

**MINUTES OF THE TRAFFIC COMMISSION MEETING
HELD ON: MAY 21, 2020 AT 10:00 A.M.
ZOOM VIRTUAL MEETING**

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

1. PETITIONED ITEMS:

A. Spruce St. – 5 Minute Parking

Mayor McCarthy is requesting this be on the agenda. This would be in front of the Post Office. Mayor McCarthy spoke in favor of this item along with Councillors McMinimen and LaCava. **Voted to table and direct the Traffic Engineer conduct a parking study and report back to the Commission with his findings. The study will take place once traffic volumes return to normal.**

B. Crescent St. at Cherry St. – Proposed RRFB

Councillor Harris is requesting that a traffic and pedestrian safety study be conducted for consideration of an RRFB. There is a Yield sign located at the intersection of Crescent/Prospect Sts. that will be reviewed to determine if there is another alternative that should be considered. **Voted to have the Traffic Engineer conduct a pedestrian safety study and report back to the Commission with his findings. The study will take place once traffic volumes return to normal.**

C. Hall St. & Lowell St. – Striping for Parking

Councillor Paz is requesting the parking areas be striped on both Hall St. and Lowell St. Councillor Paz stated these locations are congested and inaccessible to many residents. He feels that by making the parking more visible and better organized it will help make better use of the available parking. **Voted to table and evaluate the two streets, including a survey of parking occupancy and speeds to determine whether parking lines are advisable. The study will take place once traffic volumes return to normal.**

D. Pine St. – Change 15 Minute Parking Restriction

Councilor Paz is requesting that the parking restriction have the time and days removed and just have 15 minute parking. Traffic Engineer Mr. Garvin agreed that the exception for Sundays and Holidays is unacceptable. He recommended the change to all day, every day. **Voted to amend Schedule One ,Parking Restrictions as follows:**

Delete: Pine Street from Lowell Street to 110' E of Lowell St., 15 minute parking 8am to 6pm, except Sun & Holi

Add: Pine Street from Lowell Street to 110' E of Lowell St., 15 minute parking

E. Lowell St. at Cushing St. – Proposed All-Way STOP

Councilor Paz is requesting an All-Way STOP at this intersection. Councillor Paz reported residents state many near disasters at this location. **Voted to have the Traffic Engineer study the intersection and report his findings at a future meeting. The study will take place once traffic volumes return to normal.**

F. Proposed RRFB's for Main St./Lafayette St. and Gore St./Lawndale Ave.

Councilor LaCava is requesting RRFB's at these two locations. The intersection at Gore St./Lawndale Ave. has received many complaints due to the existing traffic on Gore Street. Main St./Lafayette is close to Main/Willow Sts. which is a signalized intersection with pedestrian signals. If crossing at Lafayette St. it would require the pedestrian to cross four lanes of traffic. **Voted to**

table and direct the Traffic Engineer to study both locations and report his findings at a future meeting. The study will take place once traffic volumes return to normal.

G MBTA Bus Stop Installation and Replacement Initiative

Brian Francis, Senior Transportation Planner, MBTA presented this item. The MBTA conducted a systemwide review of bus stops and identified three locations for additional signage in order to enable the bus driver to pull into and out of the bus stop.

The Commission elected to review and vote on each stop individually.

1: 184 Hammond Street – just south of Summit Street (an existing Bus Stop).

Voted to add a sign post 60 feet in front of the utility pole so there could be a front and a back sign.

2: Crescent Street at Walnut Street (an existing Bust Stop) - - Voted to place a sign 50 feet north of Walnut Street and to place the back bus stop sign on a new post just north of Walnut Street

3: Crescent Street at Woerd Ave (an existing Bus Stop) - - The request is to place the Bus Stop between two utility poles that have an existing crosswalk and a driveway. The present stop is located between two driveways and appears to work very well. Voted to deny this request.

H. 849 Main St. (Joe Sent Me) – Reserved On-Street Space for Pick-Up

Mr. Sandy McCullough from Joe Sent Me is requesting a spot in front of his restaurant to accommodate food pick-up service. Mr. McCullough spoke in favor of this request. Considering the existing pandemic, it was agreed that a temporary space for customer pick-up is appropriate. **Voted to approve one parking space and Joe Sent Me will provide portable signs to designate a parking space for a temporary period.**

I. 1256 Main St. – Traffic Impact Report

Royalston Farm presented their traffic study regarding a proposed marijuana facility. Attorney Michael Connors spoke on behalf of Waltham Cannabis. The building is located just west of the Market Basket driveway, at Cutting Lane. Cutting Lane is one-way northbound in this area and has a restriction for a right turn only onto Main Street. The southern section is two way and intersects with Stow Street. The site plan calls for the existing driveway on Main Street will be one-way in. Cutting Lane will have the only exit with a left turn only (street is one-way at this location), and will also have entrance for vehicles using Stow Street. The size of the existing building will be reduced from the current 6,400 sf to 3,584sf. It will have 18 on-site parking spaced. The initial traffic generation would be considerable, due to the novelty of this proposal. Trip Generation Rates after the initial opening, are expected to be 52 vehicle trips in the weekday PM peak and 87 vehicle trips in the Saturday peak hour. The Traffic Engineer expressed concern whether the 18 parking spaces proposed on site would be adequate to handle the expected numbers of vehicles arriving at the site; certainly, for the opening weekend. All members agreed that limited amount of parking is an issue. Member Mr. Waddick had concerns about the “cul-de-sac” of Stow Street and if this proposal would present a problem. Member Ms. Cagle stated that bicycle and pedestrian traffic had not been addressed. Proponent Mr. Muller stated that he intended initially limit customers to purchase by “appointment only” and would consult with the Police for a “detail” to assist in any traffic issues. It was noted that all the conditions for an application have been met. Our concerns can be addressed by special conditions voted of the Special Permit.

