

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

September 11, 2012

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, John P. Bohenko, Rick Chellman, Paige Roberts, Cliff Sinnott, Eric Gregg

Members Absent: Bill Lyons

City Staff Present: Rick Taintor, Steve Parkinson, Adam Cannon

Chair Pro-Tem Ken Smith called the meeting to order at 7:30 a.m. The purpose of this meeting was to discuss the charge of the committee and call forth other topics for consideration.

As the first order of business, the committee unanimously voted Councilor Ken Smith as committee chairman.

City Manager Bohenko then reviewed the mayor's charge to the committee to develop policies, principals and positions for the City's approach to transportation. The committee will sunset on April 15, 2013. During successive meetings, the committee will discuss, among other topics:

- Public transportation options
- Access for bicycle and pedestrian travel
- Parking availability and access
- Control/management of traffic
- Travel routes through the City
- "Complete Streets" (sustainable design)

Members then introduced themselves to the rest of the committee.

Next, Planning Director Rick Taintor passed out information on some possible topics for future meetings, excerpts on transportation from the 2005 Master Plan, an informational flyer on "Complete Streets" and a draft Complete Streets Policy.

Following a brief summary of each handout, Chairman Smith asked if committee members wanted to recommend any topics for discussion that had not been previously mentioned. These topics included:

- Regional connections
- Traffic loads, heavy traffic periods & 1 way streets
- Ordinance proposals for the future

The committee selected two topics for the next meeting: review of the transportation sections in the 2005 Master Plan, and Complete Streets principles and policies, including the draft policy prepared by the Planning Department. Committee member Rick Chellman was asked to coordinate with Rick Taintor on a brief presentation of Complete Streets.

Following the discussion of topics for future agendas, the committee decided to hold monthly meetings generally on the second Tuesday of the month and set the next meeting date on Tuesday, October 9th, 2012 at 7:30 a.m.

The meeting adjourned at 8:10 a.m.

Respectfully submitted,
Adam Cannon
Assistant Project Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

October 9, 2012

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, Rick Chellman, Paige Roberts, Cliff Sinnott, Eric Gregg, Bill Lyons

Members Absent: None

City Staff Present: Rick Taintor, Steve Parkinson

Others Present: Burt Cohen & Patrick Ellis (Sustainability Committee)

Chairman Smith called the meeting to order at 7:30 a.m.

As the first order of business Councilors unanimously approved the minutes from the September 11, 2012 meeting.

To begin the meeting, Planning Director Rick Taintor gave an overview of transportation sections in the City's 2005 Master Plan and discussed objectives and strategies in four key areas: walkability, balance/choice in the transportation system, transit, and downtown parking.

Public Works Director Steve Parkinson and committee member Bill Lyons briefly discussed how the Seacoast Metropolitan Planning Organization (MPO) could develop and fund the Transportation Improvement Program (TIP).

Chairman Smith stated that the Capital Improvement Plan is the starting point for all transportation projects.

Councilor Lown asked if meeting Portsmouth's long-term transportation infrastructure needs should be a private sector question.

Eric Gregg said it would be helpful to discuss the accomplishments of the Master Plan's transportation strategies since 2005 to focus the discussion.

Cliff Sinnott asked for clarification on the role of transportation policy in this Committee. Mr. Taintor suggested that the role would be to develop policy statements to guide the direction of the 2015 Master Plan.

Next, Rick Chellman discussed the history and concept of Complete Streets. The Complete Streets concept attempts to provide more balance to all transportation modes. According to Mr. Chellman, the City missed an opportunity to make State Street two-way during the recent State Street project and that there are other significant opportunities for the future.

Chairman Smith asked if the concept could improve areas outside downtown. Mr. Chellman noted that walkability could be improved on streets with sweeping curves.

Councilor Lown asked what else could make streets more pedestrian friendly besides converting one-way to two-way traffic.

Mr. Lyons said that the concept could help calm traffic, reduce the need for off-street parking, and make the downtown more attractive. Mr. Lyons suggested that outside downtown, Complete Streets could better accommodate bicyclists. He pointed to Islington Street and Route 33 out to Pease as challenging opportunities. Mr. Gregg said that the owner of Papa Wheelie's has said the City should find ways to support its many bike commuters.

Mr. Chellman suggested that streets should be designed for 20mph traffic to improve pedestrian safety. Mr. Parkinson said the City has completed a study of speed limits downtown, in order to support proposed speed limits. He explained that the State does not allow posting of speeds without documentation of need. Mr. Chellman also noted that AASHTO's standards were established so that streets are designed for evacuation in emergencies.

Burt Cohen and Patrick Ellis, from the Sustainability Committee, are interested in promoting Complete Streets as part of their committee's focus on transportation.

Following this discussion, the committee set the next meeting date for November 13, 2012 at 7:30am. The topics will include planning for bicycles and pedestrians and a status update on the transportation strategies in the 2005 Master Plan. December's meeting will include a presentation by the Sustainability Committee on Sustainable Portsmouth's 2011 Transportation Vision and the 2012 Memorial Bridge and Regional Transportation.

The meeting adjourned at 8:30 a.m.

Respectfully submitted,
Rick Taintor
Planning Director

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

November 13, 2012

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, John P. Bohenko, Rick Chellman, Paige Roberts, Cliff Sinnott, Bill Lyons

Members Absent: Eric Gregg

City Staff Present: Rick Taintor, Steve Parkinson, Adam Cannon

Chairman Smith called the meeting to order at 7:35 a.m.

