

**MINUTES OF THE TRAFFIC COMMISSION MEETING
HELD: SEPTEMBER 20, 2012 AT 10:00 A.M.
HENRY HOOVER COMMITTEE ROOM, CITY HALL**

1. PETITIONED ITEMS:

A. St. Jude School Fall Festival – Road Closing

Mr. Frank Craig is requesting the annual street closing of Waverley Oaks Road from Beaver Street to Linden Street, for this event held on Saturday, Oct. 13th from 11:00 am – 5:00 pm. The rain date will Sunday, Oct. 14. **Voted to approve this request**

B. Townsend St. at Barton St. – STOP sign

Mr. Brian Erba, # 15 Barton St. is requesting a STOP sign at this location. Ward Councilor Marchese, was not able to attend this meeting, but has forwarded a letter of support to install a Stop Sign on Townsend Street. The “warrants” (standards) for a Stop Sign at this location require vehicular traffic volumes of 6,000 vehicles per day; or a restricted view and/or crash records of three or more accidents per year that are susceptible to correction by Stop Sign control. None of the MUTCD warrants for a Stop sign have been met. **Voted to deny this request.**

C. Newton St. at Pine St/Yetten Ter. – Do Not Block Yetten Terrace sign

Councilor Logan is requesting a sign to stop vehicles blocking this intersection. Yetten Terr is a “private-way” located 77 feet south of the intersection of Pine Street and Newton Street, which is signalized. Signal loop detectors are in the roadway between Yetten Terrace and Pine Street for northbound traffic. Traffic Engineering agreed that there is a problem for southbound traffic to turn left into Yetten Terrace and recommended a standard “DO NOT BLOCK INTERSECTION” sign (R10-7) be used. **Voted to approve the installation of this sign facing northbound traffic on Newton Street.**

D. Crescent St. at Spruce St. – No Parking Here to Corner

Mr. Gregg Leppo, # 29 Spruce St. is requesting this area be made No Parking. A site visit showed that there is approximately 39 feet of curbing from Spruce Street (south) to the entrance of Bird Precision. There is No Parking within 30 feet of an intersection, this leaves nine (9) feet to park and this creates a corner sight obstruction. **Voted to increase the No Parking Here to Corner to prevent parking in this area.**

Amend Schedule #1 as follows:

Delete – Crescent St., south side, Spruce St to Maple St., 2 Hr. Parking 7am-6pm, exc Sun & Holi

Add - Crescent St., south side, from Spruce St. to a point 78’ south No Parking

Crescent St. south side, from a point 78’ south of Spruce St. to Maple St. 2Hr.Parking 7am-6pm Exc Sun & Holi

E. Highland St. “Spur” at Curtis St. – Removal of “No Right Turn” restriction

Capt. Russo of Community Services Division is requesting this restriction be removed. **At the request of Councilor Logan, who was unable to attend this meeting this item was tabled**

F. Wyman Street Reconstruction – Crosswalks

Mr. Aaron Alpert of John Crowe Associates was present to seek approval of a new crosswalk and relocation of an existing crosswalk. The reconstruction consists of paving and curbing with some minor widening at driveway intersections, upgrade of drainage system and adding 6 foot sidewalks for ADA compliance. There are no conduit or poles involved. T.E. Mr. Garvin agreed these are needed improvements. **Voted to accept the plan as presented**

G. Irving St. at Summit / Tomlin Sts. – Review Pedestrian Crosswalk Safety

Councilor Waddick is requesting a review of this intersection for pedestrian safety. A site review determined that there are two factors limiting sight distance of the crosswalk

a There is a vertical curve (a hill) on Irving Street south of the intersection

b: Some branches on the tree on the west side of Irving Street, immediately south of the intersection, hang over the roadway and block visibility

A speed study was not done, however the average approach speed was estimated to be 35mph. The street grade is approximately 6.4 percent. The minimum sight distance for this condition is 273 feet. A measurement found the sight distance from the hill to the intersection to be 364 feet which is within acceptable standards. The existing crosswalk, stop lines and stop legends need to be repainted. Additional Pedestrian Crossing signage should be installed.

Voted to accept this recommendation and approved a Pedestrian Crossing Sign (W11-2) with Arrow (W16-7pL) be installed on the northeast side next to the existing crosswalk. Also a request to CPW – Forestry Division trim the branches back on the trees located on the southwest corner of the intersection approaching this intersection.