Voted to accept the traffic study submitted by Ron Miller & Associates and forward it to the City Council for their deliberations. A letter, drafted by the Traffic Engineer, will also be sent expressing our concerns, particularly parking that will have an effect the area residents.

J. 200 West St. Kathleen Keen with VHB presented revisions to the site plan for approval. Ms. Keen reported the plan to expand on this location has been increased from 120,000 sf to 126,000 sf. of Office Space. This alone, will not a significant affect on the traffic impacts presented In the previous plan. **Voted to accept the traffic study submitted by VHB and forward it to the City Council for their deliberations.**

K. Third Ave. Design Plan

Rob Nagi with VHB presented the 75/100% plans for approval. Mr. Nagi updated the Commission and reported the Traffic Control Agreement now indicates that the two traffic signals (Third Ave/Prospect Hill Ln., and Totten Pond Rd./Winter St./Third Ave/Wyman St) are to be owned, operated, and maintained by MassDOT, rather than the City. **Voted to approve the plans for the new signals at Third Ave/Prospect Hill Ln, and the revised traffic signal at Totten Pond Rd. / Winter St. / Third Ave / Wyman St, and the associated pavement markings/sign plan**

L. 51 Linden St. – Bank of America Kiosk

Andrew Villari with Stonefield Engineering presented the traffic study for this project. The proposal is to install a Bank of America Automatic Teller Machine (ATM) in the plaza parking lot. It is drive-up ATM only (no walk-in bank services) via a one-way drive-up lane south of the westerly Linden Street driveway. Stonefield Engineering & Design completed the traffic study which states the project is expected to generate 9 vehicle trips in the AM peak hour and 27 vehicle trips in the peak PM peak hour which is expected to be “pass-by” trips. The Levels of Service at each of the study intersections re projected to remain the same as they would be without the project. Traffic engineer, Mr. Garvin recommended the study be accepted. **Voted to accept the traffic study submitted by Stonefield Engineering & Design and forward it to the City Council for their deliberations**

M. Brightwood Rd. at Rose Hill Way – Proposed STOP sign

Marie Sweder, # 116 Rose Hill Way along with other neighbors are requesting a STOP sign. Traffic Engineer Mr. Garvin recommended a study. **Voted to have the Traffic Engineer study the intersection and report his findings at a future meeting**

N. 18 Bennett St. – Proposed Disabled Parking Space

Ms. Giuseppa Alagna, # 18 Bennett St. is requesting a Disabled Parking space in front of her home. After a recommendation from Mr. Johnson, Chair of the Waltham Disability Services Commission, **it was voted to deny this request. (Note: petitioner’s daughter was notified of recommendation).**

O. Moody St. Advance RR Crossing and No Train Horn signs required

Dept. of Transportation Federal RR Admin. Inspected our four RR crossings and found signs were missing.

“Inspections in Waltham’s quiet zone consisted of four grade crossings at Beaver Street, Elm Street, Moody Street and South Street. The north highway approach to Elm Street is missing the W10-9, no train horn sign. The south highway approach to Moody Street is missing both the W10-1 advanced warning sign and the W10-9 no train horn sign. CFR part 22 requires the signs be installed and maintained by the community that established the quiet zone. The town of Waltham was notified about the requirement and a follow up inspection will be conducted to verify that the signs have been installed”

Voted to install the signs on Elm Street as needed. In addition, the Traffic Engineer is directed to forward the Sign Approval Permit to the Mayor for approval, for the signs on Moody Street.

2. TABLED ITEMS:

- A. Highland St. "Spur" at Curtis St. – Removal of "No Right Turn" Restriction (9/12)(10/12)(5/16)(6/16)
- B. Totten Pond Rd. at Veterans Memorial Ice Rink – Proposed Traffic Signal (2/18)(4/18)
- C. Derby St. at Lowell St. – Traffic Improvements (9/18)
- D. Warren St. – Traffic Safety Issues (5/19)
- E. Elson Rd. Parking Study (6/19)(10/19)
- F. # 80-86 Orange St. – Whalen Housing Authority (9/19)
- G. Trapelo Rd. at Our Lady's Church – Crosswalk Options (12/19)
- H. Lexington St. – Dedicated Bicycle Lane (12/19)
- I. Review Citywide Street Widths for Minimum 25 feet width (12/19)
- J. Trapelo Rd. at Graverson Playground – Possible Raised Table (12/19)

Voted to remove from the table.