As the first order of business Councilors unanimously approved the minutes from the October 9, 2012 meeting.

To begin the meeting, Planning Director Rick Taintor distributed a spreadsheet detailing the status of transportation strategies in the 2005 Master Plan.

Rick Chellman asked how the status of strategies tied into updating street standards. Mr. Taintor noted that it is difficult to apply consistent design standards to the narrow right-of-ways in a historic city.

Bill Lyons commented on the value of many priorities in the master plan, including those that involve multi-modal transportation centers in Portsmouth like the CJ Trailways Park and Ride. He also noted that the Portsmouth should consider the potential of centers in Portsmouth, regardless of whether the city owns and operates them or others do, such as the Pease Park and Ride Center owned by the DOT and operated by C&J. A primary intent of that property is for commuter service, including buses, as well as service to Logan. Chairman Smith added that the property was used for park and ride, and that the DOT bought most of the buses as part of a multi-year contract.

Councilor Lown asked when a bike planning study would be conducted. Mr. Taintor replied that staff expects to begin the study once the wayfinding project is under way, that they expect to complete the study within the next year.

Next, Mr. Taintor gave a presentation on bike/pedestrian planning. He discussed the Safe Routes for Schools program and the potential for a multi-use trail to be developed to replace the abandoned Hampton Branch rail line. The rail line is owned by Pan Am, which has initiated the abandonment process. The state is interested in acquiring the rail lines for trail use, but the local communities along the route may need to contribute to the cost of acquisition and/or construction.

Mr. Lyons suggested there was a lot of potential for these multi-use trails to connect to Pease and to the available rail right of way to connect to downtown, and that it might be possible to modify trails to accommodate rail lines as needed.

Councilor Lown stated that as municipalities make a choice to promote bike/pedestrian-friendly communities, the support measurably increases. Portland, OR is an example of one of these cities.

Mr. Lyons then said that if you build and market facilities in the right places they will be used.

Mr. Taintor stated that, compared to the Master Plan, bicycle/pedestrian planning will allow for deeper analysis and more specificity with respect to streets and routes, plan components, categories of outcomes and the public engagement process.

Mr. Sinnott discussed the new MAP 21 authorization. He stated that its renewal will give more flexibility to the DOT to provide money to communities for bike/pedestrian planning. This would be helpful for communities with active bike programs. However, the DOT could also transfer this money to other infrastructure projects (bridges, roads, etc.).

Paige Roberts asked Mr. Sinnott to clarify whether he was referring to the state DOT or the federal DOT. Mr. Sinnott said that the state DOT received federal funds. Ms. Roberts added that any pursuit of these funds should

involve community engagement with people writing various entities.

Mr. Parkinson then stated that the state reduced transportation funding in the last budget. Mr. Sinnott clarified that the “transportation enhancements” category is not in the budget anymore. It was cut by 30% and the state uses 50% flexibly.

Chairman Smith said that it is important to try and self fund as much as possible. The state should help to fund the trails on railbeds; however, everything else should be done through the City. Mr. Lyons replied that if we have plans in place, we can make a stronger case for the funding. Chairman Smith then recalled that securing funding from the federal government for Safe Routes to Schools took four to five years. City Manager Bohenko added that there were sign-offs from 15 different agencies.

City Manager Bohenko discussed topics for the next meetings and asked the committee if it would be a good idea to have a joint EDC and Transportation Policy Committee with Commissioner Clemons of the DOT. The committee thought that this would be a good idea for the January meeting. December’s meeting will include a presentation by the Sustainability Committee on Sustainable Portsmouth’s 2011 Transportation Vision and the 2012 Memorial Bridge and Regional Transportation report.

Chairman Smith stated that he would also like to discuss street classification and street design at the next meeting.

Following this discussion, the committee set the next meeting date for December 12th, 2012 at 7:30a.m.

The meeting adjourned at 8:27 a.m.

Respectfully submitted,
Adam Cannon
Assistant Project Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

December 12, 2012

Conference Room A

7:30 a.m.

Members Present: Councilor Brad Lown, Paige Roberts, Eric Gregg, Cliff Sinnott, Bill Lyons

Members Absent: Councilor Ken Smith, City Manager John P. Bohenko, Rick Chellman

City Staff Present: Dave Allen, Rick Taintor, Steve Parkinson, Adam Cannon

Vice Chairman Lown called the meeting to order at 7:38 a.m.

As the first order of business, the Committee unanimously approved the minutes from the November 13, 2012 meeting.

To begin the meeting, Planning Director Rick Taintor gave a presentation on Street Classification. Mr. Taintor stated that the purpose of Street Classification is to give balance to street design and focus on overall mobility. Street Classification distributes traffic through major and minor arterials and doesn't prioritize speed or high traffic volumes.

Roads are classified as urban or rural at first and then by whether they are a collector or arterial. From that point, arterials are classified as minor or principal arterials. As an example, Mr. Taintor discussed how Woodbury Avenue is classified as a minor arterial. Woodbury Avenue is interconnected with and provides access to principal arterials. Principal arterials are the roads that carry the most traffic volume and are unusually significant to the City, often serving as centers of commerce. Collectors provide land access and travel routes through residential neighborhoods.

Mr. Taintor then transitioned into a presentation on street design standards. Street design standards imply that there are a set of best practices for street design. The "Complete Streets" movement is an example of street design standards many planners recommend. Complete Streets considers all users, intersections, bike facilities, sidewalks, and transportation stops.

