

POLICY

00-05

To: Select Board

CC: Staff

From: Ted Nelson Jr., Town Manager

Re: Policy 00- 05 Installation of traffic calming measures

Date: 8-29-00

EFFECTIVE DATE: IMMEDIATE

PURPOSE From time to time interest may arise with respect to the installation of traffic calming devices in the Town of Milton. These traffic calming measures are to promote pedestrian and vehicle safety on Town highways.

The purpose of this policy is to address the interests of a consensus of citizens who express pedestrian/traffic safety concerns within existing neighborhoods. Examples of traffic calming devices may include, but are not limited to road realignments, speed dips, speed bumps, speed humps, pedestrian cross-walk peninsulas, rumble strips, elevated cross-walk strips, or brick/textured paving cross-walk materials.

The use of any form of traffic calming devices is to be used in conjunction with other public safety measures. These other measures include, but are not limited to sincere efforts in:

- Public education in driver, bicycle, and pedestrian safety
- Traffic law/speed control enforcement

PROCEDURE The following standards must be met in order for any traffic calming measures to be applied to a Town highway.

1. The proposed traffic calming area is within a Town right of way; and
2. The speed of the Town Highway, by ordinance, is no more than 25 mph; and
3. The Town Engineer determines, through observation of the highway design and/or existing conditions that additional traffic calming devices are warranted; and
4. The Milton Police Chief determines there is a significant safety risk to pedestrians and/or bicycle operators along this highway.

5. Both the Police Chief and Town Engineer compile a report of their findings to include but not limited to: traffic volume, an engineering study, speed surveys, accident history, density along the street, type of neighborhood (ie. rural, suburban or urban) and statements on highway design elements such as: number of curb cuts, length and width of the highway, number of side streets, road alignment whether or not sidewalks exist, site distance issues and condition. The report will also include recommended solutions, a timetable and address budget considerations in cooperation with the Road Foreman.

The process outlined below must be followed in order for traffic calming devices to be installed on a Town highway.

1. A letter of request, (petition) endorsed by not less than fifty percent (50%) of the interested citizens in the area of consideration, is submitted to the Town Engineer identifying the highway or section of highway of concern.
2. The Police Chief and Town Engineer will jointly investigate the history and current status of the highway in question.
3. Based on their finding, a report will be generated to the Town Manager within forty five (45) days from the date the request was received in writing outlining how the standards noted above will be met; along with recommendations of the type of measures and funding, if needed.
4. If the report finds sufficient cause to install any form of traffic calming device, the steps outlined below shall be followed:
 - the Town Manager determines availability of funding in the current year or recommends inclusion for the next fiscal year budget;
 - the Town Manager advises the Clerk of the Board the recommendation is ready for placement on an agenda for a public discussion;
 - the Town Manager submits the complete report to the Select Board for review at least 5 days prior to placement on the agenda ;
 - the Town Manager so advises the petitioner(s), citizens directly affected, of the public meeting;
 - the Select Board makes a final decision regarding funding and a time line when such traffic calming measure will/will not be installed;
 - the Town Manager advises the petitioner(s), citizens and department head, of action taken by the Select Board
 1. if funding is for the current fiscal year, the department head creates a purchase;
 2. if funding is not within the current fiscal year, the department head will include funding for the next fiscal year budget
5. If the report recommends against the use of traffic calming measures the petitioner(s) will also be advised by letter from the Town Manager that traffic calming devices are not warranted at that time with a copy to the Select Board and appropriate department.

POLICY

The Milton Select Board, acting in regular session
September 6, 2000 voted in favor of the following:

"Voted in favor of the Installation of traffic calming
measurers" Policy, as outlined in Policy 00-05 above.

Further that this referenced Policy shall be part of the
permanent record by attachment of the same
to the Minutes of the aforementioned Meeting."

Filed with the Town Clerk this 8th Sept, 2000.

Attest:

Loretta R. Dennis
Asst. Clerk