

**TOCC Public Services Committee
Agenda
March 14, 2019**

- This meeting is open to all Town residents

- A Town wide traffic study is currently planned for the Fall of 2019. Mayor Rush would like the parameters of the study started now so the Town can develop the RFP for bids, put the study out for bid, make a selection of a traffic engineering firm and have it ready to implement in the Fall of 2019. The PSC was asked to develop some study parameters and present them to the Town manager. This was done at the January meeting. The PSC has requested and received Council permission to engage VHB transportation engineering to assist the PSC with developing the parameters of the ITB. The PSC so far has looked at the following:

TOWN WIDE TRAFFIC STUDY

- The PSC discussed preliminary parameters for a Town wide traffic study to commence in the Fall of 2019. Initial items discussed were: analyzing current traffic patterns, traffic counts (inbound and outbound) at designated Town entry/exit points; entry restriction locations; extend evening entry restrictions to 7 PM, examine “cut thru” traffic, speeding, current and /or additional permit parking locations, etc. Bicycle traffic will also be studied. After the February meeting which VHB attended, VHB did an “edit” of the Draft RFP and this was sent to PSC members on March 5th asking for comments. The PSC chair, Todd and Cecily had a conference call on Tuesday, March 12th where the revised Draft was discussed. Final edits will be made by VHB and Todd will circulate for final comments. VHB’s work order will be extended to accomplish this. After that, we will send the RFP to a minimum of (3) traffic engineering firms

- Todd advised that the safety recommendation(s) (center line striping) at Leland & East will be implemented in the Spring after repaving

GUEST PARKING PASSES

- The PSC recommends that the residents in Permit Parking areas be issued (1) additional guest parking pass upon request (for a total of 2). Two guest passes will be the new norm in years following for those requesting same
- The existing protocols for applying for a permit parking pass will apply for the issuance of the second guest parking pass
- Residents are to be reminded that that the guest parking pass is only valid in the vicinity of the Town resident’s address
- Town office will decide on the best way to inform residents that they may request a second guest pass

- The PSC will reserve for future deliberations, consideration of the issuance of a “employee” visitor pass for full time (to be defined) resident employees. This issuance of such a pass and period of validity will be based upon criteria to be established
 - The PSC recommends that, in an emergency situation, the Town Manager may issue additional guest pass(es) for a specific period of time. The issuance of such a pass and period of validity will be based upon criteria to be established
 - The PSC recommends “rigorous enforcement” in ALL Permit Parking areas after proper notification to all Town residents that such enforcement will commence on a specific date (suggest February 1, 2019)
 - The Council held a discussion on guest parking passes at the February 13th council meeting.
 - The PSC is currently awaiting Council’s response
- Bicycle safety – Leland & Oak – Discuss adding safety signage at this intersection; Todd to have Town police officers patrol this intersection. The PSC is recommending the following:

SAFETY SIGNAGE

- The PSC has endorsed (2) new safety signs. These signs will be installed at intersections that have had a history of resident complaints
 - Town office will have Joe Cutro evaluate some of the intersections where signage might be proposed to ensure there is an appropriate location for the signage (hopefully on existing poles) and the need to avoid tree and other utility conflicts
 - Once the safety signage has been installed, selective enforcement must be done by the Town’s off duty police officers
 - The bike safety signage has been ordered by Town staff and will be installed when received
- The PSC was asked to look at parking in the vicinity of Zimmerman Park in light of the garden improvements and the possibility of a DEA (dog exercise area). The Town office requested input from Joe Cutro on this subject and his report dated 1.29.19 is on record
 - Traffic control proposals for East Ave. between Bradley and Stanford – see report from Joe Cutro dated 2.7.19
 - B-CC CAT (Community Advisor Team) – Next meeting to be scheduled in the Spring
 - Next Meeting – April 14, 2019