

TRAFFIC SAFETY ADVISORY COMMITTEE MEETING

Wednesday July, 27, 2022

Stow Town Building

380 Great Road, Stow, MA 01775

**Town Building and
On-line**

Topic: TSAC

Time: July 27, 2022 01:00pm PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81756295320?pwd=am4zQVZCZXM0NVBUUGxEeGpGVFIQdz09>

Meeting ID: 817 5629 5320

Passcode: 364920

| | | |
|----|---------|---------------|
| 1. | 1:30 PM | Call to Order |
|----|---------|---------------|

Traffic Safety Advisory Committee Administrative Items

| | | |
|----|--|----------------|
| 2. | | Public Input |
| 3. | | Review Minutes |
| 4. | | Member Updates |

Appointments/Discussion/Action Items

| | | |
|-----|--|---|
| 5. | | Fall Traffic Plan |
| 6. | | Update on Treaty Elm Sign |
| 7. | | Hudson Road at Great Road |
| 8. | | Boxboro Rd at Airport |
| 9. | | 92 Great Road, Carlot Express |
| 10. | | Speed Limit Sign at Hudson Road Town Line |
| 11. | | ARPA Awards |
| 12. | | West Acton at Crescent Mirror |
| 13. | | Circuit Rd. Delineators |
| 14. | | Location of Speed Radar Signs |
| 15. | | Enforcement Stats |

Posted July 22, 2022 at 11:00am

DRAFT

Town of Stow
TRAFFIC SAFETY ADVISORY COMMITTEE

Minutes of July 20, 2022 Traffic Safety Advisory Committee Meeting

Members Present: Chief Michael Sallèse, Fire Chief John P Benoit, Steve Nadeau, Jesse Steadman

Chief Sallèse called meeting to order 1:00 PM

Approval of Minutes | July 11, 2022

Chief Benoit moved to approve the minutes of July 11, 2022 as written.

Jesse Steadman Seconded.

VOTED: 4-0 (Unanimously in favor: Steve Nadeau – Yea; Chief Benoit – Yea; Chief Sallèse – Yea; Jesse Steadman - Yea)

Member Updates

Chief Sallèse noted that the installation of an LED stop sign at the intersection of Hudson Road and Great Road has been approved for purchase through ARPA funding.

Chief Sallèse noted that a sign for Treaty Elm Lane has been purchased as well that will be accompanied by a flashing light, notifying drivers of the potential for turning vehicles.

Chief Sallèse noted he and Steve Nadeau reviewed the location of a requested mirror on Crescent Street. Chief Sallèse reported that the resident recognizes it is their responsibility to purchase and install the mirror.

Chief Sallèse reported that he has sent a response to letter to Mark Jones.

Jesse Steadman noted that a Notice of Award has been sent to Green International Affiliates, Inc. for work at Hudson and Great Roads.

Traffic Management Discussion for Apple Orchards

The Committee discussed potential updates to the traffic management plan for Honey Pot Hill, including additional no parking postings, adding a 2nd detail officer, timely removal of road closure signage at Sudbury Road, as well as the need to start a discussion regarding the potential for the addition of a sidewalk between Whitman Street and the entrance to Lot C on Boone Road.

The Committee discussed Shelburne Farm, noting that no significant changes in the traffic management plan are needed.

Collings Foundation

The Committee discussed the request for a gate at the emergency entrance to the Collings Foundation, which the Fire Chief was amenable to.

Respectfully Submitted,

Jesse Steadman

Traffic Safety Advisory Committee Meeting Minutes | July 20, 2022
Approved



Town of Stow
**TRAFFIC SAFETY
ADVISORY COMMITTEE**

**380 Great Road
Stow, Massachusetts 01775-1122
(978) 897-4545**

The following Traffic mitigation plan has been developed by the Stow Traffic Safety Advisory Committee as a pro-active measure to protect the citizens and all who visit Stow during fall time and any scheduled or non-scheduled events that contribute to a hazardous traffic condition. The intent of this plan is to alleviate traffic congestion which would hamper the movement of public safety vehicles during an emergency either related or non-related to the venue.

This plan has been developed as a multiple stage program to accommodate several locations and conditions with a seamless transition from one stage to the next as a situation escalates.

This plan will require actions from multiple agencies in conjunction with the local business owners. It is our commitment to offer the residents and all that visit Stow a safe and pleasant experience.

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Stow Police Operating Guidelines

Special Events Planning Stow Police Department Policy & Procedure No. 7.02

I. General Considerations and Guidelines

The purpose of this policy is to provide a guideline for employees assigned the task of planning for a special event.

II. Policy

It is the policy of this department to plan in advance for events whenever possible and, depending upon the scale of the event, distribute responsibilities for event planning and management.

II. Procedures [46.2.7]

A. Event Planning and Management

1. Duties

- a. The Chief of Police in conjunction with other public agencies will develop a written event plan to coordinate the actions of Public Safety Personnel during events.
- b. In the absence of the Chief of Police an Event Supervisor shall be designated to oversee the event, The supervisor will utilize the developed plan as a guideline to mitigate perceived public safety issues.
- c. Other employees may be assigned to manage subtasks as part of the overall event and report to the Event Supervisor:
 - 1) Traffic;
 - 2) Security;
 - 3) Medical Support;
 - 4) Logistics;

2. Event Plan Management

- a. Event proposals shall be filed with the Chief of Police.
- b. Copies of the event proposals shall be made available to all Public Safety Officials in advance, to be reviewed for planning feedback.
- c. An event plan is for official use only and may not be released pursuant to public records requests. It may not be distributed outside of the department without the authorization of the Chief of Police.¹

B. Event Plan

1. Purpose [46.1.2]
 - a. The event plan consists of a plan of command, control, and organized deployment of resources for a planned event.
 - b. Existing event plans for this department include:
 - 1) Fourth of July Celebration i.e. Lake Boon Water Carnival
 - 2) Thanksgiving Day Turkey 5k Run
 - 3) Memorial Day Parade
 - 4) Springfest
 - 5) Run for the Woods 5k- Week of Springfest
 - 6) Apple Picking Season
 - 7) Collings Foundation

2. CONSIDERATIONS

The following items will be taken into account during the development of an event plan.

