

**City of Salem
Traffic and Parking Commission
Meeting Minutes
Thursday, April 6, 2017**

A joint meeting of the Salem Traffic and Parking Commission with the Bicycle Advisory Committee was held on Thursday, April 6, 2017 at 6:30pm at 120 Washington Street, Salem, MA. Present were Commissioners Jamie Metsch, Eric Papetti, and Tanya Stepasiuk. Commissioner Eric Papetti was absent. Also present were Director of Traffic and Parking, Matt Smith, and Councilor-at-Large Tom Furey.

1. CALL TO ORDER

Ms. Stepasiuk called the meeting to order at 6:33pm.

2. PUBLIC COMMENTS

Josh Turiel, Ward 5 City Councilor, requested that the Traffic and Parking Commission look at parking around the garage business at Hancock and Canal. In the past, the business stored some vehicles on Canal Street, which was somewhat problematic, but with construction, cars are now parking on Hancock Street and around the corner, which is causing neighborhood concerns and safety issues. A recommendation for appropriate restrictions would be welcomed, including “No commercial parking” or “Resident Only”. Anything the Traffic and Parking Commission comes up with would be appreciated. Ms. Stepasiuk suggested to place the topic on the agenda for next meeting. Director of Traffic and Parking, Matt Smith will look at potential enforcement – no commercial, resident only, or others.

Joyce Kenney, 285 Lafayette. Traffic lights at corner of Ocean and Lafayette are still out. This is a safety issue for pedestrians. Mr. Smith informed the Commission that the City Electrician is aware and working to fix the problem.

3. TRAFFIC AND PARKING COMMISSION (ONLY) NEW/OLD BUSINESS

Ms. Stepasiuk informed the group.

- a. **Handicapped Parking Recommendation, 39 Upham Street:** Handicapped Parking Space. Lieutenant Preczewski would recommend and approve this. Mr. Papetti asked what was required to demonstrate need. Mr. Smith said you must qualify for a handicapped plate of tag. Lt. Preczewski does the research and makes a recommendation. Ms. Stepasiuk suggested that residents can request this from their Ward Councilor, or can come directly to the Traffic and Parking Commission. Mr. Metsch asked about the process for removing handicapped parking spaces once they are no longer used.

Recommendation: Commissioner Metsch made a motion to recommend approval of the space. Mr. Papetti seconded. Commission voter 3 in favor, 0 opposed.

- b. **Derby Street 20mph Special Speed Zone, Derby Street.** Mr. Smith summarized the issue to reduce the speed limit to 20 mph on Derby Street from the intersection of Congress Street to the intersection of Fort Avenue. The street is currently signed as a 20mph zone; however, this was

never officially adopted into ordinance. Lt. Preczewski recommends to make this official. The Municipal Modernization Act allows a municipality to adopt a Special 20 mph zone in areas that include parks and other high pedestrian areas. This area would qualify. Mr. Papetti suggested that this is a good time to do this given the striping that will occur to include bicycles.

Recommendation: Mr. Metsch made a motion to recommend the change to officially make the speed limit 20mph along this stretch. Mr. Papetti seconded. Commission approved to recommend the change with 3 in favor and 0 opposed.

- c. **Gedney Street / Holyoke Square / Zone 1 Parking** - Mr. Smith provided an updated summary about parking in the Gedney Street, Holyoke Square and Riley Plaza parking. Councilor Famico provided overview of OLLA committee meeting which would allow the study of the area for bus parking to continue while the Commission studies the area. This will return to committee in June. Mr. Smith provided an update on the parking utilization and findings. Findings included:
- i. Multiple zones are problematic and don't work for several businesses
 - ii. Enforcement was recently added and has been effective.
 - iii. Enforcement is difficult because short and manual (no meters, different time zones)
 - iv. Riley plaza highly underutilized
 - v. Gedney Street parking availability – at least one space always avail – enforcement working
 - vi. Bus parking spaces not used by autos even though allowed temporarily
 - vii. Metered spaces in Riley Plaza always available. At least 2, but as many as 7
 - viii. Norman Street meters one block away had a minimum of 2 spaces available
 - ix. Post Office users for the most part no longer using the spaces
 - x. Business owners have said that enforcement is working
 - xi. Openness to meters – 2hr, not 4 would be acceptable

