

**PUBLIC WORKS DEPARTMENT**

Water, Wastewater, Highway, Cemetery, Tree, & Facilities  
 Scott D. Charpentier, P.E., Director

**TOWN OF NORTHBOROUGH**

63 MAIN STREET  
 NORTHBOROUGH, MA 01532  
 T: (508) 393-5040x6  
 F: (508) 393-6996

## Traffic Safety Committee Meeting minutes- March 12, 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

Meeting started at 6:30PM.

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

1. New Items

## a. Crosswalk alert systems for seven locations:

1. Lincoln Street Elementary School
2. Melican Middle School north and south driveways
3. Pleasant Street south of Lincoln Street
4. Church Street west of lower Pleasant Street
5. Northgate Road at westerly Chesterfield Road
6. Lincoln Street at West Main Street

Total cost for materials, installation, ADA compliance = \$250,000

Chris Deacetis asked about a potential Road Safety Audit for the West Main and Lincoln St. intersection near where an RRFB was suggested. MassDOT has indicated in the past that crash history and geometry don't warrant consideration for improvements. An RSA for that intersection will be on the next meeting agenda, along with crash history.

Kate Girard made a motion to recommend to the Select Board that all 7 locations be presented at the October Town Meeting for funding. Seconded by Rachael Armstrong. All 4 present TSC members were in favor, with one member absent.

- b. Bartlett Street Safety Zone hours of operation - Amend from current PM schedule of 2:00 – 9:00pm to the new schedule of 2:00 – 6:00pm.

The School Department recommended that the Safety Zone end at 6:20pm. Chief Griffin requested that the hours be consistent and not change based on evening activities. The TSC recommended changing the Safety Zone hours to 2:00 - 7:30pm to accommodate sports games, theater and other art shows and

**Traffic Safety Committee**  
**Meeting minutes- March 12, 2024**

rehearsals, school dances, etc. but will be re-evaluated in one year. The motion was made by Rachael Armstrong and seconded by Chris Deacetis. All TSC members present voted in favor.

2. Continuing Discussion

a. Peer community survey discussion

- i. Speed bump installation on “cut through” roadways, Winter Street
- ii. Stop sign requests where not warranted by Federal Highway Administration

No additional results have come in. Scott Charpentier will summarize results and present at the next meeting. Bill Pierce mentioned that some of the towns contacted were interested in also seeing the results.

b. No parking zone on Stirrup Brook Lane and Jenkins Drive - Chief Griffin expressed concerns regarding enforcement of a Residents Only sign and potential permits for residents, visitor permits, etc. Rachael Armstrong asked if Residential Parking Only would be less difficult to enforce because it includes a broader category of vehicles but still allows the police to legally ask trucks not to park on Stirrup Brook. Bill Pierce reiterated that no trucks should be using Stirrup Brook since it's a dead end street. The Chief will look into a Residential Parking only sign or non-commercial vehicle sign for Stirrup Brook.

Chief Griffin sent a letter to the Amazon facility introducing himself and asking for their support in reminding their truck drivers and employees of the regulations set up on Maple St., Ridge Rd., Bartlett St. and Lyman St. He asked that they post the letter in a public place so employees are able to view it. Chief Griffin, the Town Administrator and some town staff have an introductory meeting set up with Amazon on March 26th and will express concerns as well as ask about allowing more trucks to park on their property.

3. Ongoing Items:

a. Heavy Commercial Vehicle Exclusion (HCVE) for Lincoln Street

b. HCVE for Brigham Street - Scott Charpentier updated the TSC that he reached out to Harvey Waste Management to ask them to alert their crews not to use Brigham St. The company was receptive and will let drivers know not to use Brigham St. as a cut through.

c. Memo to the Select Board in support of hiring two additional officers to aid in traffic enforcement. - Chief Griffin requested one additional patrol officer for this year as well as the promotion of one officer to a lieutenant, increasing the total number of lieutenants from one to two. He will most likely ask for another patrol officer next year. One additional officer will bring the total staff up to 24 sworn full time officers. Ideally, two lieutenants will allow one to be an operational

**Traffic Safety Committee**  
**Meeting minutes- March 12, 2024**

lieutenant, who would oversee traffic patrol, and one an administrative lieutenant. The additional patrol officer and reclass of a sergeant to lieutenant were endorsed by the Appropriations Committee and included in the budget presented to the Select Board.

d. Crosswalk with alert system on Hudson Street at Silas Drive - Since midblock crosswalks are dangerous and the cul-de-sac has only a few houses on it, a crosswalk with alert system will be held off for now. However, additional speed limit signs were installed prior to the Silas Drive cul-de-sac, reminding drivers of the appropriate speed (35 mph).

e. Speed humps at school crosswalks

4. Public comment - none

5. Approval of February 13, 2024 meeting minutes - town staff will be taking over minutes in the next few months. The February 13, 2024 Minutes were approved by all TSC members present.