- a. CROWD CONTROL
 - 1) A written estimate of the number of attendees
 - 2) Age and mobility of attendees
 - 3) Anticipated crowd control problems
- b. TYPE OF EVENT
 - 1) Reason for attending the event
 - 2) Examples: political, celebratory, entertainment, protest
- c. SCOPE OF EVENT
 - 1) Geographic area
 - 2) Length of event, time-wise
- d. SECURITY CONSIDERATIONS
 - 1) Hostile participants
 - 2) Counterdemonstrations
 - 3) Weapons
 - 4) Terrorism
- e. TRAFFIC
 - 1) Access to the event
 - 2) Egress from the event
 - 3) Emergency vehicles
 - 4) Street closings
 - 5) Traffic direction and control posts
- f. PARKING
 - 1) Authorized parking areas
 - 2) Handicapped parking access
 - 3) Bicycles
 - 4) Parking area security
- g. ANTICIPATED CRIME PROBLEMS

- 1) Event participants
- 2) Persons victimizing participants
- h. LOGISTICAL REQUIREMENTS
 - 1) Equipment
 - 2) Supplies
 - 3) Medical support
 - 4) Staging area
- i. STAFFING
 - 1) Local personnel resources
 - 2) Available personnel resources from outside agencies
 - 3) Use of special operations personnel, if any
- j. COORDINATION
 - 1) Within the agency
 - 2) Within the municipality
 - 3) Outside of the municipality

C. Post Event Review

- 1. After Action review
 - a. The Chief of Police shall conduct an after-event review to determine the overall strengths and weaknesses of the event plan.
- 2. After Action Report
 - a. The Chief of Police shall create an after-action report highlighting strengths and weakness of the plan and lessons learned.

Honey Pot Orchard

Phase I

The Phase 1 plan will be implemented every weekend, weather permitting from the Third weekend in September through Columbus Day weekend.

1. Prepare all active cruisers with "Road Closed" signage.
2. The Stow Highway will place additional "Road Closed" signs at the following locations in the event of an unforeseen emergency.
 - a. Gleasondale Road @ Whitman Street
 - b. Gleasondale Road @ Boon Road
 - c. Sudbury Road @ State Road
3. Police will post the area around Honey Pot with No Parking signs, additional signs will be posted..
 - a. Sudbury Rd @ Whitman to south side of Bridge
 - b. East side of Barton Rd
 - c. Appleblossom Ln
 - d. Robert Rd @ Boon Rd
 - e. Robert Rd @ Whitman
 - f. Boon Rd
 - g. Sudbury Rd @ Whitman to Gleasondale Rd
4. Police and Fire Chief's or designee will meet with the Martin Family at Honey to discuss plans as needed and relay updated cell phone contacts.
5. A Police Detail consisting of 2 Officers from 11:00 am to 3:00 pm weather permitting
6. One shall be at the Whitman Street, Boon Road and Sudbury Road intersection.
7. One at Sudbury Road in the vicinity of the Farm Stand exit and Lot "A", this officer may be used to also alleviate traffic at Lots B & C or Gleasondale @ Sudbury Rd if needed.
8. Detail Officers will remove road closure sign at Gleasondale at end of each day.
9. Police and Dispatch will have authority to call in extra help as needed or call in the next shift early, if deemed necessary.

- 10. Additional Fire Personnel maybe be recalled by the Shift Officers if necessary**
- 11. Honey Pot Orchard will be prepared to open additional parking areas including Lot "E" immidiately when requested by the Detail Officers in the interest of public safety**
- 12. Town sign board will be utilized as needed**
- 13. Additional Stow Police no parking signs will be given to Honey Pot Orchards**
- 14. Map of Honey Pot parking lots and Maze issued to Police and Fire personnel**
- 15. Mutual aid Police and Fire assistance is available if necessary**
- 16. Police and Fire personnel will be updated on procedures for the weekend**
- 17. All active lots must have a monitor with communications. This monitor will notify Their supervisor when the lot is 75% full. At this time an additional lot must be opened immidiately. The Detail Officer will be notified of the change and direct traffic accordingly.**
- 18. Honey Pot will supply a Farm Stand parking monitor to notify the Lot "C" monitor that no more spaces are available and shut down Boon Road to the Farm Stand.**
- 19. Police have authority to shut down inbound traffic on public ways to Honey Pot if these roads are at capacity and causing a public safety issue. (*Town of Stow By-Law, Article II, section 2*)**
- 20. Maze traffic to be restricted to "Right Turn Only" toward Gleasondale Road due to Boon Road closure. (*Town of Stow By-Law, Article II, section 1*)**
- 21. Sudbury Rd. (south) through the orchard towards Gleasondale Rd. will be allowed to be a one way exit route for Honey Pot traffic with no traffic entering from Rte 62, residents only (*Town of Stow By-Law, Article II, section 1*)**
- 22. Traffic leaving Sudbury Road at Gleasondale Road will be directed to Hudson Lower Main Street. (Reducing traffic returning to State Road via Boon Road)**
- 23. Farm Store Exit traffic to be directed to Sudbury Road to Gleasondale**
- 24. Sign Board to be placed at Sudbury Road at Gleasondale Triangle to direct right turns before triangle for north on 62.**

Detail Officer Operating Guidelines

Detail Officer I (Whitman Street @ Boon Road)

The Officer will report to the Farm Stand to meet with Chelcie Martin to review the days agenda and will be assigned a Honey Pot Orchard portable radio.

- Whitman Street traffic will be directed down Boon Road to enter into the Store or Lot's "C & B"
- Sudbury Road traffic from State Road will be directed up Sudbury Road to Lot "A"
- Detail Officer I will constantly monitor traffic levels on Whitman Street, Boon Road and Gleasondale Road
 - a. Andrew Martin cell # (978) 394-5911
 - b. Andrew Martin Cell # 2 (978) 394-5346
 - c. Chelcie Martin cell # (978) 875-2756

Detail Officer II (Sudbury Road @ Lot "A" / Farm Stand entrance)

- Place traffic cones allowing only inbound traffic to Lot "A" from Sudbury Road and exiting traffic from Lot "A" and the Farm Stand to exit south on Sudbury Road.
- Keep constant flow of traffic entering Lot "A" from Sudbury Road to eliminate back-up on Sudbury Road from State Road
- Assist with pedestrian traffic crossing Sudbury Road from the Farm Stand to Lot "A".
- Assist traffic at the Entrance to B and C on Boon Road
- Assist Traffic at Gleasondale and Sudbury Road
- Ensure Barricade is up at beginning of Detail, leaving room for residents
- Remove Barricade at Gleasondale Road
- Conditions permitting, Detail Officer II may be utilized in alternate locations to alleviate other traffic conditions.

