

**MINUTES OF THE TRAFFIC COMMISSION MEETING
HELD: JUNE 18, 2015 AT 10:00 A.M.
HENRY HOOVER COMMITTEE ROOM, CITY HALL**

**The Chair accepted a motion to accept the minutes of the previous meeting.
Voted to accept the minutes of the May meeting**

1. PETITIONED ITEMS:

A. Doo Wop Concert and Waltham Day – Suggestions

Mayor McCarthy will be holding the Doo Wop Concert on Saturday, August 15th from 5:30-9:30 PM. This event will be held on the Common with food available starting at 4:30 PM. In case of rain the event will be held at either the Waltham High School gymnasium or Kennedy Fieldhouse. The Waltham Day event will be held on Saturday, September 12th. This event will run from 10:00 AM-3:00 PM and will also be held on the Common. There is no rain date for this event. There are no anticipated issues that need to be addressed by the Traffic Commission.

B. Fourth of July – Parking Restrictions

Parking restrictions to be in effect 12 Noon to 12 Midnight. **Voted to approve the parking and street closures as requested for the annual fireworks event.**

C. Saint Jude Barnyard Bingo – Road Closures

This yearly event will be held on Saturday, October 3, 2015 with a rain date of Sunday, October 4th. **Voted to approve the closing of Waverley Oaks Road, Saturday October 3, 2015 from Linden St. to Beaver St. from 11:00 AM to 5:00 PM**

D. Edinburg Center Rock Into Recovery 5K Run/Walk

Ms. Holly Baab, Associate Director of Edinburg Center attended this meeting and is requesting permission for this event being held on Saturday, September 26, 2015. **Voted to accept the report from the Police Department and forward a recommendation to the Mayor's Office for a permit to issue.**

E. Central Square Parking Deck – Allow short term parking

Ms. Thalia Vitikos along with business owners on Main Street and Common Street are requesting 2 hour parking spaces be reinstalled in the deck. Ms. Vitikos stated that her elderly and handicapped patrons having a difficult time parking to get to needed services offered in her office and other associates. Traffic Engineer Mr. Garvin stated the area has sufficient short term parking and with the recently installed Pay Station System, confusion would result in returning the previous 2 hour parking. Member Mr. Kelly felt that short term parking should be returned. Member Ms. Cagle stated that capacity does not appear to be a problem. Member Mr. Magno spoke of the need to turn over parking spaces and the need for fees to be amended. **Voted to return short term parking that had previously existed; spaces 623-626 and 701-709 in the lower deck, and spaces 756-770 in the upper deck will be converted to 2 hour parking. The pay stations will be reprogrammed to only allow those spaces be restricted to 2 hours max. time limit.**

F. Prentice/Plympton/Tomlin/Irving – Proposed All Way STOP

Mr. Michel Provencher, 188 Hammond Street along with numerous residents are requesting this intersection become an All-Way Stop. Ms. Susan Tandy and Mr. Gary Morrison attended the meeting in support of this request. They cited traffic, accidents and confusion as reasons for the additional stop to be installed. Traffic engineer, Mr. Garvin reported previous requests had been denied due to the warrants not being met. He reviewed the last three years for accidents and found one per year; a total of three. The sight distance is more than adequate and the speed was found not to be excessive. The warrant requirements can't be met for an All-way stop to be allowed. Mr. Garvin did concur that the intersection should be viewed for possible redesign and improvements. Mayor McCarthy sent a letter of support to redesign this intersection and Councillor Waddick who was not present also was in support of this request. **Voted to table the item and in the meantime have Police enforce and have Traffic Engineer determine if the intersection should be considered for redesign and reconstruction.**

G. 245-249 High Street – Proposed Coffee Shop

Conley Associates has prepared a traffic study for this project. Councilor Stephen Rourke (Ward 7) and approximately 12 residents attended the meeting. The Councilor gave an explanation as the role of the Traffic Commission and it does not approve or disapprove a project. Ms. Jennifer Conley, Traffic Engineer for Conley Associates made a presentation relative to traffic that this project might create. The intersection of Hamblin/Cherry/High Street warrants a traffic signal. The intersection operates at LOS F (50 – 70 second delay). The proposed coffee shop will add approximately 89 AM peak time vehicles and 56 PM peak time vehicles. The report suggested that Hamblin Road be reversed, one-way, due to poor sight distances for vehicles traveling eastbound on High Street; the Commission expressed deep concerns with this suggestion. In addition, \$10,000. has been offered for the Traffic Infrastructure Fund

Traffic Engineer Mr. Garvin reported the TIS indicated two areas of concern:

- 1: the intersection operated at LOS F for Stop approach during both peak hours
- 2: the building location severely limits sight distance