6. Next meeting schedule - April 9th, 2024 @ 6:30pm

7. Adjournment - Rachael Armstrong made a motion to adjourn. Kate Girard seconded. All present TSC members agreed.

Meeting ended at 7:40pm.

Attachments

Pricing for Crosswalk Safety Enhancements

Letter from the Chief Griffin to Amazon

<https://www.youtube.com/watch?v=BcfyZ2Bd-sk>



**Memorandum**

Date: March 4, 2024  
 To: Traffic Safety Committee  
 From: Scott D. Charpentier, P.E.  
 Public Works Director  
 Subject: **Committee Request for Pricing  
 Crosswalk Safety Enhancements**

At your February 13, 2024, the Traffic Safety Committee (TSC) requested that Public Works obtain pricing for installation of 6 sets of rectangular rapid flashing beacons for crosswalk safety enhancement. A resident who watched the meeting requested on February 22, 2024, that the Committee also consider one additional location. The list of proposed locations is as follows (citizen request being #7):

1. Lincoln Street Elementary School
2. Melican Middle School north driveway
3. Melican Middle School south driveway
4. Pleasant Street south of Lincoln Street
5. Church Street west of lower Pleasant Street
6. Northgate Road at westerly Chesterfield Road
7. Lincoln Street at West Main Street

The following constitutes a budgetary estimate for the project:

<b>Crosswalk Enhancement Project</b>					
<b>Cost Estimate 02-23-2024</b>					
<b>Item No.</b>	<b>Item Description</b>	<b>Unit of Measure</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extension</b>
1	Cem. Conc. WCR	square foot	200	\$150	\$30,000
2	Detectable Warning Panel	each	17	\$500	\$8,500
3 *	RRFB Assemblies (materials)	pair	7	\$8,505	\$59,535
4	2" Steel Posts	each	14	\$120	\$1,680
5	RRFB Installation	each	14	\$3,000	\$42,000
6	Traffic Details	hour	272	\$50	\$13,600
7	Site Prep and Restoration	lump sum	1	\$15,000	\$15,000
				Subtotal =	\$170,315
* Based upon actual vendor quotes				* Engineering =	\$32,500
				20% Contingency =	\$40,563
				PROJECT TOTAL =	\$243,378
				<b>Say</b>	<b>\$250,000</b>



# NORTHBOROUGH POLICE DEPARTMENT

211 Main Street  
Northborough, MA 01532



Phone: 508-393-1515  
Fax: 508-393-1521

March 1, 2024

Dear Business Neighbors,

I hope this letter finds you well. Allow me to introduce myself; I am Brian Griffin, recently appointed as Chief of Police in Northborough as of January 1, 2024. While my role is new, my tenure with the Northborough Police Department spans 23 years, during which I have served in various capacities.

I am reaching out to seek your assistance in addressing a quality-of-life issue affecting neighborhoods near your business. Specifically, I am hoping you can engage in a conversation with your delivery drivers and employees to familiarize them with local roadway regulations. This includes adhering to truck exclusions, speed limits, no-parking zones, and regulations concerning engine breaks.

We greatly appreciate that most truck drivers diligently follow these roadway rules while traveling on Bartlett Street, Lyman Street, and Railroad Drive. However, we have observed occasional instances of trucks cutting through residential side streets like Ridge Road, Maple Street, and Collins Road, where truck traffic is prohibited. Additionally, there have been instances of tractor-trailers parking on Bartlett Street, Stirrup Brook Lane, and Hemlock Drive, often while awaiting pickups nearby. It is worth noting that parking on Bartlett Street is prohibited, and it is not considered neighborly for trucks to idle in residential neighborhoods.

As Chief, one of my priorities is to engage with our business neighbors. I would welcome the opportunity to visit your establishment, introduce myself, and learn more about your business and its day-to-day operations.

Your support in addressing these matters is greatly appreciated. If there is anything you require from the police department, please do not hesitate to reach out.

Thank you for your cooperation and partnership.

Sincerely,

Brian T. Griffin

Chief of Police