Phase II

Phase II will be implemented when a report has been received by either detail officer regarding traffic back-ups in the following locations. (*Town of Stow By-Law, Article II, section 1*)

Whitman Street @ Birch Hill Road

- Traffic permitting Detail Officer I will allow traffic to move straight across to Lot "A" in addition to Lot's "B & C".
- If necessary, Detail Officer I will implement the Road Closure at Gleasondale Road and Whitman Street to reduce traffic.

Gleasondale @ Boon Road

- If necessary, Detail Officer I will implement the Road Closure at Gleasondale Road and Boon Road to reduce traffic.

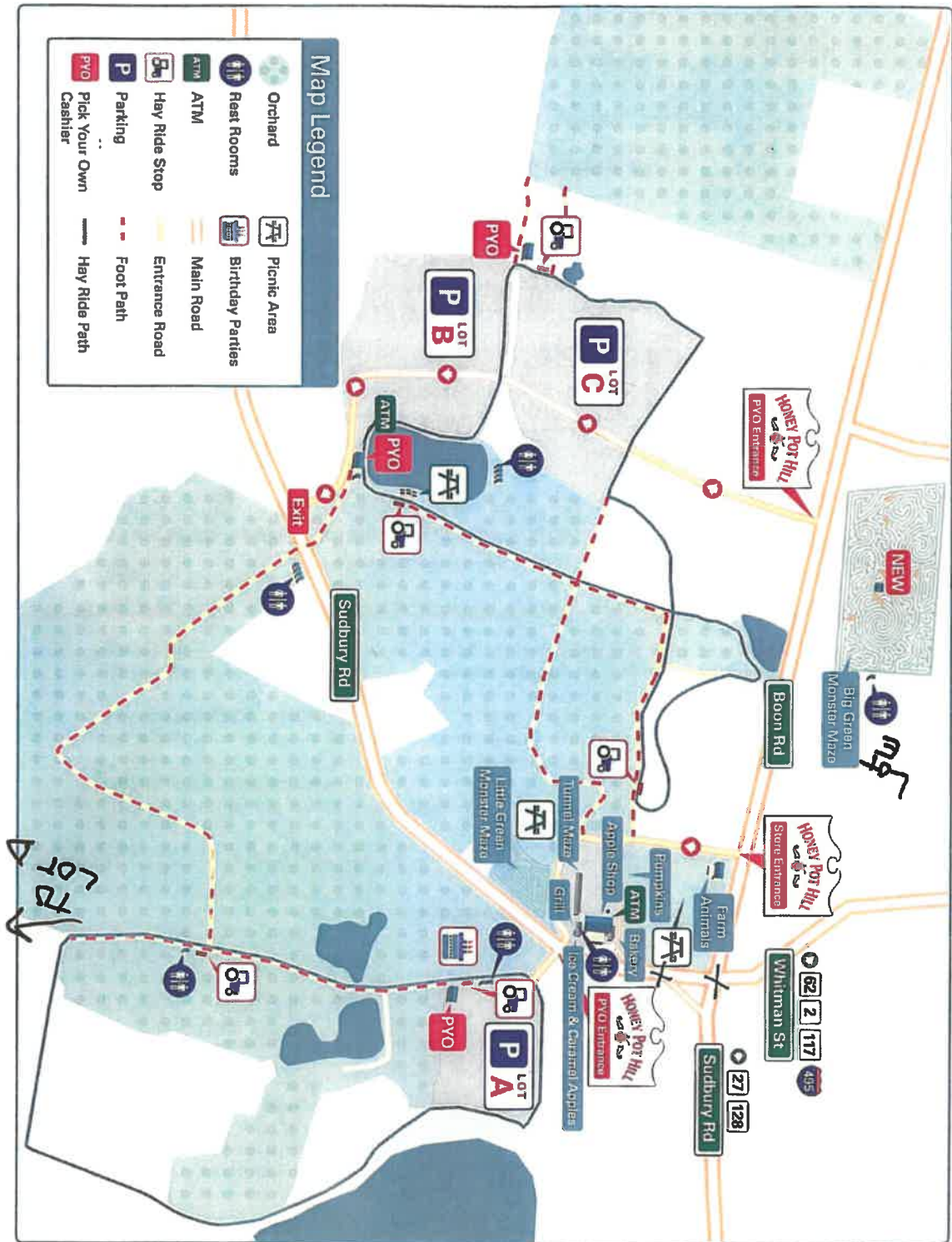
Sudbury @ State Road

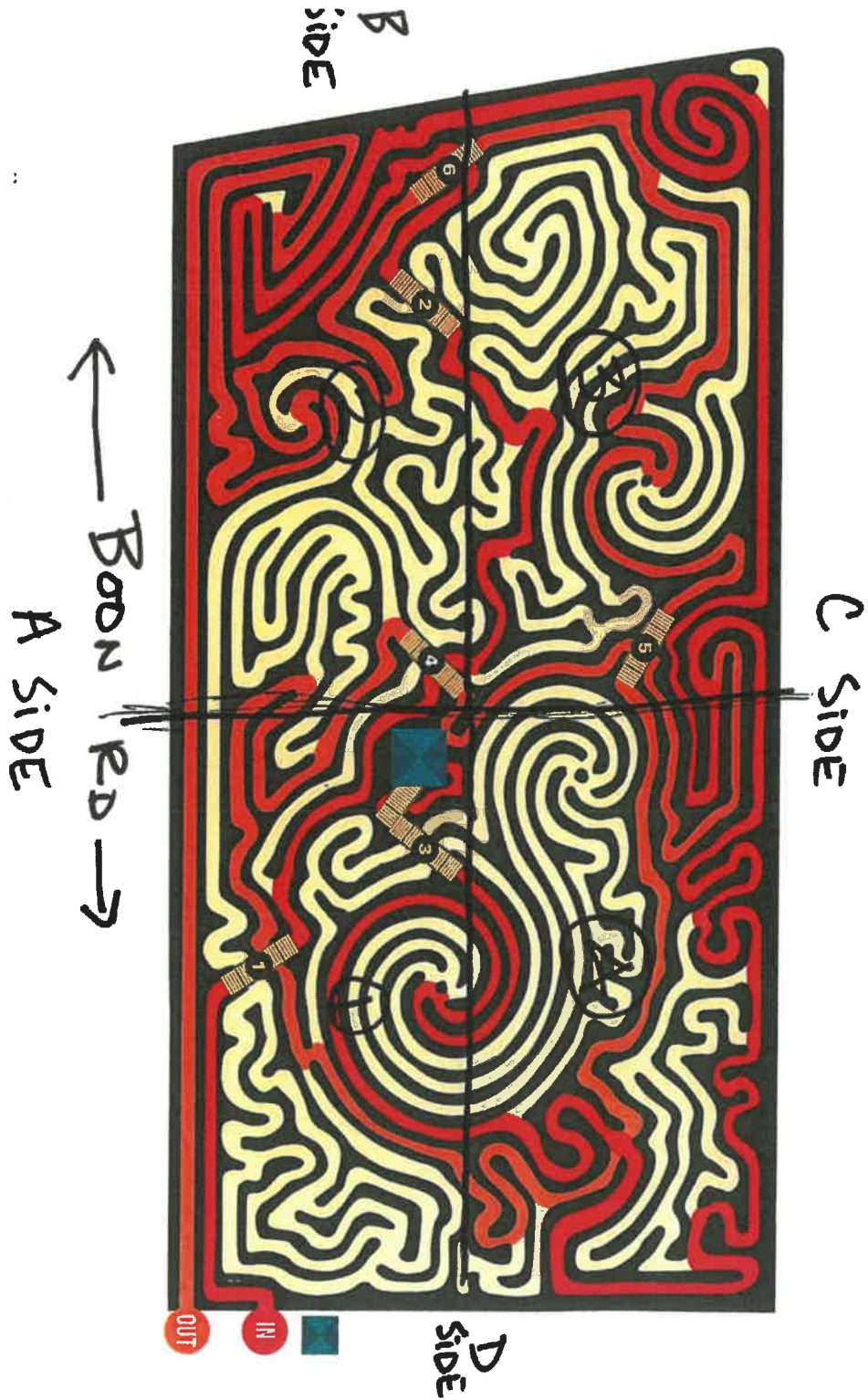
- Traffic permitting Detail Officer I will allow traffic to move straight across the Whitman Street intersection to Boon Road access to Lot "C" along with the Sudbury Road access to Lot "A"
- If necessary Detail Officer I will implement the Road Closure at State Road and Sudbury Road to reduce traffic.

Phase III

Phase III will be implemented in the event of a reported incident in the vicinity of or south of the Whitman Street intersection. (*Town of Stow By-Law, Article II, section 2*)

1. Dispatch will notify both Detail Officers of the incident and location.
2. Depending on the location immediate action will be taken by the Detail Officers to relieve traffic in the most direct route of travel for emergency services.
3. Mutual Aid will be dispatched if deemed necessary by the Detail Officers or the Fire and Police Shift Supervisors.
4. Appropriate road closures will be implemented and remain up for the duration of the incident.





Shelburne Farms

Phase I

The Phase 1 plan will be implemented every weekend, weather permitting from Labor Day weekend through Columbus Day weekend.

1. Prepare all active cruisers with "Road Closed" signage
2. Police and Dispatch will have authority to call in extra help as needed or call in the next shift early, if deemed necessary.
3. Additional Fire Personnel will be recalled by the Shift Officers if necessary
4. Cell phone communication confirmed with the staff, they will be given Police and Fire Chief's cell numbers
5. Police will post the area around Shelburne Farm with No Parking signs, additional signs will be posted as needed.
 - a. No Parking Signs on West Acton Road from South Acton to Brandy Meade
 - b. No Parking Signs on Brandy Meade
6. Police and Fire Chief's meet with the Owner at Shelburne Farm to discuss plans as needed
7. Town sign board will be utilized as needed
8. Map of Shelburne Farm parking lots and issued to Police and Fire personnel
9. Mutual aid Police and Fire assistance is available if necessary
10. Police and Fire personnel will be updated on procedures for the weekend
11. All active lots must have a monitor with communications. This monitor will notify Their supervisor when the lot is 75% full. At this time an additional lot must be opened immediately.
12. Police have authority to shut down inbound traffic on public ways to Shelburne Farm if these roads are at capacity and causing a public safety issue.

Phase II