H. 6th Annual Tailgate Trot 4 Mile Road Race

Mr. Frank Michienzi, # 11 Sixth Rd., Woburn, MA. is requesting approval for this Celebrating the Life of Michael A. Martin event to be held on Saturday, June 8, 2013 at 9:00 AM. Lt. Cavalarro reported no streets to be closed and that there will be Police presence. The race will start at 411 Waverley Oaks Road at 9:00 AM., proceed to Beaver Street – Forest St – Doty Street – Trapelo Road – Waverley Oaks Road – ending at 11:00 AM. **Voted to accept the Police recommendation and request approval by the Mayor**

I. 1st Annual Bobby Felt 5K Road Race

Mr. Mark Felt is requesting approval for this event to be held on Sunday, Oct. 7th at 10:00 AM. Mr. Felt has requested re-schedule this race until Spring 2013. **Placed on File**

J. 3rd Annual 5K Trick-or-Treat Trot

Ms. Irene Coulombe, Director of Development for The Guild of Human Services is requesting approval for this event to be held on Sunday, Oct. 28 at 10:30 AM. The Police Department reports there are approximately 150 runners with the start/finish at the 411 Waverley Oaks Road. The route will be Waverley Oaks Road to Beaver Street, to Bentley Field Road, back onto Beaver Street back to 411 Waverley Oaks Rd. This is a non-profit organization and the Police Department should be able to handle the race with 2 motorcycles and possibly Bentley University cruisers at Field Road. No streets will be closed and there will be Police presence. **Voted to accept the Police recommendation and request approval by the Mayor**

K. 1st Annual Move Your Feet 5K

Ms. Laura Yates with Bentley University Alpha Phi is requesting approval for this event to be held on either Sat., Nov. 3rd, Sun. Nov. 4th or Sun., Nov. 11th from 11:00 AM – 2:00 PM. The Police Department reported meeting with the organizers and proposed the date of Sunday November 4, 2012 11:00 AM to 2:00 PM. The race will start at Bentley University, turn onto Forest Street and turn onto Alderwood Road, Trapelo Road, Manning Road, Shirley Road, Parkview Road, Waverley Oaks Road and re-enter Bentley University Beaver Street South entrance. Waltham Police, as well as Bentley University Police will be hired to monitor the race. No streets will be closed **Voted to accept the Police recommendation and request approval by the Mayor**

L. Waltham Land Trust Race Around the Reservoir - 5 Mile Road Race

This event will be held on Sat., Oct. 20th at 10:00 AM. It was approved by TC in Nov. 2011, but they required Auxiliary Police which no longer is in use. It is anticipated that the race will have 500 runners. The start/finish will be Reservoir Woods 850 Winter Street. The route will be Winter St – Old County Rd (Lincoln) – Trapelo Rd.- Smith St. – Winter St. – and back to Reservoir Woods. It is also estimated that the race will take about 2 hours to complete. Arrangements have been made to hire a Police Detail (5 officers) and organizers will contact Lincoln Police to arrange for a detail in Lincoln. Final plans will be coordinated with the Police Department 1 week prior to the event. **Voted to accept the Police recommendation and request approval by the Mayor.**

2. TABLED ITEMS:

Voted to remove items (A) Connors Pool; (C) Four-Way Stop Review; and (I) 385-387 Winter Street from the table for discussion.

A. Connors Pool # 148 Newton St. – Proposed revision to vehicle access to site (6/10)(11/10)(5/12) Sgt. Gallant, Police Department Community Services submitted a report concerning vehicle and pedestrian traffic at the intersection of River St. and Newton St. He observed traffic to be moderately steady throughout the pools hours of operation. He recommended the pedestrian signal time be adjusted to allow more time for the pedestrians to cross. Ms. Robin Pfelsch and Josh Kane from DCR, attended the meeting and they reported that DCR conducted a user profile study for five days during August. The study showed that 80% of the patrons were from Watertown and Waltham and 6% from Newton. It also showed that 60% arrived by motor vehicle and 33% were pedestrian and/or bicycle users. The DCR suggested working with the City to encourage more people to walk or bike. The DCR study also showed increase in pedestrians using the Sacred Heart Church parking lot. There is currently an informal agreement with the church and DCR to use their parking lot and DCR will try to get the word out for patron to use this parking lot more often. The DCR study did not include a pedestrian study. T.E. Mr. Garvin recommended increasing the walk-signal time as requested by Sgt. Gallant. **Voted to accept the report.**

