

**MINUTES OF THE TRAFFIC COMMISSION MEETING  
HELD: NOVEMBER 17, 2016 AT 10:00 A.M.  
HENRY HOOVER COMMITTEE ROOM, CITY HALL**

**The Chair accepted a motion to approve the minutes of the October meeting.**

**1. PETITIONED ITEMS:**

**A. 7<sup>th</sup> Annual Moody Street 5K**

The Board of Directors of the Moody Street 5K Road Race are requesting permission for this event to be held on Sunday, May 7, 2017. Police Lt. Cavallaro reported there would be 1200-1500 participants. Side streets along the route (Moody Street) will be blocked with the assistance of the CPW and there will be Police presence. **Voted to recommend the Mayor issue a permit.**

**B. 440 Totten Pond Road – Removal of MBTA Bus Stop**

Mr. Eric Pearlman, owner of 440 Totten Pond Road is requesting this 70A bus stop be removed since a new bus stop has been installed in front of the Wolverine Building. Mr. Pearlman was present and discussed issues he is having with people around his business waiting for the bus stop. It was his understanding that once Wolverine opened with a new 70A bus stop and shelter roughly 380 feet west, that the bus stop at 440 Totten Pond Road would be removed. Discussion with Mr. Philip Groth, Transportation Planner with the MBTA reported that a new bus stop has been installed in the area and he agreed that this stop should have been removed once the new bus stop was in place. Member Catherine Cagle recommends that the MBTA do proper public notification before removing this bus stop. **Voted to remove the bus stop sign at 440 Totten Pond Road after proper MBTA notification to users.**

**C. 65 Main Street – Special Permit**

Mr. Alan Micale with Ayoub Engineering was present to discuss the expansion of the Shell Service Station including a Dunkin Donuts. The existing structure will be demolished and a new building constructed. The proposal will increase the store area from 2,338 square feet to 3,600 square feet. There will be two additional fueling positions, an increase from eight to ten. The existing right turn restriction onto Barbara Road will be retained from the original Special Permit and there will no change to the existing driveways. The traffic study indicated that the increase fuel station and store area will increase vehicle trips in the AM peak hour by 53 vehicles; PM peak hour by 23; and Saturday peak hour by 38. The proposed expansion will impact traffic volumes at the intersection of Gore, Warren and Barbara Road and the proponent has agreed to donate \$17,500. to the Traffic Safety and Infrastructure fund for the design or construction of this intersection. **Voted to accept the Transportation Impact Assessment submitted by Vanasse & Associates and forward it to the City Council for their deliberations.**

**D. 225 Waverley Oaks Road – Special Permit**

Mr. Alan Micale with Ayoub Engineering was present to discuss the expansion of the Shell Service Station including a Dunkin Donuts. The proponent is seeking to expand the fueling position from eight to twelve and the existing convenience store from 2,940 square feet to 3,600 square feet. The existing driveway will remain the same and will be posted with STOP signs. The traffic study indicates that these additions will add 63 AM peak hour trips, 34 PM peak hour trips and 54 Saturday peak hour trips. The additional traffic volumes will not significantly affect traffic operations, however, the proponent will contribute \$17,500. to the Traffic Safety and Infrastructure fund that can be used towards replacing the signal heads across Waverley Oaks Road and Beaver Street. **Voted to accept the Transportation Impact Assessment submitted by Vanasse & Associates and forward it to the City Council for their deliberations.**

**E. 17 Prospect Street – Zone Change**

Ms. Jennifer Conley representing WSP/Parsons Brinckerhoff, along with Paul Finger presented the information regarding this project. The proponent spoke concerning the “by right” use of Business B, allowing commercial office buildings, retail stores, hotel, or multifamily residential. Under the present existing zoning the maximum PM peak hour trips is 35 and Saturday peak hour is 43. Under the proposed zone change the PM peak hour would be 36 and the Saturday peak hour would be 45. Modifying the zoning would not have a significant impact on traffic. If approved by the City Council, they will return for a Special Permit application to building

this project. **Voted to accept the Zone Change submitted by WSP/Parsons Brinkerhoff and forward it to the City Council for their deliberations.**