- K. **Crescent St. Parking Lot Dumpster Issue – 90 Day Warning Expires April 14th (1/20)**
Since there have been no further complaints regarding the dumpster it was voted to place on file.
- L. 25 Lexington St. – Mid-Block Crosswalk & RRFB (2/20)
- M. Cutting Ln. at Stow St. – Proposed RRFB (2/20)

3. DEPARTMENT REPORTS:

- A. Parking Meter Report – Meter collections have been reduced by \$69,000.
- B. Piety Corner – Update – house has been demolished and plans are proceeding. Eversource needs to approve utility pole locations. Mr. Kelly will set up a meeting with Eversource.
- C. High/Joyce/Hamblin – Update – overhead signals have been installed and placed on flash; 30 day trial period
- D. City Wide Speed Study Results
The speed study conducted for the "Citywide Speed Limit 25 Unless Otherwise Posted" that is required to post streets that should not be considered for a 25 MPH speed limit had the following recommendations, based on 85th percentile speeds:

1: Bear Hill Road / Second Avenue	35 MPH
2: Beaver Street	40 MPH Lexington St – Waverley Oaks Rd 35 MPH Waverley Oaks Rd to Warren St
3: Forest Street	40 MPH entire length
4: Lexington Street	25 MPH Main St to School St 30 MPH School St to Totten Pond Rd 40 MPH Totten Pond Rd to Lake St 30 MPH Lake St to Lexington Town Line

5: Main Street

35 MPH Weston Town Line to Prospect Hill Road
25 MPH Prospect Hill Rd to Linden Street
40 MPH Linden Street to Watertown Town Line

6: South Street

35 MPH Weston Town Line to Highland Street
30 MPH from Highland Street to Weston Street

If the study is submitted to Mass DOT these will be the recommendations that the Traffic Commission would be required to take vote. Traffic Engineer, Mr. Garvin recommended the results of the study be submitted to Mass DOT for review and include the City's speed study's recommendations. Mayor McCarthy and several of the Councillors expressed concern that some locations would have a 40 MPH posted speed and that is too high. Councillors McMemimen and Darcy raised concerns about the speed on Lexington Street, Forest Street and Trapelo Road. Traffic Engineer, Mr. Garvin explained that streets that are presently posted would not have the speed limit changed to a 25 MPH City-Wide Limit. The posted speed limit will remain in effect; only unposted streets, would be limited to 25 MPH. Approximately 19 streets and locations were identified, as possibly not suited for a 25 MPH speed limit. These streets needed to have a speed study to determine what the 85th percent speed limit should be. Six of the identified streets have locations that require a posted speed in excess of the 25 MPH; City-Wide-Limit. This information must be submitted MassDOT along with our request to create a City-Wide 25 MPH speed limit. Commission members expressed concern with posting some of these street locations with a 40 MPH limit. Presently, all unposted streets in the city are considered "Thickly Settled" areas.

It was voted to table and not submit a request to MassDOT at this time.

LATE FILED ITEM(S) THAT CAME BEFORE THE COMMISSION.

4: Late Filed Items

A: Modifications for Small Businesses

Mayor McCarthy is requesting from Thursdays through Sundays, the use of Embassy Park, a portion of Crescent Street and Spruce Street Parking Lot, Moody Street (west side) parking lane from Pine Street Crescent St (Derby St) for use by the downtown restaurants and businesses to conduct activities to help recover from the pandemic. In addition, the use of Main Street parking lanes needs consideration. Councillors Harris and Vidal, expressed support to allow the businesses the opportunity to use areas. Consideration to make downtown Moody Street a marketplace was discussed. Mr. Wayne Brasco, Waltham Licensing Commission also supported this assistance. Commission members all expressed concern supporting the businesses for assistance and the need for quick action. **Voted to have the Traffic Engineer, Mr. Garvin chair a committee from the downtown partnership and as soon as possible make a recommendation.**

B: Mr. Leo Keightley Farmers' Market is requesting to **waive the parking fees** for Vendors Only at the Central Square Parking Deck upper deck only on Saturdays beginning in June and ending at the end of October. The Healthy Waltham group is using Saint Mary's Catholic Church parking lot on Pond Street for food distribution during the COVID-19 economic disruption. This space has been used by WFM vendors. **Voted to approve this request and waive parking fees for vendors who display the authorized parking permit.**

Voted to Adjourned @ 1:25 PM

Attendance: All members except Mr. Kelly

This was an open Zoom Virtual meeting with many attendees. The following spoke concerning these items.

Mayor McCarthy; Councillor McMemimen; Councillor LaCava; Councillor Darcy; Councillor Harris; Councillor Vidal; Councillor Paz; Councillor Harris; Mr. Leo Keightley; Mr. Robert Fitzgerald; Ms. Andrea Smith; Ms. Kristen Brian; Mr. Rob Nagi; Mr. Wayne Brasco; Mr. Doug Waybright; Att. Michael Connors; Mr. Ron Miller; Ms. Kathleen Keen.

Respectfully Submitted

**Frank S. Lombardo
Clerk**