



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

**REGULAR MEETING
Wednesday, September 19, 2012
10:00 a.m.
Essex Town Hall
Meeting Room A – 2nd Floor**

MINUTES

1. Call To Order : Claire Tiernan called the meeting to order at 10:10 a.m. In attendance were Subcommittee members Stacia Libby, Susan Malan, Dave Caroline, and Janice Ehle/Meyer. Also in attendance was Town Planner John Guskowski.
2. Approval of Minutes: July 18, 2012: Minutes were approved by consensus of the subcommittee
3. Update on Traffic Counts: Janice Ehle/Meyer updated the group on traffic counts collected on Grove Street, West Avenue, and North Main Street. High traffic volumes were noted on West Avenue, and it was the consensus of the group that the counting equipment should be re-deployed on West Avenue closer to the Industrial Park and Sunset Pond to capture a truer speed profile. The prior location, close to the Library and Grove Street, likely reflected a slower speed because of traffic slowing at the intersection approach.
4. Update on Planning Commission Report: Claire Tiernan and John Guskowski reported that the Planning Commission had endorsed the recommendations of TOPPS regarding Grove Street traffic-calming measures. It was also discussed that First Selectman Needleman has been looking at removing the traffic island at the south end of Grove Street near West Avenue. The subcommittee agreed that this removal was likely a question of convenience for turning trucks rather than public safety, but agreed to discuss it further with Mr. Needleman and the Selectmen. The subcommittee reaffirmed, by consensus, that this portion of Grove Street, identified as a traffic-calming target and part of the “civic campus” pedestrian safety plan, should continue to be protected by the traffic island unless it was demonstrated to be a public safety issue. Stacia Libby and John Guskowski will discuss this with Mr. Needleman.

The subcommittee decided to invite Steve Olson or another representative of the Fire Department to the next TOPPS meeting (October 17) to discuss proposed recommendations for Grove Street. The subcommittee will also look to participate on the October 17 Board of Selectmen’s meeting to discuss recommendations. Dave Caroline will prepare rough order-of-magnitude costs for implementation of these recommendations.

5. Updates on Sidewalk Extension and STEAP Grant: The subcommittee noted that Dave Caroline had proceeded with the sidewalk extension at the end of Grove Street at North Main and is working to complete that intersection project, and thanked him for his work. There is no news on STEAP.

6. Next Steps: After some discussion, there was consensus of the subcommittee that after discussing recommendations on Grove Street with the Selectmen, West Avenue would be the next priority target for study on traffic calming recommendations.
7. Other: There was no other business.
8. Adjournment: Chair Tiernan adjourned the meeting at 11:15 a.m.

Respectfully submitted,

John P. Guskowski, AICP
Town Planner (Consulting)