Next, Mr. Taintor gave some brief examples of recommended design guidelines. The Institute of Transportation Engineers (ITE) and various major cities including Charlotte, San Francisco, Seattle and New York City, all have a set of street design standards. Some of the standards give guidelines on movement, context and land use. Others stress right-of-way improvements and travel-way guidance. Mr. Taintor noted how these design standards could be adapted to local context and that he is interested in updating standards to incorporate traffic calming.

After Mr. Taintor completed his presentations, Mr. Bill Lyons gave a presentation on the ideas and activities emanating from the Sustainable Portsmouth group. He first discussed the Transportation Vision report released in 2011. The group's idea was to create a five-year sustainability plan. During their meetings, the group concluded that the transportation trends were not sustainable. Next, the Committee arrived at five-year targets and goals relevant to the vision plan. The vision addressed core types of sustainability including affordability, walkability, health, and social fairness. The group stressed the need to think regionally and improve integrated planning.

Mr. Lyons also noted that parking was a large part of the discussion. The group worked to discover ways to balance supply and demand and provide alternatives for parking. Participants recommended using Woodbury Avenue as a pilot project to test some of the Committee's ideas.

After discussing Sustainable Portsmouth, Mr. Lyons then provided a brief summary of the 2012 Memorial Bridge and Regional Transportation Report. Bridging Communities and Portsmouth Listens met to discuss ways to make Portsmouth and Kittery the best places to live through a regional transportation system. Some of the common themes included:

- Memorial Bridge as a connector
- Connected and collaborative transportation
- Regional and sustainable

The group also proposed that the bridge closure be made a pilot project to test some ideas about regional transportation planning.

Mr. Taintor inquired about how the group obtained the data. Mr. Lyons replied that there was a UNH student collecting data on the Committee. He also noted that the key is to establish a baseline and target interventions while monitoring to see if you are accomplishing what you set out to do.

Mr. Taintor noted that the data from the group is unable to be obtained from the U.S. Census because they do not collect it from smaller cities.

Councilor Lown asked if some of the goals mentioned by Bill Lyons are going to be in the next Master Plan document. Mr. Taintor said that there could be some of the goals and that it is good to have goals with specific targets. Mr. Lyons noted that having the goals would signal that the Master Plan is heading in the right direction.

Mr. Cliff Sinnott stated that it was too much to accomplish all of the goals, but pilots can test their feasibility. Mr. Taintor stated that it was important to not make a change in the absence of context. Ideas are never introduced as fait accompli.

Mr. Eric Gregg asked if there is bus service from C&J into downtown Portsmouth. Mr. Lyons responded that there is service, but it's in a roundabout way. He also said that parking is a real problem in terms of transit and pricing. He suggested that the City work with C&J to provide alternatives from an equity standpoint. Mr. Sinnott elaborated on the COAST and C&J relationship. He noted that not many people use the COAST bus that comes to the C&J Trailways lot. The unlimited parking incentivizes commuters who are airline travelers. C&J is currently considering expansion of parking.

Deputy City Manager Dave Allen remarked that C&J came to the City and said they want to move the well and that they would build another well. Mr. Sinnott stated that there is the option of building a structure. Mr. Lyons stated that people could be charged to manage parking demand. Mr. Gregg wondered if there could be a convenience shuttle into Portsmouth to take people into downtown.

Mr. Sinnott agreed with Mr. Lyons that charging for parking is a part of demand management and noted that the DOT is beginning to charge for parking now. Mr. Taintor asked if there was any data on the users. Mr. Sinnott replied that 35-40% of the lot is long-term parking.

Next, the discussion moved to the possibility of new commuter options. Public Works Director Steve Parkinson said that public transportation is not sustainable with the costs. Mr. Sinnott noted that it gets close to sustainability with airport travel involved. Mr. Parkinson then noted that COAST is highly subsidized by the federal government and that local community costs are only going up. Various members wondered if C&J Trailways could be used as a regional transportation hub where airport and downtown service would increase.

Mr. Sinnott also suggested that there are opportunities to begin charging for parking at C&J's based upon when one buys a ticket. Mr. Lyons said that students and seniors could be a key target for discounts.

Councilor Lown then commented that during discussions on the parking lot, Susan Denenberg said that there should be a shuttle service, but in order to have the service there would need to be very expensive downtown parking and frequent shuttles.

Mr. Lyons stated that a few days down the road instead of five bikes you could see fifty. Mr. Sinnott suggested bike riding should be easier on Greenland Road.

Mr. Gregg then inquired about where the Committee is headed. Mr. Taintor answered that they had a list of items with a few items left to discuss including green streets, traffic calming, land use policies and specific implementation strategies. He said that there could maybe be one or two more meetings with conceptual discussions and questions. Councilor Lown then suggested that after those meetings they begin to draft recommendations to council. Mr. Lyons stated that there could be a short report with some bullet points.

Councilor Lown then asked how the policies will be implemented. Mr. Taintor answered that they could be put into actual street projects. Mr. Parkinson stated that Public Works builds upon standards. Deputy City Manager Allen stated that the standards could be useful as a model for classification.

Following this discussion, the Committee set the next meeting date for January 15th, 2013 at 7:30a.m.

The meeting adjourned at 8:55 a.m.

Respectfully submitted,
Adam Cannon
Assistant Project Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

December 12, 2012

Conference Room A

7:30 a.m.

Members Present: Councilor Brad Lown, Paige Roberts, Eric Gregg, Cliff Sinnott, Bill Lyons

Members Absent: Councilor Ken Smith, City Manager John P. Bohenko, Rick Chellman

City Staff Present: Dave Allen, Rick Taintor, Steve Parkinson, Adam Cannon

Vice Chairman Lown called the meeting to order at 7:38 a.m.