Phase II will be implemented when a report has been received by either detail officer regarding traffic back-ups in the following locations

West Acton Road @ Crescent Street

- On duty officers will place a “Road Closed” sign at the West Acton, Boxborough, and South Acton Intersection diverting traffic from West Acton Road to both South Acton Road and Boxborough Road. This action will quickly alleviate congestion for emergency vehicles to access West Acton Road if needed.
- Shelburne Farm will be directed to close entrance to and use secondary parking lot on West Acton Road.
- If necessary Detail Officer I will implement the Road Closure at Crescent Street and West Acton Road to reduce traffic.

Phase III

Phase III will be implemented in the event of a reported incident in the vicinity of Shelburne Farms, on West Acton Road or any connecting road that will need access from outside agencies.

1. Dispatch will notify the On-Duty Officers of the incident and location.
2. Depending on the location immediate action will be taken by the Detail Officers to relieve traffic in the most direct route of travel for emergency services.
3. Mutual Aid will be dispatched if deemed necessary by the Detail Officers or the Fire and Police Shift Supervisors.
4. Appropriate road closures will be implemented and remain up for the duration of the incident.

COLLINGS FOUNDATION

Phase I

The Phase I plan will be implemented when the Collings Foundation is hosting a major scheduled event weather permitting

- 1. Prepare all active cruisers with "Road Closed" signage**
- 2. Police will post the area around the Collings Foundation with no parking signs if needed; additional signs will be posted as needed.**
- 3. Police and Fire Chief's meet with the Collings Foundation to discuss plans as needed**
- 4. Police and Dispatch will have the authority to call in extra help as needed or call in the next shift early, if deemed necessary**
- 5. Additional Fire Personnel will be recalled by the Shift Officers if necessary**
- 6. Cell Phone communication confirmed with Collings Foundation staff**
- 7. Collings Foundation will be prepared to open additional parking areas immediately if requested by Public Safety Officials**
- 8. Town Sign Board will be utilized as needed**
- 9. Additional Stow Police no parking signs will be given to Collings Foundation**
- 10. Mutual Aid Police and Fire assistance is available if necessary**
- 11. Police and Fire Personnel will be updated on procedures for the weekend**
- 12. All active lots must have a monitor with communications. This monitor will notify their supervisors when the lot is 75% full. At this time additional parking areas will be utilized immediately.**
- 13. Police have the authority to shut down inbound traffic on public and private ways to the Collings Foundation if these roads are at capacity and causing a public safety issue (*Town of Stow By-Law, Article 11, section 2*)**
- 14. A chain across the fire access road with a Fire Department lock will be added to the entrance.**

PHASE II

Phase III will be implemented in the event of a reported incident on Barton Rd. in the vicinity of the Collings Foundation.

