

**Traffic Safety Committee**  
**January 28, 2019**

Present were: Chair Rozek, Council Members Theberge, Remillard, Otis (5:35 p.m.) and Morgan Allain (5:40 p.m.)

Others present: City Manager James Wheeler, Public Works Director Eric Grenier, City Clerk Shelli Fortin, Assistant Chief Dan Buteau, Claire Stiles, Councilor Gentili, Housing Coordinator Northern Human Services Justin Lessard, and Ralph Collins

Chair Rozek called the meeting to order at 5:36 p.m.

Councilor Theberge moved to accept the minutes of the January 14, 2019 Traffic Safety Committee meeting; Councilor Otis seconded and the motion carried.

**Handicap Parking at 345 Willard St**

Chair Rozek noted that this meeting is to work on the incomplete items from the last agenda. He read a letter from Justin Lessard requesting a handicap parking space at 345 Willard Street. His client uses a modified wheelchair lift and lacks a designated parking space in front of her home. Public Works Director Eric Grenier was asked to review the area.

Mr. Grenier explained that he lives nearby and was able to observe the property at different times. He saw that most of the time, the space is available; however during school events, traffic backs up and spaces on both sides in both directions are taken. Councilor Remillard confirmed that the van is parked off street. Mr. Lessard noted that when there is snow below the lift, it cannot fully engage.

Chair Rozek read the proposed ground rules for handicap signage and asked for comments.

Ground rules proposed:

- It shall be the responsibility of the individual/party seeking on-street ADA parking accommodations to provide reasonable information and justification that such accommodations are required;
- Businesses, non-profit organizations, and other entities with available off-street parking areas will not be granted dedicated on-street ADA parking areas, unless special hardship circumstances can be documented and justified. Such instances will be reviewed on a case-by-case basis.
- Locations approved prior to implementation of this policy shall be grandfathered. The locations approved prior to implementation of this policy are as identified in Sec. 15-79 Parking Spaces Reserved for the Disabled per Chapter 15 – Traffic Ordinance. These approvals shall not set precedence for future approvals.
- On street ADA parking spaces for private residences will be reviewed on a case-by-case basis.

- Approvals may be subject to annual review to determine if the space is still required. If the space is deemed to not be necessary, Public Works reserves the right to remove the on-street ADA parking space as warranted
- Each request will be reviewed by the Traffic & Safety Committee to determine if an on-street ADA parking space is necessary and warranted. Items to be considered are (including but not limited to) zoning, existing traffic congestion, driveway/property hardship, etc.
- Should the Committee determine a space is warranted, the property owner will bear the cost of installation and maintenance of said approval including materials and labor. The Public Works Department will not be responsible for winter maintenance/snow removal outside of current practices (i.e. dedicated shoveling and/or snow removal, sand or salting). Property owner will bear the responsibility and expenses related to winter maintenance for dedicated parking space.

Chair Rozek stressed that currently there is no policy to follow. He asked for a motion that the committee adopt this criteria and bring it to Council for adoption. Councilor Theberge asked if 345 Willard Street is for sale and Mr. Lessard replied that as far as he knows, it is not; the residents have been there for several years.

Councilor Morgan Allain moved with a second from Councilor Otis to adopt the criteria for presentation to the City Council.

In discussion, Mr. Grenier noted that ADA spaces have requirements that make them ADA compliant. There are unanswered questions such as, will the city have to provide tip downs on sidewalks; is it possible to defer the maintenance to another party.

Councilor Remillard stated that there is good pavement at the residence and a two car garage. There appears to be accessibility on the property. She felt that more information is needed before bringing the criteria to Council. Chair Rozek stressed that it is important to have a baseline to follow when considering the addition of ADA parking spaces. Mr. Wheeler suggested looking at each of the bullets. Councilor Morgan Allain withdrew her motion and Councilor Otis withdrew the second.

Mr. Wheeler indicated that in the past, when we were asked for a handicap parking space, if approved, PWD would paint an H and put up a sign. It is a good idea to use the ADA terminology and there may be requirements to meet certain specifications. We will have to work through that and likely have to talk with legal.

With regard to the request at 345 Willard, Councilor Theberge asked if there is a vertical lift on the porch and Mr. Lessard confirmed that the lift is on the left of the house. Chair Rozek asked for a clear diagram so that the Committee can visualize the request. Mr. Lessard noted that he will provide a diagram.

Councilor Remillard reasoned that there is land at the residence to have the van park and provide access. Mr. Lessard stated that there is a one person driveway and there is not enough room to access the lift.

Chair Rozek referred to the last bullet of the criteria which is that the owner will bear the cost of maintenance. Mr. Grenier explained that he did not know if it is legal for the city to send the responsibility for maintenance to another party. He also questioned whether a curb cut is necessary. Mr. Lessard stated that there is grant money available for such accommodations. Councilor Remillard noted that a curb cut would be decided by the planning board. Mr. Lessard noted that the lift lands on the sidewalk. Chair Rozek concluded that Mr. Lessard will send a diagram; the legalities of an ADA parking designation will be reviewed. Councilor Remillard moved to table the issue; Councilor Morgan Allain seconded and the motion carried with all in favor.

### **Request for Street Light on Hampshire Street**

Mr. Grenier viewed the area and noted that there are two lights there already. He also went to the streets that run parallel to Hampshire: Cheshire, King and Lancaster. These streets have similar lighting and dark spots. If additional lighting is wanted by the Council there are poles that could accommodate. There is no particular hardship with regard to the lighting that the other streets don't have.

Mr. Wheeler reiterated that all the other streets are lit the same. If we add a light to Hampshire, we should be ready to change out others as well. Councilor Remillard referred to Wight Street where bulbs were changed to ones with higher lumens. Councilor Theberge advocated for leaving the lighting the way it is adding that the cobra head lights are not easily changed out. Councilor Theberge moved to deny the request; Councilor Otis seconded.

Councilor Remillard stated that she is not willing to deny as there is not enough information. Chair Rozek maintained that if we start to increase the lighting, it will have an effect on electricity costs. The Wight Street fixtures are different than the cobra lights as they require only one bulb. Chair Rozek asked if we can increase the lumens without changing the fixtures and Mr. Grenier stated that he could get that information. Councilor Theberge moved to withdraw the motion; Councilor Otis seconded and the motion carried.

Councilor Otis moved to table the request for additional street lighting on Hampshire Street; Councilor Remillard seconded and the motion carried.

### **Deer Feeding**

Mr. Wheeler left the meeting at this time (6:20 p.m.) Chair Rozek explained that there is a city ordinance that prohibits feeding wildlife in public parks. Fish and Game has a rule as well; 208:8-b prohibits the feeding of deer if Fish and Game has determined that such feeding would be detrimental to the deer herd. Councilor Gentili stated that Fish and Game prefer that people don't feed the deer; however there is not a statute in effect now. Chair Rozek asked if there have been a lot of complaints about deer and Assistant Chief Buteau stated that there have not been. He added that deer cannot be fed on public property; however there is not enough in the ordinance to prevent it on private property. Councilor Remillard moved to respond to Mrs. Oleson by urging her to contact Fish and Game so that they can better advise her; Councilor Theberge seconded and the motion carried with all in favor.

### **Adjournment**

Councilor Theberge moved to adjourn; Councilor Otis seconded and the motion carried. The meeting ended at 6:25 p.m.

Respectfully Submitted,

Susan Tremblay  
Administrative Assistant

Minutes are unofficial until they have been accepted by the Traffic Safety Committee by motion.