

**DERRY HIGHWAY SAFETY COMMITTEE**  
**Minutes for April 20, 2023**



COMMITTEE MEMBERS	PRESENT	ABSENT
Scott Savard, Chairman		X
Vacant, Co-Chair		
Chief George Feole, Derry Police Dept. Rep.	X	
Chief Jim Richardson, Derry Fire Dept. Rep.	X	
Superintendent Alan Côté, Highway Division Rep.	X	
Jane Simard, School Dept. Rep	X	
Walter Deyo, Citizen Member	X	
Ronald Goldthwaite, Citizen Member	X	
Randall Chase, Citizen Member	X	
Lindsay Clapp, Citizen Member	X	
Jeremy Lamothe ( <i>Alt. School Dept Rep.</i> )		
Patti Doyle ( <i>Alt. School Dept Rep.</i> )		
Director David Eastman ( <i>Alt. Fire Dept. Rep.</i> )		
Director of Public Works Mike Fowler ( <i>Alt. Highway Division Rep.</i> )		
Captain Vernon Thomas ( <i>Alt. Derry Police Dept. Rep.</i> )		
Captain David Michaud ( <i>Alt. Derry Police Dept. Rep.</i> )		

In attendance: Dave Fenstermacher (VHB)

Via Zoom: None.

A monthly meeting of the Derry Highway Safety Committee was held on Thursday, April 20, 2023, at the Derry Municipal Center. The meeting was called to order at 9:05 am.

**Approval of Minutes** - The minutes from the March 16, 2023, meeting, were reviewed. ***Randall Chase made a motion to approve the March 16, 2023, minutes as written. Seconded by Lindsay Clapp. MOTION PASSED (5-0-3). Three abstained, Chief George Feole, Jane Simard, and Walter Deyo.***

**OLD BUSINESS**

- 1) Role assignment (chair & co-chair) for the appointed Highway Safety Committee members (vote needed). Dan Healey has joined the Planning Board. New resident member, Lindsay Clapp.

Alan Cote discusses the appointments of a new Chair and Co-Chair. Randall Chase nominates Scott Savard as Chair. Nomination is seconded by Ronald Goldthwaite. All in favor, none opposed (8-0-0). ***Scott Savard is appointed Chair of the Committee.***

Chief George Feole nominates Ronald Goldthwaite as Co-Chair. Ronald Goldthwaite accepts the nomination. Nomination is seconded by Alan Cote, all in favor, none opposed (8-0-0). ***Ronald Goldthwaite is appointed Co-Chair of the Committee.***

- 2) Do we still need to offer ZOOM for meetings now that COVID requirements are lifted (vote needed)?

Co-Chair Goldthwaite discusses whether or not the Committee should continue with ZOOM now that COVID restrictions are lifted. Chief Feole questions if anyone is attending via ZOOM today, which was confirmed no.

***Alan Cote motions to discontinue use of ZOOM for meetings. Seconded by Randall Chase.***

Lindsay Clapp questions if a member is unavailable to attend, would they be allowed to join virtually. Alan Cote briefly explains the alternate representatives on the Committee that are available to attend along with the amount of citizen members available to attend should someone be unavailable. He also states that he would not be opposed if a member requested in advance to attend via teleconference.

***Co-Chair Goldthwaite asks for any further discussion. No further discussion, all in favor of Alan Cote's motion to discontinue use of ZOOM for meetings. MOTION PASSED (8-0-0).***

## **NEW BUSINESS**

- 3) Jeremy Sullivan – 10 Dolores Avenue – Request for a speed limit sign installed or a “slow children” sign, (please see attachments #1 and #2).

Co-Chair Goldthwaite asks if Mr. Sullivan is in attendance and it was confirmed that he was not. Alan Cote briefly explains the traffic study that was completed on Delores Avenue with a traffic counter they placed at this location. He further discussed that they look at the 85<sup>th</sup> percentile on these studies, which is the agency standard.

