

**MINUTES OF THE TRAFFIC COMMISSION MEETING
OCTOBER 20, 2011 AT 10:00 A.M.**

1. PETITIONED ITEMS:

A. 193 Hammond Street – Limited Handicap Parking Space

Ms. Sally Beech is requesting a Handicap Parking Space during certain hours. It was noted that Hammond Street does not have All Night Parking. It has been the policy of the Commission not to approve HP parking unless All Night Parking exists on the street. A discussion took place concerning this policy and it was decided that it should be reviewed at a future meeting. **The result was to table this request.**

B. 82 & 86 Orange Street – Proposed Handicap Parking Spaces

Whalen Tenants Association is requesting four (4) Handicap Parking Spaces on Orange Street. A site view showed there are presently six (6) parking spaces on the property. Three of the spaces were un-posted and three others appeared to be for HP parking although they were not properly posted (one sign per space). Ms. Nelson stated that these spaces are being used by some of the 32 tenants who don't have sufficient on-site parking. The majority of Orange Street is multi-family housing and has limited parking. Removal of any parking space on the street would be a hardship. **Voted to recommend, Whalen Apartments convert all six (6) off-street parking spaces into properly posted Resident Handicap Parking Only, and deny adding on street HP parking.**

C. 511 Totten Pond Road – Proposed Traffic Study

Attorney Joseph Connors is representing Totten Pond Shell Service Center. His client is contemplating adding a "convenience store" to his existing retail gas station. A Special Permit is required by the City Council. **Voted to have GPI review the proposal and report to the Commission at a future meeting.**

D. 1100 Lexington Street – Panera Bread Café Signage

Boston Bread, LLC is requesting a Trailblazer Sign on Trapelo Road at Lexington Street for their Panera Bread Café. Attorney Ryan Evans appeared for this request. **Voted to approve the request and to have GPI/Traffic Engineering review the placement/location of the sign.**

E. Towing Contract – Findings

Purchasing Agent (Chief Procurement Officer) Mr. Joe Pedulla is requesting the Commission decide on whom to award the contract too. Mr. Pedulla appeared before the Commission and reported the findings of an operational audit conducted to determine the compliance with the RFP standards of three competing companies for Towing Services in Waltham. He found no standard out of compliance with the three companies. He asked the Commission to decide to whom to award the contract. Chairman, Chief LaCroix read the recorded minutes of the December 2010 Meeting where the Commission has recommended three tow companies to enter into contract.

The Commission voted to forward to the Law Department and determine that all appropriate procedures have been followed for a contract to be awarded.

(Representatives from Waltham Auto Tow, Greg LeBlanc, & Att. Edward Bigham; Pilgrim Auto Tow, Nick Martorelli & Att. Peter Bella; - Ramsey's Towing – Justin Ramsey were all in attendance)

F. Columbus Avenue at Banks Street – Speeding Concerns

Ms. Beth Tappan-deFrees, 52 Columbus Avenue has concerns with the speeding on Columbus Avenue and whether other safety measures can be taken. In addition, she has requested a Stop Sign be installed on Columbus Ave at Wellington Street. Ms. Tappan-de-Frees sites speeding as the primary problem and the need for enforcement. The Commission agreed and it was referred to the Police Department for enforcement. The placement of a stop sign on Columbus Ave to control

speeding is not an acceptable measure and does not meet the warrant requirements for an all-way stop control. **Voted to deny a stop sign and request Police enforcement.**

G. Villa Street – Modify Overnight Parking Regulation

Traffic Engineering needs the existing Overnight Parking regulation in the Rules and Regulation modified to match what is on the street. **Voted the following:**

Schedule 1A Overnight Parking

Delete – Villa Street, south side from Fiske Ave to Summit Ave

Add – Villa Street, south side from 120'W of Fiske Ave. to Summit Ave

H. City Employee Parking Placards

Requests have been submitted for CPW, Police and Building Dept.

Voted to approve these placards:

a: **Director C.P.W.**

b: **Assistant Director C.P.W.**

c: **Building Department**

d: **Clerk Traffic Commission**

I. Shore Road - Block Party Permit – Information Only

J. Parking Enforcement Complaint

Mr. Eric Hill has a complaint about parking meter enforcement. Mr. Hill's first complaint dealt with a Civil motor vehicle infraction where his vehicle was towed. The second complaint dealt with the time he took to get quarters for the meter. He felt that the PCO was hiding and targeting vehicles who do not "immediately put quarters in the meter (she is clearly on a quota)". It was noted that there is no "quota system" for the P.C.O.'s. The suggestion that the P.C.O.'s hide to target violators has no merit, it is a matter of "timing". The PCO has no idea how long a vehicle has been parked in a space with an expired meter. **Voted to place on file.**