- Dispatch will notify on duty officers of the incident and location.
- Immediate action will be taken by the on duty officers to relieve traffic in the most direct route of travel for emergency services.
- Mutual Aid will be dispatched if deemed necessary by the Police and Fire Department supervisors.
- Appropriate road closures will be implemented and remain in place for the duration of the incident.

Town of Stow By-Laws

Article 6. Police Regulations

Section 13.

a. No vehicle shall be parked on the left side of any street, road, square or way within the Town of Stow, nor shall any vehicle be parked so as to interfere with the normal flow of traffic, nor shall any vehicle be parked anywhere within the Town of Stow in such a manner as to hinder in the plowing or removal of snow from any street, road, square, or way. (amended 2/24/59)

b. No person, which term shall include any company, corporation or other entity and its agents and employees, shall block or obstruct the normal flow of vehicular traffic on any public way, or private way open to the public, for any reason, including repairs by any public utility, without first obtaining a permit from the Chief of Police, acting for or on behalf of the Selectmen. Such permits may be granted by the Chief of Police on such terms and conditions as he in his sole judgment and discretion shall determine to be in the interests of public safety. Any public utility or other person frequently engaged in activities in or near such a way may be granted a general permit for all such work; provided, however, that the Police Department shall be notified by the holder of such permit prior to the undertaking of any work thereunder. The denial of a permit, or any terms and conditions imposed, may be appealed by the applicant to the Board of Selectmen. Any person, prior to the issuance of such permit, shall agree in writing to indemnify and hold the Town and its officials harmless from any damages as may be awarded or legal fees incurred in any action for personal injury or property damage suffered as a result of the issuance of any permit. (added 5/8/84)

Town of Stow Traffic Rules and Orders

With amendments through October 6, 2009.

At a meeting of the Board of Selectmen held in Stow on November 23, 1971 the following vote was duly passed:

The Board of Selectmen of the Town of Stow acting by virtue of the power given to it by Chapter 40, Section 22 of the General Laws (Ter. Ed.) and by virtue of any other power it hereto enabling, hereby adopts and makes the following rules and orders for the regulation of traffic upon the streets and highways of said town, the same to be known as Traffic Rules and Orders of the Town of Stow, insofar as the said rules and orders or any of them are the same as any valid regulations, rules and orders now in force, they shall be deemed to be a continuation thereof.

Article II. Authority and Duties of Police

Section 1. Police to Direct Traffic

It shall be the duty of the Police Officers to enforce the provisions of these rules and orders. Police Officers are hereby authorized to direct all traffic either in person or by means of visible or audible signal in conformance with the provisions of these rules and orders, provided that in the event of a fire or other emergency, to expedite traffic or safe-guard pedestrians, officers of the Police or Fire Department may direct traffic as conditions may require, notwithstanding the provisions of these rules and orders.

Section 2. Police May Close Streets Temporarily

The Police may close temporarily any street or highway in an impending or existing emergency or for any lawful assemblage, demonstration or procession provided there is reasonable justification for the closing of such street.

Section 3. Police May Prohibit Parking Temporarily

The Police may prohibit, temporarily, parking on any street or highway or part thereof in an impending or existing emergency or for a lawful assemblage, demonstration or procession provided there is reasonable justification for such prohibition. Vehicles parked in places where parking is prohibited temporarily may be moved by or under the direction of an officer.

Section 4. Exemptions

The provisions of these rules and orders shall not apply to operators actually engaged in work upon a street or highway closed to travel or under construction or repair, to officers when engaged in the performance of public duties nor to drivers of emergency vehicles while operating in an emergency and in performance of public duties when the nature of the work of any of these necessitates a departure from any part of these rules and orders. These exemptions shall not, however, protect the driver of any vehicle from the consequences of a reckless disregard of the safety of others.

Article III. Traffic Signs, Signals, Markings and Zones

Section 1. Interference with Signs, Signals and Markings Prohibited

It shall be unlawful for any person to willfully deface, injure, move, obstruct or interfere with any official traffic sign, signal or marking.

Section 2. Obedience to Traffic Controls

No driver of any vehicle shall disobey the instructions of any official control signal, sign, marking, marker or legend, unless otherwise directed by a police officer.

Collective Bargaining Agreement Regarding Details

Agreement Between the Town of Stow and Stow Police Unit Local 206 Massachusetts Coalition of Police, AFL-CIO

Article XVII: Extra Paid Details

Section 1. Details, special details, road construction or repair, roadside improvements or public utilities construction or repairs, which may tend to hinder or endanger the normal flow of traffic, vehicular, pedestrian or otherwise, shall first be offered to the full-time Police Officers of the Stow Police Department...

Section 6. The Chief, when available, or the on duty shift commander in his absence, shall determine on a case by case basis, given the nature of a detail work request, the number of officers to be assigned to work the detail. Officer safety will be a primary consideration in determining the officer assignment numbers.

Chief Michael Sallese

From: mdf030@aol.com
Sent: Monday, June 13, 2022 6:09 PM
To: Chief Michael Sallese
Cc: Jesse Steadman; Karen Kelleher; selectboard; Denise Dembkoski; Frank Ramsbottom
Subject: Re: Safety Concern
Attachments: 20220611_134732_resized_2.jpg

Follow Up Flag: Flag for follow up
Flag Status: Completed

Hi Chief Sallese

I had read Mass Law 90-9 and I was under the idea that law was designated for only "New" vehicles and not used vehicles being transported from place to place. You surely know the law better than I and appreciate your follow up.

Attached is a photo for you to see the location of the truck and trailer to see how much it did impede on the traffic and the bike lane.

Where can I find a copy of the current Traffic Rules and Orders you mention in your note? I would like to review them.

Thank you for communicating with the dealerships of my concerns as they should be everyone's concerns as we all drive by there. It is extremely tight and with speed limits that are not reasonable for that type of unloading it is to my dismay more cannot be done.

Maybe this note will help guide the Planning Board in the review process for Lower Village to address this concern. I believe in my heart that this will be a future accident location due to the unloading of vehicles.

I was disappointed that TSS sign shop would stop people from parking there for the few funerals, visitors, or the Memorial Day events the Town has each year. I hope the people don't find out it is legal to park in front of the cemetery.