As the first order of business, the Committee unanimously approved the minutes from the November 13, 2012 meeting.

To begin the meeting, Planning Director Rick Taintor gave a presentation on Street Classification. Mr. Taintor stated that the purpose of Street Classification is to give balance to street design and focus on overall mobility. Street Classification distributes traffic through major and minor arterials and doesn't prioritize speed or high traffic volumes.

Roads are classified as urban or rural at first and then by whether they are a collector or arterial. From that point, arterials are classified as minor or principal arterials. As an example, Mr. Taintor discussed how Woodbury Avenue is classified as a minor arterial. Woodbury Avenue is interconnected with and provides access to principal arterials. Principal arterials are the roads that carry the most traffic volume and are unusually significant to the City, often serving as centers of commerce. Collectors provide land access and travel routes through residential neighborhoods.

Mr. Taintor then transitioned into a presentation on street design standards. Street design standards imply that there are a set of best practices for street design. The "Complete Streets" movement is an example of street design standards many planners recommend. Complete Streets considers all users, intersections, bike facilities, sidewalks, and transportation stops.

Next, Mr. Taintor gave some brief examples of recommended design guidelines. The Institute of Transportation Engineers (ITE) and various major cities including Charlotte, San Francisco, Seattle and New York City, all have a set of street design standards. Some of the standards give guidelines on movement, context and land use. Others stress right-of-way improvements and travel-way guidance. Mr. Taintor noted how these design standards could be adapted to local context and that he is interested in updating standards to incorporate traffic calming.

After Mr. Taintor completed his presentations, Mr. Bill Lyons gave a presentation on the ideas and activities emanating from the Sustainable Portsmouth group. He first discussed the Transportation Vision report released in 2011. The group's idea was to create a five-year sustainability plan. During their meetings, the group concluded that the transportation trends were not sustainable. Next, the Committee arrived at five-year targets and goals relevant to the vision plan. The vision addressed core types of sustainability including affordability, walkability, health, and social fairness. The group stressed the need to think regionally and improve integrated planning.

Mr. Lyons also noted that parking was a large part of the discussion. The group worked to discover ways to balance supply and demand and provide alternatives for parking. Participants recommended using Woodbury Avenue as a pilot project to test some of the Committee's ideas.

After discussing Sustainable Portsmouth, Mr. Lyons then provided a brief summary of the 2012 Memorial Bridge and Regional Transportation Report. Bridging Communities and Portsmouth Listens met to discuss ways to make Portsmouth and Kittery the best places to live through a regional transportation system. Some of the common themes included:

- Memorial Bridge as a connector
- Connected and collaborative transportation
- Regional and sustainable

The group also proposed that the bridge closure be made a pilot project to test some ideas about regional transportation planning.

Mr. Taintor inquired about how the group obtained the data. Mr. Lyons replied that there was a UNH student collecting data on the Committee. He also noted that the key is to establish a baseline and target interventions while monitoring to see if you are accomplishing what you set out to do.

Mr. Taintor noted that the data from the group is unable to be obtained from the U.S. Census because they do not collect it from smaller cities.

Councilor Lown asked if some of the goals mentioned by Bill Lyons are going to be in the next Master Plan document. Mr. Taintor said that there could be some of the goals and that it is good to have goals with specific targets. Mr. Lyons noted that having the goals would signal that the Master Plan is heading in the right direction.

Mr. Cliff Sinnott stated that it was too much to accomplish all of the goals, but pilots can test their feasibility. Mr. Taintor stated that it was important to not make a change in the absence of context. Ideas are never introduced as fait accompli.

Mr. Eric Gregg asked if there is bus service from C&J into downtown Portsmouth. Mr. Lyons responded that there is service, but it's in a roundabout way. He also said that parking is a real problem in terms of transit and pricing. He suggested that the City work with C&J to provide alternatives from an equity standpoint. Mr. Sinnott elaborated on the COAST and C&J relationship. He noted that not many people use the COAST bus that comes to the C&J Trailways lot. The unlimited parking incentivizes commuters who are airline travelers. C&J is currently considering expansion of parking.

Deputy City Manager Dave Allen remarked that C&J came to the City and said they want to move the well and that they would build another well. Mr. Sinnott stated that there is the option of building a structure. Mr. Lyons stated that people could be charged to manage parking demand. Mr. Gregg wondered if there could be a convenience shuttle into Portsmouth to take people into downtown.

Mr. Sinnott agreed with Mr. Lyons that charging for parking is a part of demand management and noted that the DOT is beginning to charge for parking now. Mr. Taintor asked if there was any data on the users. Mr. Sinnott replied that 35-40% of the lot is long-term parking.

Next, the discussion moved to the possibility of new commuter options. Public Works Director Steve Parkinson said that public transportation is not sustainable with the costs. Mr. Sinnott noted that it gets close to sustainability with airport travel involved. Mr. Parkinson then noted that COAST is highly subsidized by the federal government and that local community costs are only going up. Various members wondered if C&J Trailways could be used as a regional transportation hub where airport and downtown service would increase.

Mr. Sinnott also suggested that there are opportunities to begin charging for parking at C&J's based upon when one buys a ticket. Mr. Lyons said that students and seniors could be a key target for discounts.

Councilor Lown then commented that during discussions on the parking lot, Susan Denenberg said that there should be a shuttle service, but in order to have the service there would need to be very expensive downtown parking and frequent shuttles.