B. Traffic Commission Policy – Revised Petition Policy (11/10) Law Dept. Opinion Received

C. Four-Way Stop Review (11/10) – Law Dept. Opinion Received

(A point of clarification. Mayor McCarthy did not ask if the 4-way Stop Signs were warranted; she asked that the Traffic Commission determine if the “Warrants” (minimum requirements; or standards) for the 4-way Stop Signs have been met. Mr. Ken Michaud (National Motorist Association of Massachusetts) attended the meeting to remind the members that the “warrants” are required by Mass Highway and M.U.T.C.D. (Manual on Uniform Traffic Control Devices). There must be a study by the Traffic Engineer, to support these installations. T.E. Mr. Garvin reported that his report is incomplete at this time and that it should be done by October or November meeting. **Voted to re-table**

D. Review of Overnight Parking Enforcement Procedure – (2/11)

E. Smith Street at Trapelo Road – Change in Lane Use (9/11)

F. High St. at Newton St. – Traffic Signal Changes (3/12)

G. Yearly Merchant Sticker (3/12)

H. Children Hospital Boston at Waltham – Proposed Special Permit (5/12)

I. 385-387 Winter Street Marriott Courtyard Hotel – Proposed Special Permit Modification

At the June 2012 meeting Attorney Dacey requested and received permission to discuss requirements to amend a Special Permit, issued by the City Council concerning this project. The

Marriott Courtyard has 114 rooms and the Holiday Express has 150 rooms (264 combined). The proposed project involves some renovation, an adjustment to the number of rooms at the Holiday Inn Express (reduced 107 rooms) and increase in the number of rooms at the Courtyard (increased to 172 rooms). The Courtyard will be replaced with a five-story building. The combined number of rooms will be increased from 264 to 279; an increase of 15 rooms. Access to the hotels will remain unchanged. Internal circulation and parking configuration will be modified. Mr. Matt Kealey, VHB consultant, reported the traffic projections that this impact will be insignificant in the overall operations of the area roadways. Our T.E. Mr. Garvin agreed with VHB that the increase is minimal. The existing FAR is 0.561 and the proposed FAR is 0.592 with a net increase of 7,878 square feet. **VOTED to Accept the Traffic Impact Study with the commitment for mitigation and convey the results of our review to the City Council for their use in deliberating on the Special Permit Request.**

3. DEPARTMENT REPORTS:

- A. **Parking Meter Report** - Revenues for the month and the year continue to rise
- B. **Pay Stations Sub-Committee** – Reported the “Pay By Space” is working; educational phase appears to be concluded. The Parking Control Officers are now using smartphones to help with enforcement. It was voted to proceed with requesting funds for Phase II for the parking lots.
- C. **Forest Street at Trapelo Road** – Update GPI has completed the “final plans”; advertisements should be done shortly and an award could be by November.
- D. **Main Street at Lyman./Heard Sts. Signal Issues** – two detector cameras have been replaced; some minor timing adjustments have been made so as to allow Lyman Street to get a 3 second lead over Heard St; need coordination with Main/Newton Sts. due to their closeness. Continue to monitor for a 30 day trial period.
- E. **South Street at Highland Street** – Proposed Traffic Signal (3/11) – T. E. is working with Children’s Hospital Boston to see if an exclusive left turn lane for southbound traffic can be designed.
- F. **Moody Street at Carter/Felton Sts.** – Exclusive Pedestrian Phase (5/12) – the “Exclusive Pedestrian Phase” appears to be working although there are minor back-ups on Carter Street at time; continue to monitor. Voted to approve the revised Timing and Sequence Chart.
- G. **Lyman Street at Summer Street** – Traffic Signal Study (5/12) No report at this time
- H. **Block Party Permits Approved Information**
(Longfellow Rd – Boynton St. – Overland Rd. – Pine Hill Cir. – and Andrea Rd.
- I. **Main St. at Newton St. – Right Turn Lane Design** – Voted to have Traffic Engineering seek funding for design and construction of this turn lane.
- J. **Traffic Commission Schedule – Date and Location Change**
The Schedule was accepted (change in April to the 4th Wednesday) In addition the meeting for October 2012 will be changed to a mutual date so the entire Commission can be in attendance **(Tentative Date Wednesday October 17, 2012)**