Once again, I value your opinion, appreciate your time and thank you for your quick response.

Mark

Mark D Forgues
39 Adams Drive
Stow, Ma 01775
508-951-7929

-----Original Message-----

From: Chief Michael Sallese <policechief@stow-ma.gov>
To: mdf030@aol.com <mdf030@aol.com>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
Sent: Mon, Jun 13, 2022 4:14 pm
Subject: RE: Safety Concern

Hi Mark,

Thank you for your many concerns. I will try to address as many that the PD can.

1. Unlicensed and unregistered vehicles can be driven on the roadway without plates that are being delivered

- a. Under Massachusetts Law 90-9 A new automobile being delivered to a dealer by means of a tractor and trailer may be unloaded on a public way and driven by the person so delivering or his agents or servants without such registration to a dealer's premises over a public way for a distance not exceeding three hundred feet provided that the person so delivering, with respect to such new automobile, shall have filed with the registrar a motor vehicle liability policy or bond in compliance with the provisions of this chapter.
2. Parking on 117
 - a. Parking on 117 is allowed as we have seen many times, such as in front of Center School, Churches, residents houses
 - b. The issue is, does the location of truck parking (or other) violate any current parking by-law in the Traffic Rules and orders, or does the parking impede the flow of traffic.
 - c. Current Traffic Rules and orders prohibits parking north side of great road from Pomposittcut st to Samuel Prescott.
 - d. To determine if it is a hazard a call should be made at the time of concern to the PD to have an officer evaluate the situation and decide a course of action.
 3. Tss Printing, no parking signs
 - a. A private company of private land can prohibit or permit parking as they choose to
 4. I will be speaking with both Car Lot and Yolo to inform them of your concern and to see if unloading can be made at another location if determined to impede traffic.

Thank you,

*Michael Sallese, Chief of Police
Stow Police Department
305 Great Road
Stow, MA 01775
978-897-4545*

From: mdf030@aol.com <mdf030@aol.com>
Sent: Monday, June 13, 2022 11:22 AM
To: stowpolice <stowpolice@stow-ma.gov>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Demboski <townadministrator@stow-ma.gov>; mdf030@aol.com; Frank Ramsbottom <building@stow-ma.gov>
Subject: Safety Concern

06/13/2022

Good Day Chief Sallese,

I am writing to you today to notify you of a **Huge Safety Concern**. On Saturday 6/11/2022 a car carrier (Trailer license # TZ34710) parked in front of the cemetery on Route 117 blocking most of the road on the cemetery side and proceeded to unload a car. Then driving an unlicensed and unregistered vehicle along Route 117 and into the car dealership. Drivers going by were blasting their horns as this was certainly a hazard. I have a photo if you would like to see the exact location. I called to file an incident report to the station and told the dispatcher of the concern. To my surprise he told me that it was legal to park on State Highway Route 117 which I thought was not allowed. If this is true it would allow parking in front of the cemetery and accidents would occur. This is the second time I have seen a car carrier recently parked on Route 117. The first time it was located in front of Car Lot Express, but I thought it was broken down as the truck towing it was disconnected from the trailer. I now have a different opinion. Obviously driving unregistered, uninsured vehicles on the road is illegal and the dealership could easily place a dealer's plate on the vehicle, but they did not. That is less of a concern to me then leaving these oversized vehicle's parked on the highway blocking almost the whole lane as well as the bike lane.

During the Lower Village Road project, the planning board had multiple conversations regarding where the mourners would park if there was a funeral at the cemetery as well as the town employee who maintains the cemetery property. As it was perceived to be illegal and was not allowed in the Lower Village. Concessions were made to lower the curbing for the cemetery worker and some space on Pompositticut was allowed for cemetery parking by the planning board during construction. .Tss print shop installed a no parking sign on the property stating cemetery parking was not allowed on his property. This was right after the Memorial Day.

My question to you is parking allowed in front of Car Lot Express and the cemetery? If parking is allowed this creates a **HUGE Safety Hazard** that should be addressed either way. If not legal to park on a state highway or not allowed in Lower Village, please advise Car Lot Express and Yolo Moto car dealerships' they cannot unload their vehicles on the road.

The Select Board issued licenses to the dealerships without any site plan of where cars would be unloaded. The lot is now stuffed with vehicles with the increase in allowed vehicle's that it is impossible to unload a car carrier at 92 Great Road. The dealership before never unloaded their vehicles on the road. I believe this would possibly make the town liable for any accidents at these locations.

Please let me know what the laws are and if you are able to stop this Safety Issue before someone gets hurt or even killed. I truly appreciate anything you can do to prevent a possible horrific accident.

Concerned Citizen

Mark D Forgues
9 White Pond Road
39 Adams Drive
Stow, Mass 01775
508-951-7929

Cc: Planning Board Committee Members
Town Administrator
Select Board
Zoning Board of Appeals
Zoning Enforcement Officer

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Chief Michael Sallese

From: mdf030@aol.com
Sent: Thursday, July 21, 2022 6:13 PM
To: Chief Michael Sallese
Cc: Jesse Steadman; Karen Kelleher; selectboard; Denise Dembkoski; Frank Ramsbottom
Subject: Re: Safety Concern

Follow Up Flag: Follow up
Flag Status: Completed

Hi Chief Sallese

Again, today a car carrier was unloading a vehicle while parked on Great Road in front of the mailboxes of 92 Great Road and up to the driveway of 1 White Pond Road. It was difficult to turn in to the driveway due to how close it was to it. After some review of the Mass General Laws, I have found that parking in a Designated Bike Lane is illegal and certainly is not an emergency. I now ask that you notify the car dealerships that they must make room to load and unload their vehicles on the dealership car lot. This is unsafe for the vehicle traffic and the cyclists wanting to use this lane and extremely dangerous. Please notify me of your decision and action taken. It upsets me that I have to place you in the middle of this, but I can't be silent when this is an accident waiting to happen. Please let me know if you have any questions for me.

Thank You for your help.

Mark

Part I Title XIV Chapter 89

Section 4D: Standing or parking of motor vehicle in a designated bike lane

Section 4D. The operator of a motor vehicle shall not stand or park the vehicle upon an on-street path or lane designated by an official sign or marking for the exclusive use of bicycles, except in a case of emergency.

Mark D Forgues
39 Adams Drive
Stow, Ma 01775
508-951-7929

-----Original Message-----

From: Chief Michael Sallese <policechief@stow-ma.gov>
To: mdf030@aol.com <mdf030@aol.com>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
Sent: Tue, Jun 14, 2022 8:54 am
Subject: RE: Safety Concern

Hi Mark,

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Here is the link to the traffic rules and orders and I have also attached the pdf.