Mr. Lyons stated that a few days down the road instead of five bikes you could see fifty. Mr. Sinnott suggested bike riding should be easier on Greenland Road.

Mr. Gregg then inquired about where the Committee is headed. Mr. Taintor answered that they had a list of items with a few items left to discuss including green streets, traffic calming, land use policies and specific implementation strategies. He said that there could maybe be one or two more meetings with conceptual discussions and questions. Councilor Lown then suggested that after those meetings they begin to draft recommendations to council. Mr. Lyons stated that there could be a short report with some bullet points.

Councilor Lown then asked how the policies will be implemented. Mr. Taintor answered that they could be put into actual street projects. Mr. Parkinson stated that Public Works builds upon standards. Deputy City Manager Allen stated that the standards could be useful as a model for classification.

Following this discussion, the Committee set the next meeting date for January 15th, 2013 at 7:30a.m.

The meeting adjourned at 8:55 a.m.

Respectfully submitted,
Adam Cannon
Assistant Project Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

January 15, 2013

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, City Manager John P. Bohenko, Paige Roberts, Eric Gregg, Rick Chellman, Cliff Sinnott, Bill Lyons

Members Absent: Bill Lyons

City Staff Present: Rick Taintor, Adam Cannon

Chairman Smith called the meeting to order at 7:40 a.m.

As the first order of business, the Committee unanimously approved the minutes from the December 12, 2012 meeting. Mr. Chellman stated that functional classification of streets is no longer used in urban areas.

Mr. Taintor gave presentations on three topics: green streets, traffic calming, and the relationship between land use and transportation. "Green Streets" is not a commonly used term, but is analogous to Complete Streets. The term encompasses the design of streets that incorporate landscape infiltration, stormwater treatment, narrow travel lanes, increased reflectivity, and low-emission travel.

Mr. Gregg asked what the purpose is for using porous pavement. Mr. Taintor replied that it is to infiltrate stormwater so that it does not go into the storm drain system or directly into rivers and streams. Chairman Smith said that the porous pavement works great in the parking lots at the Wal-Mart and Target. Councilor Lown noted that there are some problems with porous pavement and Councilor Smith noted that it breaks up easily. City Manager Bohenko added that porous pavement can save money if it allows the City to avoid other costs of stormwater treatment to meet EPA requirements.

Chairman Smith then noted that during the final phase of Portwalk the City would have a median with planters on Market Street Extension. Mr. Taintor said that there will be trees and pavers installed under the gateway with plant medians on Green Streets where there is no parking.

Next, Mr. Taintor briefly spoke on Green Streets case studies in Portland, Seattle, Boston and Chicago. Portland promotes the use of green streets in public and private development. Seattle prioritizes open space, neighborhood streets, wider sidewalks and pedestrian travel. Chicago has a green alley program and a sustainable streetscapes initiative.

Mr. Gregg asked if plowing is possible on streets surfaced with pervious pavers. Mr. Taintor replied that you may have to raise the blade and that there would be additional issues with sanding including vacuum maintenance. City Manager Bohenko noted that it would take time and result in additional costs for implementation. The EPA has recently focused on stormwater runoff in its efforts to address water quality. This may ultimately require the establishment of municipal stormwater utilities to finance the costs of needed infrastructure.

Mr. Taintor referenced the State Street project as an example of a green street project. Mr. Gregg noted that we did bump outs and that rainwater has a lot of nitrogen in it. City Manager Bohenko explained that the State Street project included separation of sewer and stormwater, and that the project design incorporated innovative techniques to filter the stormwater before it is discharged to the river.

Mr. Taintor moved on to the topic of traffic calming. Traffic calming consists of physical measures used to reduce traffic speeds; it does not include non-physical measures or extra enforcement. There are two categories of traffic calming: volume control and speed control. Speed control can be vertical or horizontal. Volume control can include access restrictions, full and half-closures, median barriers and forced turn islands. Vertical speed control can include vertical deflection, speed humps, speed tables, raised crosswalks, speed cushions, and raised intersections. It was noted that there would be opposition to vertical speed control measures because of the difficulty of snow plowing. Mr. Gregg commented that there are studies showing that these measures are much safer for pedestrians. Other measures like textured pavement are more difficult for walkers and bikers.

Next, Mr. Taintor discussed horizontal control measures including horizontal deflection, roundabouts and neighborhood traffic circles. City Manager Bohenko stated that a roundabout was proposed once at Maplewood and Woodbury Avenues, but that half were in favor and half were against. He noted the importance of educating people about these new traffic ideas.

With respect to enforcement, Councilor Lown stated that he is concerned about all of the revenue for ticket stops going to Concord and that 5% of all stops resulted in a ticket. Chairman Smith spoke regarding the discussions occurring in the Parking, Traffic and Safety Committee meetings. Chairman Smith noted that the committee asked what rules could be enacted as Council like city citations for unsafe traffic movements. Mr. Gregg asked what was better for the long-term and noted his concern with a police state atmosphere.

Mr. Chellman stated that in England street humps are called sleeping policemen. He thinks of the situation in four different dimensions. He noted that he lives on Richards Avenue which is a two-way street with one-side for parking. Richards Avenue takes three to five thousand cars a day and is self enforced. Mr. Sinnott said it's important to consider the psychological aspect and how to make people uncomfortable with going faster than the speed desired for a particular street or neighborhood.

Chairman Smith stated that during snow removal, speed bumps get ripped out. Mr. Chellman added that horizontal shifts and rotaries work much better.

