



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

**Wednesday, July 18, 2012
10:00 a.m.
Essex Town Hall
Meeting Room A– 2nd Floor**

DRAFT MINUTES

1. **Call To Order** – Subcommittee Chair Claire Tiernan called the meeting to order at 10:35 a.m. In attendance were subcommittee members Susan Malan, David Caroline, Mark Uihlein, Janice Ehle/Meyer, Susan VanBenschoten, and John Guskowski.
2. **Approval of Minutes** – June 21, 2012. Motion by Susan Malan, seconded by Janice Ehle/Meyer, to approve minutes of June 21, 2012. Motion carried.
3. **Update on Traffic Counts/Parking Plans** – Janice Ehle/Meyer provided updates on the traffic counting that took place over 12 days in late June and early July on Grove Street. An average of 2000 vehicles per day, the vast majority passenger vehicles, used Grove Street. After some metric-system conversion, it was determined that the average travel speed on Grove Street was between 29-35 miles per hour, exceeding the posted speed limit of 25.

Plans for on-street parking were discussed. Susan VanBenschoten questioned the usefulness of testing on-street parking as a traffic calming measure, as it is unlikely that there is a continual demand for on-street parking the area north of High Street. She discussed other solutions more applicable to the street's particular conditions, focusing on sharrows and striped bike lanes.

It was agreed that the traffic-counting tubes would be relocated to North Main Street at Hubbard Park to evaluate volumes and speeds at this key approach to Grove Street.

4. **Updates on Sidewalk Extension and STEAP Grant**- Dave Caroline will seek to extend the sidewalk to the end of Grove Street at the North Main Street intersection this fall and will add a crosswalk to New City Street. The group discussed whether or not narrowing this intersection with bump-outs or crosswalk reconfiguration was a good idea. Dave will share his design ideas with the group in August or September. He will also look into using the electronic speed signs with the Resident State Trooper. John Guskowski updated the group on the pending STEAP grant, which seeks to incorporate some elements of “shared street” between the Library and Town Hall. Cost estimates on shared streets vary widely, depending on the extent of the road renovation. Perhaps re-striping crosswalks and adding brick texture will be options to start.
5. **Next Steps**- The group agreed to make several recommendations to the Planning Commission for low-cost measures on Grove Street. These include:

- a. Remove center-line stripe
- b. Add “share the road” signage at both ends of Grove Street
- c. Paint “sharrow” symbol at ends of street to indicate the presence of bicyclists



- d. Add bike lane striping and painted symbols to west side of Grove Street- recommended 5' wide
- e. Add small pedestrian crossing sign in the middle of Grove Street at key crossings, including at High Street and between Town Hall and Library



- f. Paint cross-hatch pedestrian markings at intersection of High Street and Grove Street.
 - g. Eliminate widened portion of street and add curbing along West side of Grove Street north of Cemetery.
6. **Other** – The group agreed to forward these recommendations to the Planning Commission for their August meeting, and to consider cancelling the TOPPS August meeting, which falls prior to Planning.
 7. Adjournment- Subcommittee Chair Tiernan adjourned the meeting at 11:45 a.m.

Respectfully submitted,

John Guskowski
Consulting Town Planner.