Recommendations would be to increase 15-minute spaces to 30-minute to assist businesses. Take 30-minute parking to 1 or 2 hours – metered eventually; and increase number of passes in Holyoke Square. Meters or kiosks were recommended for the area as a more effective way to encourage turnover, reduce staff need to enforce (meters are more time efficient for staff time), and because it was initially recommended in 2010 Parking Study. From a cost perspective, kiosks would be a cost benefit over meters long-term. Mr. Metsch said since there is some agreement that meters would be okay that we should pursue this.

Councilor Famico added that areas of Gedney and Broad have resident parking. It might be good to better understand who is parking where at night and in other areas. Adding handicapped parking closer to Post Office, and study loading zones is also needed.

Permits not included in this right now. Norman Street condo passes only get Monday-Saturday, so Sundays are problematic. This should be looked at as well.

Mr. Smith said that this was only an update, but would be providing a recommendation later in the summer. Mr. Metsch said that meters should be encouraged. That would be his

recommendation when it comes to that point. Ms. Stepasiuk agreed it's a question of resources and staffing, and that in the long term, meters are likely more cost effective.

4. JOINT MEETING: TRAFFIC AND PARKING COMMISSION AND BICYCLE ADVISORY COMMITTEE

Tanya Stepasiuk called joint meeting into order for Traffic and Parking Commission. Eric Papetti called meeting into order for the Bicycling Advisory Committee. Richard Frank, Michael Jaros, Joseph O'Neill, Eric Papetti, Dan Shuman, Kylie Sullivan and Michael Williamson were present.

a. MassWorks Bridge Street "Complete Streets" Reconstruction.

Ms. Stepasiuk explained that the both the Traffic and Parking Commission and Bicycle Advisory Committee were asked to come to consensus on a preferred cross-section design concept for the Bridge Street reconstruction project.

Andrew Shapiro provided project overview. The MassWorks Complete Streets redesign and construction will support several housing developments in the area and extend a previous complete streets project along Goodhue Avenue and Grove Street. The purpose of the meeting is to inform the roadway design by selecting the preferred cross section alternative (out of 4) developed by Stantec.

Gary Hebert of Stantec (City's consultant on the project) provided an overview of each alternative with graphics depicting each.

Traffic and Parking Commission/Bicycle Advisory Committee Comments included:

- General support for Alternative A's separated two-way multiuse path on the north side of Bridge.
- General support for segment A-A of Alternative B, but not for south side of segment A-A, where no bicycle amenity is provided.
- In areas where no bicycle accommodations are shown, look to reduce car travel lane width where possible to provide them (if possible).
- Alternative C was ruled out. Commission and Committee members supported inclusion of bike lanes along entire project area, but preferred the separated facilities in Alternatives A and B.
- Alternative D was ruled out due to lack of continuous bike lane on south side.
- Some wanted to remove trees if it allowed for improved bike lanes. Others believed trees were important.
- Emphasis to ensure width of separated two-way lane was no less than 10 feet wide.
- Making sure that bike lanes/paths are separated wherever possible.
- Preference for bike lanes on both sides of roads.

Public Comments:

- Joyce Kenney – The area floods and this must be considered in the final plans.
- Councilor Famico – Concern that still not known what is happening at Boston and Bridge Street and where pedestrian facilities will be located, and to take into account conditions from Planning Board regarding the Gateway project planning. Need to coordinate and understand where people are crossing. Relocation of utility poles also needs to be coordinated, and make sure they are handicap accessible, and that site lines are appropriate. Landscaping is also a concern – e.g. roots and how they will affect elements.

