

Traffic Safety Committee, Meeting Minutes, March 20, 2026

Commander Whitehead called the meeting to order at 9:01 hours

Members Present: Commander Charles Whitehead, Assistant Engineer Ted Gillen, Commissioner Bob Protivansky, Mayor Tom Donahue

Guests Present: Zachary Pratt

Members Absent: Chief Matt Prouty, Associate Engineer Soupie Dethlefsen, Business Manager Kelsie Boudreau, Brad LaFaso of LaFaso Electric

NEW BUSINESS –

1. Parking in Downtown – Zachary Pratt

The Board of Alderman referred this issue to committee. Zachary Pratt introduced the issue of downtown parking to the Traffic Safety Committee. The concerns included being unable to find parking on Washington Street and having to park on Center Street; icy areas in the area of parking; not knowing parking had to be paid for through the Kiosk; and the cumbersomeness of the process of paying through the Kiosk. He mentioned there was no signage about paying and he knew only because he passed a Kiosk and was told by a shop owner that it was for paying for parking. He also had no quarters and had to obtain some from the shop owner. He also stated that he didn't know his license plate number from memory and had to go back for that, and there were no clear instructions on how to use the Kiosk, which caused it to timeout, or on how much time he had with the payment he made.

Commander Whitehead noted that bigger cities have Kiosks and usually have a QR code so an individual can pay through their phone and add more time even if they're not at the Kiosk. He stated that the City is likely to go in that direction due to complications with meters, such as difficulty finding replacement parts. Commissioner Protivansky mentioned that it's possible to pay with a card through the Kiosk and the rate is \$1.50 per hour. There was further discussion about parking and enforcement. Before leaving the meeting, Mr. Pratt brought forth another issue of people cutting through North Street Extension to Woodstock and suggested a speed bump. Commander Whitehead suggested adding one of the four speed carts on North Street Extension for one week to collect data. He let Mr. Pratt know that the information would be uploaded to the City website.

The Traffic Safety Commission continued discussing the Kiosks, which can be cumbersome for some people to use, but Commander Whitehead noted that the preference is to go to just Parkmobile rather than parking meters. Currently, Tom Franzoni from DPW collects coins and ACO Noah Sweeney does enforcement. The machines break or get broken into (about thirty in a two or three month time period as of the time of the meeting) and are expensive to replace, from \$700-\$1000 each. We're not making the revenue to overcome the expenses. Assistant Engineer Gillen believes that many shop-owners want parking to be paid so cars don't just sit in front of their businesses and block customers from utilizing the space. Commander Whitehead also noted that the City offers parking passes that can be purchased at the Treasurer's Office. No action taken at this time, but Mayor Donahue will keep comments for future considerations.

OLD BUSINESS -

1. Forest Street Lights

Assistant Engineer Gillen spoke to GMP and found out there's no charge for light installation. The City is charged based on size of lamp. The current lamp at this intersection is at the lowest illumination. The

current daily cost is \$0.50 per day. If they double the lumens, it would be \$0.62 per day, or an extra \$44 per year. There was discussion about whether this would take care of the resident's request and Assistant Engineer Gillen noted that the resident's car had been rear-ended but also the sidewalk is in terrible condition on Howe Street and the resident has to walk in the street. The sidewalk is scheduled for repair this year. Mayor Donahue suggested they skip brightening the lamp at the intersection and instead add an extra light on Howe Street closer to the resident's home. Assistant Engineer Gillen will go after dark one day and make a judgement call about placement.

2. Visibility Concerns – Ripley Road at West Street

Assistant Engineer Gillen spoke to the issue of snow piles and cars parked tight in the parking lot of a furniture store at the corner of Ripley Road and West Street. If it was in the City, the City would not allow it to happen, but the property is in Rutland Town. It is a year-round issue, not just winter, and Ted has not spoken to the owner yet but will stop in to have a conversation about the concerns.

3. Rutland City Public Schools Traffic Concerns

Assistant Engineer Gillen drafted a letter for the school superintendent and needs to send it and start meeting with the schools to tighten up their process. He also mentioned starting a conversation about the high school parking issues as well. Mayor Donahue noted that the school district is restructuring their committees. Action items include sending the letter and scheduling a meeting.

4. Routes 4&7 Traffic Safety Scoping Study – Committee Feedback

Assistant Engineer Gillen stated that DPW is doing a deep dive and a public meeting is scheduled. They have notes and will make more notes based on feedback obtained at the public meeting before finalizing the report. The ultimate goal is obtaining comments and getting BOA approval. Next steps after that will be to create a suite of tasks to complete in order to apply for grants. This will not be an immediate five million dollars investment but instead the City will chip away at task items. Assistant Engineer Gillen asked the committee to send any comments to him.

5. Road Configuration at North Main Street and Crescent

Assistant Engineer Gillen talked to Brad about installing a traffic light at this intersection similar to what Rutland Town has on South Main Street that would include a flashing yellow turn signal. He suggested eventually changing many of the City's traffic lights to this, one or two at a time, or the City could create a plan for potential grants. He will get a quote for the light. Commissioner Protivansky will check the budget to see if there is room in the budget for the new traffic light.

Other Old Business

1. School Traffic Zones

Assistant Engineer Gillen asked if the school zones would be set to 25 MPH and if flashing lights would be installed. Commander Whitehead spoke to the Chief about specific requirements for flashing lights. He believes a traffic study is needed. He suggested there would be a quick turnaround for 25 MPH signs and then he would check about flashing lights. Assistant Engineer Gillen noted that there needs to be designated school zones for flashing lights and the City might need to look into changing language in the ordinance for more flexibility.

Mayor Donahue noted that having 25 MPH signs around the school would help enforcement; they just can't enforce "speeding in a school zone." The Commander stated that the school crossing guards had

asked just to have a speed limit sign. The Mayor suggested starting with the 25 MPH signs and seeing if that works. If not, then the committee could consider school zones. DPW will put up signs at the Intermediate and Middle Schools and come back next month with suggestions for the other schools. Assistant Engineer Gillen also talked about the new software DPW is using that takes an inventory of signs in the City that will help take care of sign pollution.

Updates from DPW Engineer in regards to Old Business Items

Meeting was adjourned at 9:56 hours.

Submitted by Desarie Stone-Feliciano, Executive Assistant to the Chief of Police