He recommended that the Traffic Commission accept the Traffic Impact and Access Study for this project. Additionally, he recommended that High Street at Joyce/Hamblin be selected as an intersection for signalization. Member Mr. Kelly believes the cost could be around \$200,000 for a new signal at this location. Member Ms. Cagle commented that High Street is a heavy bike and bus route and the installation of a traffic signal would help pedestrians and bicyclist alike. Ms. Cagle also requested that bicycle parking be included on the site. When an RFP goes out for this traffic signal these issues can be addressed. **Voted to accept and add amendment to include bicycle parking on site. Forward the Traffic Impact Report to the Council for their deliberations on the issuance of a Special Permit and recommend that a Traffic Signal is needed at this location.**

H. City Employee Parking Placard

Library Director Kelly Lineham is requesting an Employee Parking Placard to conduct city business in her personal vehicle. **Voted to approve this request.**

2. TABLED ITEMS:

- A. Highland St. "Spur" at Curtis St. – Removal of "No Right Turn" Restriction (9/12)(10/12)
- B. Ellison Park traffic issues (9/13)(10/13)
- C. Main Street at Warren Street – Proposed Pedestrian Signal (10/13)
- D. Lowell Street at Washington Avenue – Traffic Study (6/14)(9/14)(10/14)

E. Appleton Street – Reinstallation of No Parking Except. Sunday & Holiday (6/14)
(Member Ms. Cagle excused herself for this item) Voted to place this item on File.

- F. Long Term Parking in City Lots (3/15)(4/15)

3. DEPARTMENT REPORTS:

A. Parking Meter Report - fund reported approximately down \$24,000.

B. Spruce Street and Walnut Street Parking Lot Reconstruction – Reconstruction nearing completion. The pay stations will be installed on Friday, June 19, 2015.

C. Cedar Street – Remove Parking on entire west side. The street is being reconstructed and there will not be ample room for two sided parking. **Voted to have the abutters from High Street to Cutter Street be notified that parking may be removed so they can have some input. (Traffic Engineering to notify.)**

D. Lincoln St. – Install Bike Lane from Lake St. to Wyman/Smith Sts. Thermoplastic road markings and a bike lane (both sides) to be added. **Voted to approve.**

E. "Tick Tock Trolley" beginning June 18th. This service will be on Thursday, Friday and Saturday nights after 6:00 PM. The route will start on Lexington Street, left onto Main St, right on Elm St., right on Carter St., left onto Moody St., right on Orange St. left on Adams St., left on Crescent St., left on Moody St to Common St and loop continues. Information only.

F. Bicycle Parking Guidelines. . Voted to approve with changes the new Bicycle Parking Standards. It is understood that this is a consideration, when applicable and not a requirement for a recommendation from the Traffic Commission relative to a Development Prospectus.

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

4: LATE ITEMS

A: RIVERFEST – Riverfest Committee member Sarah Hawkins is requesting 24 parking spaces at the Embassy Parking Lot on Saturday, June 20, 2015 from 10:00 AM to 8:00 PM for musicians and performers. Voted to approve this request. The Committee will

block off the area with traffic cones and issue permits to their vendors/musicians as needed.

B: REACH: Requesting 40 parking spaces at the Central Square Parking Deck on Saturday September 26, 2015. **Voted to approve this request**

Adj: 12:15 PM

Attendance: All members except Mr. Malone. Councilor Rourke, Ms. Jennifer Conley and several residents for High St., Ms. Susan Tandy and Mr. Gary Morrison for Plympton St.

Respectfully Submitted

Frank S. Lombardo, Clerk

**off Committee Speakers
Waltham Traffic Commission**

**Date of the Meeting: June 18, 2015
Please Print**

Name of Speaker	Address # Street, City	Item of Interest	Affiliation i.e. Attorney Abutter Interested party – Traffic Engineer Petitioner
Stephen Rourke	36 Riverview Ave	High St Traffic Study	Ward Councilor
Eileen Hirleky	279 Ash St	High St Traffic Study	Interested Party
Martha Hirleky	281 Ash St	High St Traffic Study	Interested Party
Connie Koutoujian	293 Ash St	High St Traffic Study	Interested Party
Sarah Hankins	103 Seminole Ave	Riverfest	Interested Party
Thalia Vitikos	675 Main St.	Parking Central Garage	Interested Party

Jamarea Blum	3 Common St	Parking Central Garage	Interested Party
Eugene Reardon	148 Hammond St	Parking Central Garage	Interested Party
Aditya Kadanbi	77 Ellison Ave	Parking Central Garage	Interested Party
Joe Donati	135 Beaver St	Parking Central Garage	Interested Party
Donna Kiliulis	25 Hamblin Rd	High St Traffic Study	Interested Party
Erik Kiliulis	25 Hamblin Road	High St Traffic Study	Interested Party
Gail Rogers	1040 Waltham St Lexington	Rock Into Recovery	Interested Party
Susan Tandy	28 Irving St	All-Way Stop	Interested Party
Jennifer Conley	Conley Associates	High St Traffic Study	Traffic Engineer
Gary Morrison	134 Plympton St.	All-Way Stop	Interested Party