<https://www.stow-ma.gov/board-selectmen/files/traffic-rules-and-orders-october-2009>

Thank you for the picture, again I encourage a call be made to the police station at the time of the concern so that we can assess, investigate and if necessary, take proper action.

*Michael Sallese, Chief of Police
Stow Police Department
305 Great Road
Stow, MA 01775
978-897-4545*

From: mdf030@aol.com <mdf030@aol.com>
Sent: Monday, June 13, 2022 6:09 PM
To: Chief Michael Sallese <policechief@stow-ma.gov>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
Subject: Re: Safety Concern

Hi Chief Sallese

I had read Mass Law 90-9 and I was under the idea that law was designated for only "New" vehicles and not used vehicles being transported from place to place. You surely know the law better than I and appreciate your follow up.

Attached is a photo for you to see the location of the truck and trailer to see how much it did impede on the traffic and the bike lane.

Where can I find a copy of the current Traffic Rules and Orders you mention in your note? I would like to review them.

Thank you for communicating with the dealerships of my concerns as they should be everyone's concerns as we all drive by there. It is extremely tight and with speed limits that are not reasonable for that type of unloading it is to my dismay more cannot be done.

Maybe this note will help guide the Planning Board in the review process for Lower Village to address this concern. I believe in my heart that this will be a future accident location due to the unloading of vehicles.

I was disappointed that TSS sign shop would stop people from parking there for the few funerals, visitors, or the Memorial Day events the Town has each year. I hope the people don't find out it is legal to park in front of the cemetery.

Once again, I value your opinion, appreciate your time and thank you for your quick response.

Mark

**Mark D Forgues
39 Adams Drive
Stow, Ma 01775
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-----Original Message-----

From: Chief Michael Sallese <policechief@stow-ma.gov>
To: mdf030@aol.com <mdf030@aol.com>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom

<building@stow-ma.gov>

Sent: Mon, Jun 13, 2022 4:14 pm

Subject: RE: Safety Concern

Hi Mark,

Thank you for your many concerns. I will try to address as many that the PD can.

1. Unlicensed and unregistered vehicles can be driven on the roadway without plates that are being delivered
 - a. Under Massachusetts Law 90-9 A new automobile being delivered to a dealer by means of a tractor and trailer may be unloaded on a public way and driven by the person so delivering or his agents or servants without such registration to a dealer's premises over a public way for a distance not exceeding three hundred feet provided that the person so delivering, with respect to such new automobile, shall have filed with the registrar a motor vehicle liability policy or bond in compliance with the provisions of this chapter.
2. Parking on 117
 - a. Parking on 117 is allowed as we have seen many times, such as in front of Center School, Churches, residents houses
 - b. The issue is, does the location of truck parking (or other) violate any current parking by-law in the Traffic Rules and orders, or does the parking impede the flow of traffic.
 - c. Current Traffic Rules and orders prohibits parking north side of great road from Pomposittcut st to Samuel Prescott.
 - d. To determine if it is a hazard a call should be made at the time of concern to the PD to have an officer evaluate the situation and decide a course of action.
3. Tss Printing, no parking signs
 - a. A private company of private land can prohibit or permit parking as they choose to
4. I will be speaking with both Car Lot and Yolo to inform them of your concern and to see if unloading can be made at another location if determined to impede traffic.

Thank you,

*Michael Sallese, Chief of Police
Stow Police Department
305 Great Road
Stow, MA 01775
978-897-4545*

From: mdf030@aol.com <mdf030@aol.com>

Sent: Monday, June 13, 2022 11:22 AM

To: stowpolice <stowpolice@stow-ma.gov>

Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; mdf030@aol.com; Frank Ramsbottom <building@stow-ma.gov>

Subject: Safety Concern

06/13/2022

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The Select Board issued licenses to the dealerships without any site plan of where cars would be unloaded. The lot is now stuffed with vehicles with the increase in allowed vehicle's that it is impossible to unload a car carrier at 92 Great Road. The dealership before never unloaded their vehicles on the road. I believe this would possibly make the town liable for any accidents at these locations.

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39 Adams Drive
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Chief Michael Sallèse

From: mdf030@aol.com
Sent: Saturday, July 23, 2022 10:41 AM
To: Chief Michael Sallèse
Cc: Jesse Steadman; Karen Kelleher; selectboard; Denise Dembkoski; Frank Ramsbottom
Subject: Re: Safety Concern

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hi Chief Sallèse

I appreciate your quick response and anything you can do to prevent a possible accident is appreciated. I understand your position of the driver and the owners of the multiple car lots at 92 Great Road and who is responsible. It just seems unfair that myself and other concerned citizens need to monitor the area rather than the Select Board just making this safety concern a requirement of licensing the dealerships on the property. I will address that with them and hopefully they will do the right thing for the safety of the people of Stow.

Once again

Thank you for your time and help

Mark

Mark D Forgues
39 Adams Drive
Stow, Ma 01775
508-951-7929

-----Original Message-----

From: Chief Michael Sallèse <policechief@stow-ma.gov>
To: mdf030@aol.com <mdf030@aol.com>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
Sent: Fri, Jul 22, 2022 7:26 am
Subject: RE: Safety Concern

Hi Mark,

Thank you for notifying me about the car carrier. As I stated in the previous email, please call the police department when the concern is going on so we can address it. I will speak with the owners of the Car Lot Express, however, the operator of the vehicle has the responsibility not to violate the law when operating or parking.

If we had responded, we could have cited the operator of the car carrier, not the owner of the business. If the owner of the business tells the car carrier to park in the street and the operator of the carrier parks in the street, the citation and violation is still on the operator of the car carrier as they are the ones who are in control of the vehicle they are operating and are required to follow vehicle laws for the vehicle they are driving.

I again, encourage you or others who have a concern about any violations they observe to call the police department at the time of the violation, so we may assess, investigate, and take immediate proper action against the violator.

Thank you,

Michael Sallèse, Chief of Police
Stow Police Department

305 Great Road
Stow, MA 01775
978-897-4545

From: mdf030@aol.com <mdf030@aol.com>
Sent: Thursday, July 21, 2022 6:13 PM
To: Chief Michael Sallese <policechief@stow-ma.gov>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
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Part I Title XIV Chapter 89

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Section 4D. The operator of a motor vehicle shall not stand or park the vehicle upon an on-street path or lane designated by an official sign or marking for the exclusive use of bicycles, except in a case of emergency.