Mr. Taintor showed some slides demonstrating lateral shifts, chicanes, "s curves", curb extensions and chokers. Mr. Gregg noted that visibility at an intersection is compromised when large vehicles like SUVs are parked in the first few spots. Mr. Taintor then discussed center island narrowings and pedestrian refuges. Chairman Smith stated that Borthwick Avenue is a huge success in this regard.

Mr. Taintor then described the concept of a "road diet." He stated that you could reduce the number of lanes or convert one way roads into two-way roads. Chairman Smith then asked about physical elevation levels and how to slow traffic going down a hill. Mr. Taintor said that it may be possible to put a bump in some blocks. Mr. Gregg commented that there might be a good place to add a table there. City Manager Bohenko noted that Granite Street Minerals lawyered up because their truck movements couldn't work.

Chairman Smith then asked how to attend to the terrible intersection on Austin Street and whether there could be a smaller circle. Mr. Taintor noted that there a lot of places which could take an active role in traffic calming. Chairman Smith stated that on Elwyn Road there are a lot of sign requests and that a traffic circle might work really well.

Next, Mr. Taintor discussed land use and its interaction with transportation planning. He stated that the road network, sidewalks/pedestrian realms, bicycles and public transit are all impacted by the surrounding uses. Mr. Taintor noted that much of the City does not have the density necessary to support frequent transit, but that there could be improved bicycle infrastructure, including both on-street bike lanes and off-street cycle tracks, space where only bikes could go. Councilor Lown asked if the space is available. Mr. Chellman stated that we don't in downtown.

Councilor Lown raised the idea of "sharrows," which are pavement markings indicating that vehicles must share a lane with bicycles; and he asked if these could be implemented in the downtown area. He noted that there would be a huge education portion with bikes. City Manager Bohenko noted the many times bikers dart across intersections and from corners. Chairman Smith stressed the importance of the balance between encouraging bike use and enforcement. Mr. Taintor stated that sharrows should be placed in the middle of the travel lane so that drivers can see them and understand that bikes will be mixed with car traffic.

Chairman Smith commented that moped use is increasing in the City. Mr. Taintor replied that in Holland, the majority of people use electric-assisted bikes. Chairman Smith noted that with the price of gas fluctuating in the summer, a 50cc vehicle can use the bike lane and save on gas.

Mr. Taintor then noted that data sources are lacking for transportation. City Manager Bohenko again stressed the importance of more education when rolling out these new ideas. Chairman Smith commented that it would be dangerous to put a bike lane on Marcy Street. He also stated that the bikes should all go on State Street and that there should be a bike lane along the rail line. City Manager Bohenko reminded the committee that there is no state money

available for these projects unlike in other states. Some federal money depends on the type of project. Chairman Smith stated that in order to get projects, the City will need to put funds on the table.

Chairman Smith then discussed the next topic for the committee: specific implementation and strategies. City Manager Bohenko offered to bring back the formats from the Operational Efficiencies report and Building Use report. Chairman Smith then requested a copy of all minutes up to date for each committee member prior to the meeting.

Following this discussion, the Committee set the next meeting date for February 12, 2013 at 7:30 a.m.

The meeting adjourned at 8:50 a.m.

Respectfully submitted,
Adam Cannon
Special Projects Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

February 12, 2013

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, City Manager John P. Bohenko, Paige Roberts, Rick Chellman, Cliff Sinnott, Bill Lyons

Members Absent: Eric Gregg

City Staff Present: Steve Parkinson, Rick Taintor, Juliet Walker, Mark Nelson, Adam Cannon

Chairman Smith called the meeting to order at 7:30 a.m.

As the first order of business, the Committee unanimously approved the minutes from the January 15, 2013 meeting.

Transportation Planner, Juliet Walker, presented an overview of the public transportation options available in the City. These include COAST and Wildcat regional fixed routes, COAST's seasonal downtown service, intercity service from C&J Trailways and Greyhound, senior / paratransit transportation provided by the Mark Wentworth Home and COAST.

COAST regional fixed routes serving Portsmouth include routes 2, 7, 40, and 41 and Wildcat Transit for Portsmouth is provided by route 4. Route 2 provides service between Portsmouth and Rochester and has an annual ridership of 169,000. Route 7 provides service between Portsmouth Transportation Center the Fox Run Mall and Greenland, Newmarket, Stratham, and Exeter and has an annual ridership of about 9,000. Fares for Route 2 and Route 7 are \$1.50. Routes 40 and 41 operate primarily in Portsmouth and provide service between downtown, Pease Tradeport, and along Lafayette Road. The fare for these routes is \$0.50 and these routes have a combined annual ridership of about 121,900. COAST recently started a pilot project (the Clipper Connection) that provides express service for the commuter population heading to and from the Portsmouth Naval Shipyard and the businesses of Pease Tradeport. These routes operate only during morning and afternoon peak hours and have a fare of \$3.00. Wildcat Transit's Route 4 connects to UNH. The service is free for UNH students and faculty, but other passengers may use the service for a fare of \$1.50.

The City's free Vintage Christmas trolley (operated by COAST) runs during December weekends. COAST also operates a downtown loop trolley during the summer months that has a fare of \$0.50.

Senior transportation is provided through a City partnership with the Mark Wentworth Home. The service is reservation based and operates 4 days a week. Senior vans are equipped for wheelchair access.

Paratransit (ADA) services provided by COAST include a reduced fare on fixed routes as well as reservation-based service for eligible riders within $\frac{3}{4}$ a mile of a fixed bus route.