**F. Wyman Street – Proposed Pedestrian RRFB & Speed Study**

Hobbs Brook Management is requesting both items be discussed and they are willing to fund both items. Traffic Engineer Mr. Garvin agreed that the RRFB will give the motorist some indication that a pedestrian is crossing. Hobbs Brook agreed to pay for the installation of the pedestrian RRFB. Member Mr. Kelly, expressed concerns with “sight distance” due to a hill which could obstruct the motorist view. Consideration should be given to install a mast arm over the street. **Voted to allow Hobbs Brook to install the RRFB and to review the “sight distance” with City Traffic Engineer, Mr. Garvin, and Member & Wires Inspector Tim Kelly to determine if a mast arm is appropriate. Member Catherine Cagle would like other options considered including lights in road, textured pavement, paint markings, etc. (Note: Mr. Kelly voted as opposed).**

**2. TABLED ITEMS: No items taken off the table**

- A. Highland St. “Spur” at Curtis St. – Removal of “No Right Turn” Restriction (9/12)(10/12)(5/16)(6/16)
- B. Main Street at Warren Street – Proposed Pedestrian Signal (10/13)
- C. Valet Parking in Downtown Area (11/15)
- D. Forest Street – Crosswalks and Bicycle Markings (11/15)(5/16)
- E. Amend Art. 5, Sec. 18 GVW (3/16)
- F. Parking Near Driveways (4/16)
- G. Massasoit Street – Proposed Truck Restriction (9/16)
- H. Winter St. & Wyman St. area – Traffic Improvements (9/16)
- I. Whittemore Elementary School – Student Drop-off and Pick-up (9/16)
- J. Lowell St. at Ash St. – Traffic Study for 4-Way STOP (10/16)

**3. DEPARTMENT REPORTS:**

- A. Parking Meter Report: collections are up approximately \$10K from same time last year.
- B. Transportation Master Plan – Update Preliminary draft has been submitted. The Mayor, City Councillors and Commission members received a copy of the report. The full document has been posted on the City’s web site and may be downloaded as well. There is a 30 day review and comment period ending December 14. The Traffic Consultant will review all comments and update the report as needed. The final study will be released with a presentation to City Council. Traffic Commission will discuss the plan at the next meeting.
- C. Main St. and Moody St. Sidewalk Project – Update sign inventory has still not been received by the Mayor’s office. Once the Mayor submits her sign inventory, Traffic Engineering can resume installing the missing signs.
- D. **Hollace Street at Wilbur Street – Replace Yield sign with STOP control.** Upon investigation by the Traffic Engineer, Mr. Garvin he recommended that the “Yield” be changed to a “Stop” A review of the accident history indicated “failure to Yield” was the major cause with one accident per year from 2011-2014. **Voted to accept the recommendation and amend the rules as follows:**

**Delete in Schedule 12 (Yield Signs) - Hollace St, at Wilbur facing Northbound and Southbound traffic**  
**Add to Schedule 11 (Stop Signs) - Hollace St, at Wilbur facing Northbound and Southbound traffic**

**E. Time Limits for Loading Zones in Downtown Area.** At last month's meeting the Commission voted to install a Loading Zone on Moody Street for the Merc Building. In order to be consistent the Traffic Engineer, Mr. Garvin recommended the other existing loading zones be restricted to the same time limitations.

**Voted to amend Schedule 5 Loading Zones as follows:**

**Delete:**

**Moody St., west side, between Chestnut St. and Maple St., 24 hrs. /day, 7 days/week.**

**Crescent St., south side, in front of # 12, 24 hrs. /day, 7 days/week.**

**Spruce St., north side, between 60 ft. west of Moody St. and 115 feet west of Moody St., 24 hrs. /day, 7 days/week.**

**Add:**

**Moody St., west side, between Chestnut St. and Maple St., Mon-Sat 7am-5pm; Sun 9am-1pm**

**Crescent St., south side, in front of # 12, Mon-Sat 7am-5pm; Sun 9am-1pm**

**Spruce St., north side, between 60 ft. west of Moody St. and 115 feet west of Moody St., Mon-Sat 7am-5pm; Sun 9am-1pm**

**Adjourned @ 10:40 AM**

**Attendance: Absent members Mr. Malone and Mr. Chiasson. Petitioner Mr. Eric Pearlman; Consultants Mr. Paul Finger, Ms. Jennifer Conley, Mr. Giles Ham and Mr. Alan Micale**

**Respectfully Submitted**

**Frank S. Lombardo  
Clerk**