- K. **South St. Railroad Crossing Work** -
The "Roberts" RR crossing is scheduled to be resurfaced on October 5, starting at 11PM and will continue till Sunday October 7, 3PM. This will result in a shutdown of all through traffic over the South Street RR crossing ("Roberts") at Sawyer Road/Turner Street. Weston, Newton and Waltham Police/Fire, Brandeis University, Charles Bank Apartments, area business establishments, Waltham CPW have all been involved in the effort to reduce the inconvenience. Message Board Signs will be utilized, detours for Waltham, Weston and Newton will be made; use of "Twitter", phone "Apps", and other computer messaging will be done, and there will be a 911 reverse message to the area residents. Brandeis University will notify their community.
- L. **Deputy Chief Keith MacPherson appointed Acting Chief - Information Only**
- M. **Waltham Community Access charging for copies – Information Only**
- N. **Pavement Marking Update** - Traffic engineering submitted a report for Center Lines and Lane Lines completed and the schedule for those waiting to be done.
- O. **Thermoplastic Bid** Thermoplastic Streets (Main St –South to Linden; Beaver St- Lexington St to Forest St; Beaver St – Waverley Oaks Rd. to Warren St) have been scheduled.
- P. **CIP Letters Submitted –**
1: \$10,300 for 5 traffic counters
2: \$25,000 for stone wall repair in the Spruce St. Lot
3: \$2,000 two computers
- Q. **51 Lake Street Hardy School** – Response to ZBA Request – T.E. Mr. Garvin submitted a letter on behalf of the Traffic Commission. The project will have minimal impacts on traffic operation surrounding the site. There is adequate parking on site and there is an MBTA bus stop adjacent to this location. Therefore, his recommendation is that the project be approved, based on the expected impacts to traffic at this site. **Voted to accept this recommendation.**
- Q. **Beaver St. at Forest St.** – Removal of utility pole – This utility pole has been an issue since the completion of the intersection as it narrowed the sidewalk width to not meet ADA compliance. Mr. Kelly worked with Verizon to remove this pole at no cost to the City. **Information Only.**

AND ANY LATE FILED ITEM(S) THAT MAY COME BEFORE THE TRAFFIC COMMISSION.

No Additional Items were discussed

Adjourned @ 11:11 AM

Attendance: Fire Chief Ciccone, absent Training Session; see attached list of speakers.

Respectfully Submitted:

Off. Frank S. Lombardo (Ret.)
Clerk

Waltham Traffic Commission

Date of the Meeting: Thursday September 20, 2012

Please Print

Name of Speaker	# Street, City	Affiliation i.e. Attorney - Abutter Interested party - Petitioner	For/Against Item No:
Robert Waddick	129 Church St Waltham	Ward Councilor	1G Irving @ Tomlin
Natalie Bethoff	175 Forest St Waltham	Alpha Phi 5K Race	1k Move Your Feet
Laura Yates	175 Forest St Waltham	Alpha Phi 5K Race	
Aaron Alpert	Wyman Street Waltham	Hobbs Brook Management	1F Wyman St reconstruction
Frank Michienzi	Waverley Oaks Club Waltham	Tailgate Trot Road Race	1H
Robin Pfelsch	251 Causeway St Boston	D.C.R.	2A Connors Pool
Josh Kane	251 Causeway St Boston	D.C.R.	2A Connors Pool
Gregg Leppo	Spruce St. Waltham	Interested Party	1D Crescent @ Spruce
Irene Coulombe	411 Waverley Oaks Rd Waltham	Director Guild of Human Services	1J Trick or Treat Race
Richard Dacey	707 Main St	Attorney	2I 385-387 Winter St
Matt Kealey	VHB 101 Walnut St Watertown	V.H.B. Traffic Consultant	2I 385-387 Winter St
Ken Michaud	946 Great Plane Ave. #378, Needham, MA	Interested Party	2C 4-way Stops