Councilor Lown asked what percent of COAST transportation costs are covered by fares. City Manager Bohenko stated that approximately 10% are covered through fares.

City Manager Bohenko explained that increasing costs for ADA service and cut-backs in state funding are part of the reason the City's funding to COAST will increase by about 30% this year. He mentioned that the City is working with COAST to explore opportunities for cost-savings including eliminating or reducing service on certain routes and increasing fares.

Ms. Walker indicated that drivers of growth in ADA ridership include a number of factors including an aging population, increasing awareness about the services, and downshifting of costs previously covered by the state.

Ms. Walker continued her presentation by discussing multimodal options. She stated that all COAST buses have bike racks that can fit 2-3 bikes and that there is bike parking available at or near some bus stops. The City is exploring opportunities for additional racks to be added at other locations as well.

The Portsmouth Transportation Center is operated by C&J Trailways and owned by NHDOT. COAST buses stop at this location, and there is also bike parking at this location as well as free long-term parking. Enterprise Rent-a-Car provides car rental pick up and drop off at this location.

Councilor Smith mentioned that there is a NH Park n' Ride lot off of Route 33 in Portsmouth as well.

Ms. Walker continued with an initial overview of regional coordination regarding public transportation, including the Alliance for Community Transportation (ACT) and the Seacoast Commuter Options Transportation Management Association.

Next, Ms. Walker summarized other transportation infrastructure that is available for mass transit in and around the Portsmouth area including the passenger air terminal at Pease (currently inactive) and active rail lines that connect to passenger rail service in Dover and Exeter. Mr. Sinnott added that Rockingham Planning Commission (RPC) had previously received funding to do a feasibility study to add passenger rail on the Portsmouth / Rockingham branch. He stated that RPC was not able to complete the study as they could not get permission from the owners of the rail line to access the rail corridor.

Mr. Lyons asked if there was any way for employers to contribute to help off-set the cost for COAST bus services. City Manager Bohenko stated that the City is working with COAST to explore different options for reducing costs of services. Councilor Lown asked how much of COAST's overall costs are covered by the City's funding. City Manager Bohenko stated that it's probably close to 5%.

Following this discussion, City Manager Bohenko discussed an outline of the Committee's report to the City Council. He stated that the committee could identify some actions to be taken including policies, studies, and regulatory changes.

Chairman Smith asked the committee to review the draft outline and to be prepared to discuss the draft report at the next meeting. He asked if there were any other topics that the committee would like to discuss at the next meeting. Councilor Lown asked if Mr. Chellman's ideas about downtown streets could be discussed. Mr. Lyons asked if the committee could discuss a regional approach to transportation. Mr. Sinnott offered to prepare a presentation on regional coordination at the next meeting.

The next meeting date was set for Wednesday, March 13, 2013 in Conference Room A at 7:30 a.m.

The meeting adjourned at 8:45 a.m.

Respectfully submitted,
Adam Cannon
Special Projects Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

March 13, 2013

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, City Manager John P. Bohenko, Cliff Sinnott, Bill Lyons, Eric Gregg

Members Absent: Rick Chellman, Paige Roberts

City Staff Present: Rick Taintor, Juliet Walker, Mark Nelson, Adam Cannon

Chairman Smith called the meeting to order at 7:30 a.m.

As the first order of business, the Committee unanimously approved the minutes from the February 12, 2013 meeting.

Next, Mr. Cliff Sinnott gave a presentation on regional transportation coordination. He started with an overview of the regional transportation infrastructure, including roadways, public transit, and rail. He then described the regional transportation planning process on three levels: federal/regional, state and local. Planning at the federal and regional level involves the statutorily mandated Metropolitan Planning Organization (MPO) in all urbanized areas with populations greater than 50,000 people. MPOs were created to ensure local input into the allocation of federal transportation funds. Mr. Sinnott continued by describing the key elements in MPO planning including integration with state-wide transportation agency planning, development of a regional long range transportation plan and an ongoing update to the transportation improvement program (TIP).

In New Hampshire, regional and statewide transportation projects that receive state and/or federal funding are first listed in the MPOs Long Range Transportation Plan, which has a 20-year horizon. Members of the MPO solicit all of the communities in the region to identify projects, needs, and priorities. RPC (acting as the region's MPO), then recommends projects for inclusion in the the State's Ten Year Plan (TYP). The first four years of the State's TYP make it to the State / Regional Transportation Improvement Programs (STIP / TIP). Simply because projects are included on these lists doesn't guarantee funding and projects are often delayed beyond the intended time frames. Mr. Sinnott mentioned that there are a number of Portsmouth projects included on these regional lists. City Manager Bohenko mentioned that all of the projects listed on the TIP are also included in the City's Capital Improvement Plan under the Transportation Management – Indirect Funding section. Both Mr. Sinnott and the City Manager explained that most of the projects listed in the TIP also require a local match of funding and that some take years to implement depending on when state or federal funding becomes available.

Mr. Sinnott also said that projects are evaluated using many factors including feasibility, mobility, accessibility, congestion, safety, preservation of infrastructure and land use. He also discussed the various policy drivers of the MPO and in particular highlighted the growing transit-dependent population.

The Committee then entered into a discussion on costs and funding. City Manager Bohenko touched upon this subject by mentioning COAST transportation and how costs are increasing exponentially due largely to the growing costs of ADA services. Following the discussion on Mr. Sinnott's presentation, Transportation Planner Juliet Walker reviewed a draft outline of the report for the City Council. Chairman Smith asked the Committee to contribute ideas. Mr. Gregg recommended giving some examples of how the policies would work in action. City Manager Bohenko added that this report should be written so that it doesn't get stale and the principles can be used for years to come.