2. TABLED ITEMS:

- A. Barbara Rd./ Chaffee Ave. – Proposed Pedestrian Crosswalk (11/09)
- B. Brookfield Rd. at Upton Rd. – Stop Sign (2/10)
- C. #306 Lexington St. – Driveway Opening (4/10)
- D. Lincoln St. at Sanderson Rd./Curve St. – Traffic Improvements (6/10)
- E. Connors Pool # 148 Newton St. – Proposed revision to vehicle access to site (6/10)
- F. Zone Change Request – Change in Policy (6/10)
- G. Traffic Commission Policies (9/10)
- H. 110 Bear Hill Road – Proposed Development (11/10)
- I. Traffic Commission Policy – Revised Petition Policy (11/10) Law Dept. Opinion received
- J. Four-Way Stop Review (11/10) – Law Dept. Opinion Received
- K. Review of Overnight Parking Enforcement Procedure – (2/11)
- L. Required Parking Spaces (2/11) –Law Dept. Opinion Received
- M. South Street at Highland Street – Proposed Traffic Signal (3/11)
- N. Ellison Park & Summer Street Area – Traffic Calming (Sp. 3/11)
- O. Albemarle Road – Pedestrian Safety (4/11)

P. 468 Main Street – Proposed Development (5/11)

Attorney Michael Connors appeared on behalf of the developer Eagle Rock Retail, LLC. Proposed is a drive-in-bank to be located on the current vacant lot at 468 Main Street. The bank will provide 3,000 square feet of first floor space for customers, 1,500 square feet of second floor space for bank-related offices, and a drive-up teller lane (not ATM). A Special Permit is required from the City Council. The project is expected to generate between 56 and 119 vehicle trips during the peak hours. Construction of the drive-through exit lane opposite Harris Street will be restricted to Right Turn Only onto Main Street. The proponent has agreed to donate a permanent easement to the City along the site's frontage on Newton Street. This easement can be used for future construction of an exclusive right-turn lane. Such a turn lane would allow improved traffic operations on the Newton Street approach although vehicle queues would still extend beyond the site frontage. G.P.I. (our consultant) states that all their concerns have been adequately addressed in the revised report and the report has been prepared in accordance with the City's Guidelines for Preparation of a Traffic Impact Assessment. Based on the findings of the report the impacts of the project are expected to be minimal. The mitigation, easement on Newton Street, is appropriate for the development and acceptable to Traffic Engineering. **Voted to accept the report and forward these findings to the City Council for their deliberations.**

Q. 110 Lexington Street – Proposed Development (5/11)

Dr. Franklin Ching addressed the Commission with the detail of the development. The "Wings Over Waltham" is a proposed restaurant with a floor area of 1,400 square feet situated on a 7,400 square-foot parcel. Within the 1,400 square foot interior, three (3) four person booths will provide 12 seats for eat-in customers and customers waiting for pick-up orders. This area is approximately one-fourth of the total floor area. The establishment will be a fast food, takeout/delivery business. Hours of operation are typically 11:00 am to midnight. Peak hours of the restaurant are 5:00 pm to 9:00 pm. The business will employ 20 persons maximum, with the largest shift being 134 to 15 employees, seven of whom are delivery drivers. The applicant estimates an average of 227 customers per day. There will be four (4) deliveries by trucks a week, likely to be scheduled in the morning and outside normal commuter peaks and restaurant operating hours. Employees will need to have off-site parking to assure patrons and delivery activities have priority of existing spaces. Proposed mitigation is to supply city-standard audible pedestrian ("chirper") signal components to be installed at the crosswalks located at Lexington/School Streets to assist pedestrians utilizing the intersection making it ADA-compliant. GPI has reviewed the report based on the findings the impacts of the project are expected to be minimal and the proposed mitigation is appropriate for the developments. **Voted to accept the report and forward these findings to City Council for their deliberations.**

R. 831 Main Street – Proposed Development (6/11)

S. 850 & 920 Winter Street – Proposed Development (6/11)

T. 500 Trapelo Road – Land Taking (9/11)

Councilor Curtin attended this meeting and spoke in favor of this taking. GPI explored the potential benefit of taking the parcel of land on the "triangle" between Forest St., Trapelo Rd., and Doty Street. GPI concluded that while it is not critical to the design of the intersection to acquire the parcel, it could be provide some benefits including:

- a. ability to use land on the easterly side of the property (west side of Trapelo Rd) to potentially facilitate a northbound Left Turn Lane from Trapelo Rd to Forest Street
- b. ability to increase the radius between Forest St and Trapelo Rd (southbound)
- c. potential to eliminate Doty Street as a cut through street

A copy of the report will be forwarded to the Councilor for his use.