Mark D Forgues
39 Adams Drive
Stow, Ma 01775
508-951-7929

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Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
Sent: Tue, Jun 14, 2022 8:54 am
Subject: RE: Safety Concern

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305 Great Road
Stow, MA 01775
978-897-4545*

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**Mark D Forgues
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Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kkelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Dembkoski <townadministrator@stow-ma.gov>; Frank Ramsbottom <building@stow-ma.gov>
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305 Great Road
Stow, MA 01775
978-897-4545*

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Sent: Monday, June 13, 2022 11:22 AM
To: stowpolice <stowpolice@stow-ma.gov>
Cc: Jesse Steadman <planning@stow-ma.gov>; Karen Kelleher <kelleher@stow-ma.gov>; selectboard <selectboard@stow-ma.gov>; Denise Demboski <townadministrator@stow-ma.gov>; mdf030@aol.com; Frank Ramsbottom <building@stow-ma.gov>
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9 White Pond Road
39 Adams Drive
Stow, Mass 01775
508-951-7929

Cc: Planning Board Committee Members
Town Administrator
Select Board
Zoning Board of Appeals
Zoning Enforcement Officer

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Chief Michael Sallese

From: mdf030@aol.com
Sent: Saturday, July 23, 2022 11:40 AM
To: selectboard
Cc: Chief Michael Sallese; Frank Ramsbottom; Karen Kelleher; Jesse Steadman; planning2@atow-ma.gov; Courtney Poulson; Denise Dembkoski
Subject: Lower Village Safety Hazard

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Dear SelectBoard

In the recent months there has been an ongoing safety concern in the Lower Village concerning the loading and unloading of vehicles from car carriers parked on Great Road. Since the Town's Lower Village renovation project and the addition of designated bicycle lanes it is no longer legal to park on that portion of the road, except in the case of an emergency. (Part I, Title XIV, Chapter 89, Section 4D of the Mass General Laws). Unloading vehicles does not fall into that category. I have asked the police department to enforce this issue and Chief Sallese said upon a call they would, and I truly appreciate his help. Unfortunately, he can only enforce it if an officer happens to drive by or is called by a concerned citizen. The citizens of this town should not have to be the police of illegal activities to accommodate a business. It is true that the driver is responsible for where he parks and not the business owners.

Trailer trucks were recently a concern at Nan's as they were parking on the Great Road and unloading onto the street. This was addressed to the tenant (Jordan Makey) and I believe it was discontinued although legal to park on the portion of the road.

I would ask that you think about if all delivery drivers decided to park on Great Road in the Lower Village area. Shaws, Aubuchon Hardware, and all the businesses on both sides of the road this would truly be a safety nightmare. The car dealerships at 92 Great Road never had this problem before because they never were allowed as many cars as they are now and the sidewalks and curbing were never there. I believe most of the existing business's have some restriction of where they can load and unload due to the Special Permit that was required by the town to operate their business. For example Shaws and Aubuchon I believe were required to do all deliveries to the back of the building.

The Lower Village project has added a huge safety issue that I believe it can be rectified easily by the Select Board in one of 2 ways.

First, would be to require the car dealerships or any other business that do not have a Special Permit in Lower Village required by the Town of Stows Bylaws to do so.

Or to make it a requirement that the car lots in this case make space and notify the drivers were to load and unload vehicles as part of them getting a Class II license. This would be the easiest solution. The Board can easily make an amendment to the license requirements to require the car dealers to provide a plan on how and where the car lots will receive cars that are delivered by car carriers. This could be effective immediately and solve a potential horrific accident. Waiting until renewal still allow months that a deadly accident could occur. When the weather turns cold and snow and ice are upon us this will just get worst. Pro-Active is much better than Re-Active.

Please let me know if and how you will help resolve this possible deadly safety issue.

Thank You

Mark D Forgues

Mark D Forgues
39 Adams Drive

Stow, Ma 01775
508-951-7929

Traffic Safety Advisory Committee
380 Great Road
Stow, MA 01775
Tel: 978-897-5098
Fax: 978-897-2321

**Town of Stow
Traffic Safety
Advisory Committee**

Memo

To: Denise Dembkoski – Town Administrator
From: Jesse Steadman – Town Planner
Date: 7.18.2022
Re: Amended ARPA Request | Hudson Road / Route 117 Design & Engineering

On February 17, 2022 the Traffic Safety Advisory Committee submitted a request to the Select Board for the use of ARPA funding for the design and engineering related to the signalization of the Hudson Road and Route 117 intersection. The Select Board subsequently allocated \$100,000 to the project.

The TSAC is in receipt of a proposal from Green International Affiliates, Inc. for \$119,635.00 for design and engineering tasks in the RFP. After reviewing a number of alternatives to lower the overall bid price, on July 11, 2022, the TSAC voted to request the Select Board allocate an additional \$19,635.00 in ARPA funding for the purpose of advancing the project.

Members of the TSAC are happy to attend a Select Board meeting should such an appearance be necessary.

Traffic Safety Advisory Committee
380 Great Road
Stow, MA 01775
Tel: 978-897-5098
Fax: 978-897-2321

**Town of Stow
Traffic Safety
Advisory Committee**

Memo

To: Denise Dembkoski – Town Administrator
From: Jesse Steadman – Town Planner
Date: 7.18.2022
Re: Recommendation of Award | Hudson Road / Route 117 Design & Engineering

The Traffic Safety Advisory Committee received one bid from Green International Affiliates, Inc. for the Hudson Road / Route 117 Design and Engineering services Request for Proposals, dated May 25, 2022.

Despite only receiving one bid, the Selection Committee, made up of the Police Chief, Highway Superintendent, Town Planner and Assistant Planner scored the proposal as Highly Advantageous, in accordance with the selection criteria in the RFP.

On July 11, 2022, the Traffic Safety Advisory Committee recorded the following vote:

Jesse Steadman moved to recommend approval of the Hudson Road / Route 117 Design and Engineering Services proposal by Green International Affiliates, Inc. to the Town Administrator contingent upon an affirmative vote of the Select Board to allocate \$19,635.00 in additional ARPA funds to the project.

Chief Sallèse Seconded.

VOTED: 4-0 (Unanimously in favor: Steve Nadeau – Yea; Chief Benoit – Yea; Chief Sallèse – Yea; Jesse Steadman - Yea)