Mr. Bill Lyons asked for the recommendations to be framed first as a broad policy statement with supporting strategies or actions listed second.

Councilor Smith noted that it is important to finish the work of the Committee by the sunset date in order not to miss transportation planning opportunities. Additionally, he noted that following the report to the City Council, Portsmouth Listens is planning to conduct a series of Transportation Study Circles using the report as a basis for recommended courses of action. The input received from the Study Circles can inform the planning of the next Master Plan.

The next meeting date was set for Tuesday, April 2, 2013 in Conference Room A at 7:30 a.m.

The meeting adjourned at 8:39 a.m.

Respectfully submitted,
Adam Cannon
Special Projects Manager

**MINUTES OF THE
BLUE RIBBON COMMITTEE ON TRANSPORTATION POLICY**

April 2, 2013

Conference Room A

7:30 a.m.

Members Present: Councilor Ken Smith, Councilor Brad Lown, City Manager John P. Bohenko, Paige Roberts, Rick Chellman, Bill Lyons

Members Absent: Cliff Sinnott, Eric Gregg

City Staff Present: Steve Parkinson, Rick Taintor, Juliet Walker, Mark Nelson, Adam Cannon

Chairman Smith called the meeting to order at 7:30 a.m.

As the first order of business, the Committee unanimously approved the minutes from the March 13, 2013 meeting.

Next, Mr. Rick Chellman and the Committee discussed various ideas about downtown traffic circulation and considered the possibility of converting one-way streets to two-way streets and the potential benefits for traffic calming, walkability and bikability, and overall economic vitality of the downtown. Mr. Chellman suggested there is potential for two-way patterns on Congress Street, Pleasant Street, and State Street. He also noted a few examples including Albuquerque, New Mexico's success with transforming one-way streets to two-way streets. City Manager Bohenko stated he believed most of the streets were converted to one-way as part of the urban renewal effort in the downtown in the 1970s. Public Works Director Steve Parkinson noted that Market Street to Bow Street had a two-way traffic pattern until the late 1980s. Mr. Parkinson and Mr. Bohenko stated that consideration of one-way to two-way conversion of streets had also been done in Atlantic Heights and that some lessons could potentially be taken from that process. Converting of streets would require traffic modeling and would need to be carefully evaluated for the potential impacts on different intersections and overall traffic patterns. In addition, there would be costs for traffic signaling and intersection upgrades.

Chairman Smith stated that consideration of alteration to traffic patterns in the downtown options should be included in the report. Mr. Lyons stated that it should be in the report to look at over time. Mr. Chellman also stated that he wasn't necessarily recommending immediate action, but that this is worth consideration. City Manager Bohenko reiterated that it needs to be carefully vetted before proceeding. Councilor Lown suggested that it be included as an implementation idea or action considered within a policy recommendation in the report. Ms. Roberts agreed that the topic is consistent with the overall objectives of the Committee.

Councilor Lown made a motion to add consideration of two-way streets in the downtown to the recommendations of the report. Mr. Chellman seconded the motion. The Committee unanimously approved the motion.

Next, the Committee reviewed the draft committee report. Councilor Lown recommended that the report should include a recommendation on parking in the downtown. City Manager Bohenko encouraged consideration of public/private partnerships to increase the supply of parking. Councilor Lown made a motion to have the Committee include a recommendation in the report to build one or more new parking garages in the downtown. Ms. Roberts seconded the motion. Chairman Smith discussed the idea of providing distributed parking at additional sites around the periphery of the downtown rather than building a parking garage at one location. Mr. Lyons stated that he thought the proposed motion was too specific and that the report should be about broader policies. He recommended including a policy statement that parking should be an integral part of an overall balanced transportation system with a strategy to consider opportunities for expanding parking supply in the downtown including the potential for a parking garage (or garages). Mr. Chellman stated that he did not believe the motion precludes the idea of distributed parking. Chairman Smith stated that it was important to work with public/private partnerships to have periphery parking and balance the amount of free and paid parking in the City. The motion as presented passed 3 to 2. Chairman Smith and Mr. Lyons voted opposed.

The Committee had consensus on adding the City Council approved Parking Principles added to the report and also had consensus on adding all changes recommended in an e-mail from Mr. Sinnott. Ms. Roberts suggested that the report include a consideration of people with disabilities when planning for transportation.

Following this discussion, the Committee agreed to allow public comment.

John Tabor of 55 Pleasant Point Drive spoke on behalf of Portsmouth Listens. Mr. Tabor stated that the group would like to work on a transportation dialogue using the Study Circle model, which has been tried in the City for previous public dialogues around the Master Plan and, more recently, the City budget. Once the Transportation Policy Committee report has been presented to City Council, Portsmouth Listens is planning to organize Study Circles to discuss transportation with emphasis on the characteristics of a sustainable transportation system. City Manager Bohenko recommended using the Committee's recommendations in the report as a starting point for the discussions. Chairman Smith stated that the Study Circles should focus on the city as a whole and not just the downtown. Mr. Tabor stated that the group is glad to be a resource to the City.

There were no other speakers following Mr. Tabor.

Chairman Smith clarified that the staff will make suggested revisions to the report and present to the committee for approval at the next meeting.

The next meeting date was set for Wednesday, April 10, 2013 in Conference Room A at 7:30 a.m.

The meeting adjourned at 8:40 a.m.

Respectfully submitted,
Adam Cannon
Special Projects Manager