- Councilor Turiel – From design perspective, Leslie Retreat Park is a good transit connection because it links Commercial Street, MBTA and this area. Also noted that Boston Street is the next design process - just starting but need to make sure its interconnected with this. Connections are important that design is open/flexible enough to work with whatever comes out of that. Doesn't want to see this end up as something incompatible with future plans for Boston Street. For this stretch, preference is for separation of lanes, and shared use since it's a shorter stretch (1/4-mile)

Final Discussion:

- Gary Hebert stressed all feedback received will inform the design process. The next step is a 25% design.
- Traffic and Parking Commission and Bicycle Advisory Committee recommended a hybrid of Schemes A and B which would provide a separated two-way multiuse lane on the northern side from Flint to the Storage facility, and one way separated lane from Storage Facility to Goodhue, with the southern side holding a one-way separated bike lane from Boston Street to end of Gateway Center (roughly), transitioning to an on road (if necessary – separated would be preferred), one-way bike lane from the Community Life Center. The recommendation is contingent on review at the 25% design phase.

The Joint Meeting Adjourned.

RESUMING OF TRAFFIC AND PARKING COMMISSION REGULAR MEETING

5. TRAFFIC AND PARKING DIRECTOR MONTHLY UPDATE

Matt Smith, Director of Traffic and Parking, presented his monthly update. Discussed were January 2017 parking revenues from garages, lots, meters and enforcement.

- a) **Derby Street Restriping** – City Engineer, David Knowlton brought on VHB to create bicycle and pedestrian striping plans. These will be implemented in June.
- b) **Downtown Bicycle Lanes** – Awaiting revised plans from Toole Design Group. Will bring to June meeting.
- c) **Spring Restriping/ Repaving** – One project on the list according to City Engineer David Knowlton, the full repaving of Jefferson Avenue. David Knowlton working on this and will incorporate complete streets upgrades. Mr. Papetti commented that in Fall 2016, met with David Knowlton about final pavement plans in Spring. David Knowlton agreed, but no additional input. The process is lacking – no transparency (decision making) or follow ups. Mr. Papetti commented that we are not to be doing color backed cross-walks. FWHA specifically says we are not to do them. More confusing is the green color, which is the standard for bike lanes. Mr. Smith added that this is problematic as well because multiple uses are painted green – sidewalks, bus spots, etc. Will address on all future projects to create a citywide standard.
- d) **Zagster Bike Share** – Zagster Bike Share launching May 16th with three stations – Front Street/Washington Street; Federal Street/MBTA; Salem Ferry. Salem State will be coming on board to sponsor a station this summer on their campus in July. Ongoing discussions with potential sponsors to come on board to add two more stations, and possibly more in the future. The unofficial goal would be to have 10-15 stations within a year.

- e) **Complete Streets Prioritization** – Priority list completed and submitted to MassDOT as a requirement for funding program.
- f) **Traffic and Parking Regulations** – Mr. Smith met with City Solicitor and is working on final submission to City Council. Will be submitted sometime in early May. The Regulations proposal would then go to the OLLA Committee (Ordinances, Licensing and Legal Affairs Committee)
- g) **Project Tracking** – Mr. Smith is putting together a list of all transportation projects in the city. Goal is to have a formal document for tracking all projects and to provide updates. Ms. Stepasiuk recommended putting this list up online. Mr. Papetti suggested a simplified list that could go up on Building Salem so residents and stakeholders are aware of what is going on. Ms. Stepasiuk recommended all studies related to transportation go up online. Mr. Papetti referred Commissioners to the city website where most plans are posted; however, many are out of date.
- h) **Working Groups** – Commission discussed idea of establishing internal working groups, or those with interested citizens/stakeholders, to address bigger issues – to do research, interviewing, etc. – to dig deeper and accomplish key tasks. Working Groups would work outside regularly scheduled meetings, and then report to entire group. This would help support Traffic and Parking Director. Ideas included enforcement, downtown, neighborhood issues, and transit. Commission decided to continue discussion at May meeting.

MEETING MINUTES

Commission decided to delay approval until the May meeting given the absence of Lt. Preczewski and Mr. Downing.

6. ADJOURNMENT

9:11pm. Meeting adjourned.