Chief George Feole reads Mr. Sullivan's request dated 4/08/2023 into the record. (See attachment #1)

Alan Cote reports that the 85<sup>th</sup> percentile at this location was a speed of 25.17 mph, the 95<sup>th</sup> percentile was 27.07 mph, and the fastest speed recorded was 31.7 mph. He explains that speed is not an issue according to the traffic study completed. Further discusses state requirements and how they cannot legally post the speed at a lower limit without completing a traffic study to prove the road is unable to handle the posted speed. However, in this case, the numbers show there is no issue on Dolores Avenue.

Alan Cote discussed the request made by Mr. Sullivan to post “slow children” signs and mentions studies nationwide and that the manual for uniform traffic control devices doesn’t recommend posting signs such as, “slow children” signs which, have proven to be ineffective. He also explains that when areas become saturated with signs driver’s stop seeing them. Mr. Cote recommends the Committee send a letter to Mr. Sullivan with the speed statistics and explain to him that speed does not appear to be an issue. Co-Chair Goldthwaite confirms the consensus of the Committee is to send the letter to Mr. Sullivan and that Recording Secretary Jill Jamro will draft the letter.

- 4) For the past 4 years, the deadline for submissions was at least a week in advance of the meeting (the prior Tuesday). For example, the submission deadline for this meeting was Tuesday, April 11, 2023, at noon. This allows ample time for the committee members to review site plans and agenda items and allows time for the agenda to be posted on the website and publicly.

While there is no legal requirement for a deadline to be imposed, it is important that all who come before the Highway Safety Committee are given the same message with consistent deadlines. Please make a recommendation to vote if the committee wants to continue with the deadline of at least a week before (noon the Tuesday before) or if a new deadline process should be implemented.

Co-Chair Goldthwaite asks the members for thoughts on a deadline for submissions. Chief Feole explains that having a deadline for submissions allows them time to complete fieldwork prior to the meeting and believes it’s reasonable to have a deadline.

Lindsay Clapp questions last-minute urgent matters that might need to go before the Committee.

Alan Cote suggests they stay with the current protocol with the deadline of noon Tuesday the week prior to the meeting and anything afterwards can be deferred to the following month’s meeting.

Chief Feole explains that the Chairman will always have the discretion to add an item to the agenda late but recommends as a general rule that the committee keep with the same process they have been using.

Co-Chair Goldthwaite confirms that the Committee will maintain the same policy that has been in place for the past 4 years.

- 5) Mr. Dave Fenstermacher (VHB) – new Chipotle restaurant proposed at the main entrance to Hood Commons. Redesign of the entrance (please see attachments #3 and #4).

Mr. Fenstermacher discussed the Chipotle project and the concerns of the right turn only proposed on Crystal Avenue and suggests restricting the movement except for deliveries and trash pick-up. He explains they kept the geometry for the right turn and added posted signs “Do Not Enter – Authorized Vehicles Only.” Further explains that

drivers could still take the right turn but believes the signs will prevent most from doing so.

Alan Cote comments that this right turn would also help with fire trucks and believes it is a reasonable compromise as it's needed for deliveries and trash pick-up.

Chief Feole questions if there is a way to make it more of a dogleg right to discourage drivers from taking this turn and make it more difficult for those trying to make a left-hand turn. Alan Cote also suggests making it a slope granite. Mr. Fenstermacher confirms they will look into changing the surface of the road as well.

***Chief Feole motions to approve and allow access from Crystal Avenue into the driveway with the two, "Do Not Enter Authorized Vehicles Only," signs placed as indicated on the plan (See attachment #4) with the caveat that the developers explore increasing the sweep right angle to limit traffic making a left hand turn off of Crystal Avenue. Seconded by Alan Cote. MOTION PASSED (8-0-0).***

### **MOTION TO ADJOURN**

At 9:32 am, ***on a motion by Randall Chase and a second by Alan Cote the meeting adjourned. MOTION PASSED (8-0-0).***

**The next meeting will be on Thursday, May 18, 2023 at 9:00 am.**

Respectfully Submitted,  
Sarah Gibbs

*for*

Jill Jamro, Recording Clerk

Attachments: New Business Item #3 attachments #1 & #2  
Old Business Item #5 attachments #3 & #4