



**ESSEX PLANNING COMMISSION  
Traffic Options Promoting Public Safety (TOPPS)  
Ad-Hoc Subcommittee**

**SPECIAL MEETING  
Thursday, June 21, 2012  
11:00 a.m.  
Essex Town Hall  
Meeting Room A – 2<sup>nd</sup> Floor**

**MINUTES**

1. Call To Order : Claire Tiernan called the meeting to order at 11:02 a.m. In attendance were Subcommittee members Stacia Libby, Susan Malan, Mark Uihlein, and Janice Ehle/Meyer. Also in attendance was Town Planner John Guskowski.
2. Approval of Minutes: May 30, 2012: Minutes were approved by consensus of the subcommittee
3. Progress Reports: Janice Ehle/Meyer brought traffic counting equipment that is on loan to CRERPA and will be made available to the TOPPS subcommittee. It was decided that a baseline data collection (current conditions) would be undertaken in the next few weeks. After the July meeting, the subcommittee will pick a few days to park cars on one side of the road for traffic speed comparisons.

John Guskowski reported that he's discussed extending the sidewalk to the end of Grove and intersection of North Main with Dave Caroline, who has said it will be on his priority list this year. John will also follow up to see if any narrowing of the intersection width could occur at the same time. He also reported that a raised intersection/pedestrian table would cost between \$10,000 - \$25,000, and was waiting to hear about costs for shared streets. He and Susan Malan shared their street cross-section measurements and discussed how on-street parking would likely only work on one side of the street and in certain areas.

4. Assignment of Next Steps/Coordination with Planning Commission: Beyond the decision to move forward with baseline traffic counting, the subcommittee discussed other options, including a shared street section, increased enforcement, additional signage, one-way traffic, and bicycle lanes. John Guskowski will follow up with research on potentially including shared street or raised intersections into an upcoming STEAP grant to create a "civic campus."
5. Other: There was no other business.
6. Adjournment: Chair Tiernan adjourned the meeting at 11:45 a.m.

Respectfully submitted,

John P. Guskowski, AICP  
Town Planner (Consulting)