warning sign assemblies for motorists approaching in either direction on Washington Street, (3) Install trailhead signs to notify trail users that they are required to yield to vehicles and replace a missing stop sign on the north side, and (4) Do not repaint the faded crossing pavement markings. Parker moved, White seconded, to endorse the four recommendations made by staff. Motion passed 9-0.

B. Parking concern at 12 Portland Avenue

Speidel gave overview of a concern that was raised by the property owner, Dean Fournier, who asked for the on street space to be eliminated in front of the building to help address sight lines of tenants backing out of the driveway. Speidel noted that the parking buffer is at least 8' from the curb cut and that the police department had recommended to the property owner that tenants could back into, instead of out of, the driveway. Fournier was invited to attend the meeting but was not present. Parker moved, Munson seconded, to take no action. Motion passed 9-0.

C. Intersection of French Cross and Tolend Roads – Commissioner concern

Weston stated that this is a concern she has brought forward. Speidel showed the committee a large scale 2010 image of the intersection. Weston stated that she has measured the width of the intersection at 78' from wing to wing, and compared it to the Columbus Avenue intersection which is 68'. She stated that Columbus is the designated cut-through but it is less wide. Weston stated she has lived in this area for 14 years and that she is in favor of narrowing the intersection down, to effectively slow traffic that navigates here, at least to dimensions that are similar to Columbus Avenue, so that motorists have to reduce their speed more.

White passed around images of the intersection which he represented as pre- and post-construction. White said that there were geometric difficulties here, if the roadway width was reduced, the driveway on the left would have to be brought out and it would make it more of a blind driveway. White stated that motorists also tracked off the road, so curbing was put in to keep people on the road. White stated that additional striping enhancements were planned here to be completed once Tolend Road received its final pavement overlay.

Parker asked whether the design engineer had been consulted. White responded that he was, and that the project was built according to specifications. Weston stated that she disagrees with the City Engineer; the intersection is dangerous, and at a minimum she believes the fog lines should be narrowed. White clarified that when the final pavement markings are applied, the lines will be designed with the aim to narrow the look and feel of the intersection. White stated it was probable this would be completed in 2014.



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Parker moved to have the City restripe the intersection once the top coat is laid, with an eye toward best engineering practices to narrow the lines as much as possible. Seconded by White. Motion passed 9-0.

D. Endorsement of application for Transportation Alternatives Program grant

Parker stated that staff is looking to use the TAP grant to apply for additional funding toward Community Trail improvements. Parker moved for the TAC to encourage the Council to authorize the Mayor to sign a letter supporting the grant application for a \$400,000 project which provided for an 80/20 match of City funds. Munson seconded. Motion passed 9-0.

E. CIP update on proposed roadway improvement projects

Parker handed out a September 22 memo which defines “Complete Streets” (one designed and operated to be safe and accessible for all users regardless of age, physical ability or mode of transport, and have an ease of use whether the user is moving along or across the street) and which provides the TAC an overview of complete street elements of proposed CIP projects.

The three page memo is incorporated as an addendum to these minutes.

F. MEMBER COMMENTS

Parker stated that the reduced speed limit (25 mph) signs have been put up by Community Services on Trakey Street.

Gray spoke about the success of the Horne Street School 5K on September 21, and commended Sgt. Speidel on the police department’s management of all of the races in the Dover Race Series which are well attended community events.

G. CONFIRM NEXT MEETING DATE

Discussion ensued regarding the next meeting date. Speidel stated that he could not attend on October 27. Discussion ensued on whether The Cecil Group would be involved in the next meeting and whether it should include a public comment on the Downtown Pedestrian and Vehicular Access and Streetscape Study. Olivier and Weston asked for materials related to Cecil’s next presentation to be made available to TAC members in advance. Parker said he would follow through with that request.

Consensus was to hold the next meeting on October 27.

H. ADJOURN

The meeting was adjourned at 9:00 PM.