- U. Warren Street – Truck Restriction (9/11)
- V. Smith Street at Trapelo Road – Change in Lane Use (9/11)

W. Crescent Street Parking Lot – Dumpster (9/11)

Mr. Yousuf Raheem addressed the Commission concerning his need to use City land to place his dumpster. The Commission sought comments from various departments and the following was received:

Fire Department – no violation of Fire Codes

CPW – preferred to have trash compactor

Building Dept – lack of jurisdiction

Health Dept – a dumpster will lessen the trash issues that has been a problem. The following conditions must be met:

- 1: daily inspections
- 2: lids closed at all times
- 3: never overflowing
- 4: timely pick-ups
- 5: sanitized
- 6: no trash outside the dumpster
- 7: owner to maintain the area
- 8: owner responsible for rodent control
- 9: a written plan of action

The Commission voted to approve the request for Waltham India Market to place and maintain an 8 yard dumpster in the grass area of the Crescent Street parking Lot

- X. Beaver Street between 784 & 796 – Left Turn Restriction (9/11)
- Y. Trapelo Road near Waverley Oaks Road – Speed and Curve Signs (9/11)
- Z. 1265 Main Street – Redevelopment of Polaroid Site (9/11)
- AA. Relocation of Sign and Paint Division (9/11)

3. DEPARTMENT REPORTS:

- A. Parking Meter Report - New “Pay-By-Space” machines have been installed and we anticipate going “live” on November 1st. Efforts will be made to allow “consideration’ during the transition period.
- B. Forest Street at Trapelo Road – Update: RFP submissions due November 4th
- C. Traffic Engineer job postings – Update The City has received 10 applications. Five of the applicants have the proper licenses, although only two have Mass License. (The procedure to get a Mass License when an out of state license has been authorized is a simple matter of request and submission of the appropriate documents). **It was voted to review all the applications after November 1st and move forward with the hiring process.**
- D. Part-Time cleaning position for two parking garages. Position is being reposted. **Noted**
- E. Ice Rink Pedestrian Signal – Update Boston Properties reports a contract with J. Tropeano has been executed and the signal is expected to be completed by December 2.

- F. Graverson Playground Pedestrian Signal – Update – concrete pouring is being done this week (weather permitting) and final installation is expected by mid-November.
- G. Central Square Parking Deck – Building Maintenance Concerns. .A large chunk of concrete has fallen from the deck. Inspection has shown there are no safety issues at this time, however, maintenance on the structure needs to be done.
- H. Winter Street Bridge – Update – signal timing on Second Avenue is still an on-going “tweak”; the problems so far have been associated with the back-ups on I-95; improvements are being noted
- I. Traffic Consultant Funding – Project Priorities – GPI has forwarded its’ estimates for current projects. With the strong possibility, that a Traffic engineer will not be hired by January 2012, **it was voted to seek an additional appropriation.**

4: Late Item

A: Brandeis University Kindness Day Signs

Mr. Lucas Malo Director of Community Services, will be celebrating Kindness Week on November 7-11. He is requesting approval to post posting small signs (10 to 15 - 24”x18”) and a stand 6”x18” along the trim of campus on South Street. **Voted to approve this request.**

Attendance: All members, except Mr. Vokey (Medical), Acting Fire Chief Michael Quinn attended this meeting. Councilor Thomas Curtin (500 Trapelo Rd); Ms. Pam Nelson (Orange Street); Mr. Yousuf Raheem & Ms. M. Feeley (Health Dept) for (Crescent St Dumpster); Attorney Michael Connors, (468 Main St); Dr. Franklin Ching (110 Lexington St); Mr. Ryan Evans (Panera Bread Sign); Attorney Joseph Connors, (511 Totten Pond Rd.); City Purchasing Agent Mr. Joseph Pedulla (Towing)

Adjourned @ 11:08 AM

Respectfully Submitted
Frank S. Lombardo,
Clerk

Off Committee Speakers

Waltham Traffic Commission

Date of the Meeting:

Please Print

Name of Speaker	# Street, City	Affiliation i.e. Attorney - Abutter Interested party - Petitioner	For/Against Item No:
Thomas Curtin	City Hall	City Councilor	500 Trapelo Road
Pam Nelson	82 Orange Street	Petitioner	Handicapped Parking
Al May	82 Orange Street	Petitioner	Handicapped Parking
Franklin Ching	25 Ranger Rd Natick, MA	Traffic Consultant	110 Lexington Street
Yousef Raheem	315 moody Street	Petitioner	Crescent St Dumpster
Att. Michael R. Connors	6 Lexington Street	Attorney	468 Main St
Jeff Heidelberg	468 Main St	Eagle Rock Retail	468 Main St
Ron Murrer	56 Teresa Road Hopkinton		
Ryan Evans	1076 Lexington St	Attorney	Panera Bread
Att. Joe Connors	404 main Street	Attorney	511 Totten Pond Road
Mr. Joe Pedulla	City Hall	Chief Procurement Officer	Towing Contract