



Traffic Safety Committee Meeting minutes- January 9, 2024

Committee Attendees:

William Pierce
Rachael Armstrong
Christopher Deacetis
Kate Girard

Other Attendees:

Lisa Maselli, Select Board Liaison
Brian Griffin, Chief of Police
Scott D. Charpentier, Public Works Director
Meghan Condon, Assistant Public Works Director

Meeting started at 6:30PM.

Bill Pierce read the remote meeting introduction and conducted roll call. All were present, except for Bryan Cole.

Clarification of the Role of the Traffic Safety Committee’s Role as an Advisory Board, not an Authoritative Board

Bill Pierce reinforced the TSC’s role as advisory. TSC votes are recommendations and not approvals or denials. The TSC makes a recommendation to the DPW director and the Select Board but the final decision is made by the Select Board. If a citizen doesn’t agree with the recommendation of the TSC, they can appeal directly to the Select Board. When a recommendation is appealed, a member of the TSC (most likely the Chair) will be present at the Select Board meeting where the request is discussed to present the reasons for TSC’s decision.

Bill Pierce also requested that citizens who make requests or inquiries are notified ahead of time, via a reminder email, when their request is on the agenda so they have an opportunity to participate in the meeting. Scott Charpentier will include the date when their request will be discussed in the acknowledgement email.

1. Discuss Citizen Inquiries

Continuing Discussion

- a. Peer community survey discussion - Scott Charpentier explained how the Temporary Traffic Safety Committee had reached out to peer communities regarding the formation of a permanent Traffic Safety Committee. A similar list was compiled and questions drafted. Questions include: speed hump usage, stop sign installation and MUTCD criteria, and truck traffic impact. Questions should be addressed to Town Planners and/or DPW Directors. Draft questions were approved. Answers should be forwarded to Meghan Condon and Scott Charpentier directly for input into a spreadsheet before the next meeting.

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- b. Speed bump installation on “cut through” roadways, Winter Street - will be discussed after more information is compiled from peer communities.
- c. Stop sign requests where not warranted by Federal Highway Administration - The DPW will respond to the citizen request after information from the peer community survey is compiled and can provide more insight for the TSC to deliberate. Chris Deceatis mentioned that in his preliminary outreach, most peer communities follow MUTCD standards except where there are crash clusters or poor sight distance, etc. Poorly placed stop signs can cause more issues than they solve.
- d. HCVE for Lincoln Street (Update) - The CMRPC will provide traffic counts on Lincoln St. and lower and upper Pleasant St. in the spring, to pursue an HCVE.
- e. Heavy Commercial Vehicle Exclusion (HCVE) for Brigham Street - A citizen requested an HCVE on Brigham St. Given the limited number of traffic counts provided to the town, this request will be a Continuing Discussion agenda item. In the meantime, the DPW will reach out to Waste Management to discuss not using Brigham St. as a cut through.
- f. Excessive Speed on Green Street. Speed monitoring options - Scott Charpentier discussed putting a radar monitoring sign or trailer in the area. Chief Griffin agreed along with placing a cruiser in the area occasionally.
- g. Memo to the Select Board in support of hiring two additional officers dedicated to traffic enforcement - Chief Griffin and Scott Charpentier will draft the letter.
- h. Selective Traffic Enforcement Program (STEP) utilization for speed control - The STEP program enables the police department to act upon data received from the radar signs and trailers, including when in stealth mode. The signs provide information on where and what times of day to place resources and may be more appropriate than speed humps. It allows for better utilization and a more focused approach with limited resources.

Chief Griffin updated the TSC that he now has a sergeant assigned as a traffic supervisor that will relay the requests to troops. Short and long term traffic enforcement requests will be addressed. Stop sign, speed humps and similar requests will be forwarded to the TSC. The police department will continue to forward accident data to the committee quarterly.

2. Public Comment - none

3. Approval of December, 12, 2023 minutes - amended minutes were approved unanimously.

4. Schedule future meeting(s) - next meeting is February, 13, 2024

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5. Adjournment - Kate Girard motioned to adjourn, seconded by Chris Deacetis. Unanimously approved.

Meeting ended at 7:33pm.

Materials Used – Peer Survey Communities, Questions and Town Data

<https://www.youtube.com/watch?v=8Ksqr1so3jo>