



*City of Rochester, New  
Hampshire*

CITY COUNCIL

PUBLIC SAFETY COMMITTEE

31 Wakefield Street □ Rochester, NH 03867

(603) 332-1167

[www.RochesterNH.gov](http://www.RochesterNH.gov)

November 8, 2023

**TO:** Public Safety Committee

**REGARDING:** Public Safety Committee Meeting

There will be a Public Safety Committee meeting **November 15, 2023** at 6:00 p.m. in Council Chambers.

**AGENDA**

1. Roll Call
2. Approve Minutes from October 18, 2023 Public Safety Meeting pages 1-5
3. Public Input
4. Chestnut Hill Road-Directed Patrol Update (kept in committee)
5. Flashing Lights and Raised Table Policy Discussion (kept in committee)
6. Chestnut Street -Speed Control (kept in committee)
7. Rangeway Drive- Speed Control (kept in committee)
8. Pickering Road/ Brickyard (kept in committee)
9. Autumn Street/Salmon Falls -Speed Trailer Data Update (kept in committee)
10. Lowell Street- Street Light between Westview and Royal Crest page 6
11. Church Street- Handicap Parking Spots page 7
12. Other

cc.

Mayor and City Council  
Chief Gary Boudreau  
Deputy Chief Andrew Swanberry  
Fire Chief Dennis Dube  
Mr. Jarrod Norris  
Mr. Timothy Goldthwaite  
Ms. Lisa Clark

**Public Safety Committee  
Draft Meeting Minutes  
October 18, 2023  
6:00 PM  
Council Chambers**

**Members Present**

Councilor Peter Lachapelle, Chair  
Councilor Skip Gilman  
Councilor Dana Berlin  
Councilor Alexander de Geofroy

**Members Absent**

Councilor Amy Malone

**Others Present**

Jarrold Norris, P.E. Assistant City Engineer  
Gina Golden-Silvestro, GIS/AM Technician  
Deputy Chief Andrew Swanberry, PD  
Chief Dennis Dube, FD  
Diane Laurenza, 172 Chestnut Hill Road  
David Smith, 588 Salmon Falls Road

Councilor Lachapelle brought the meeting to order at 6:00 PM.

**Roll Call**

Councilor Lachapelle took the roll call attendance. Councilors de Geofroy, Berlin, Gilman, and Lachapelle were all present. Councilor Malone was absent.

- 1. Approve Minutes from September 20, 2023 Public Safety Meeting**  
***Councilor Lachapelle MOVED to approve the minutes from September 20, 2023. Councilor Gilman seconded the motion. MOTION CARRIED by unanimous voice vote.***

- 2. Chestnut Hill Road-Speed Trailer**

Councilor Lachapelle asked the committee if agenda item #13 could be moved up on the agenda, members of the public were present to discuss this item. Diane Laurenza who lives at 172 Chestnut Hill Road was present to discuss the speeding concern on Chestnut Hill Road, she has lived there for 17 years. She brings her granddaughter to the bus stop and she said she feels like she is on the side of Route 16. The school bus driver now picks her up on the other side of the road for safety reasons. Ms. Laurenza would like a speed trap or more police presence. Councilor Lachapelle stated that he remembers the speed trailer being on Chestnut Hill Road. Deputy Chief Swanberry said that the speed trailer was out on Chestnut Hill Road for 3 weeks in May-June 2023. The average speed was 38 mph, there is a speed issue. Deputy Chief Swanberry said he has already asked for increased patrols in the area. Councilor Lachapelle asked Ms. Laurenza if there was a certain time of day that there is a speeding issue. Ms. Laurenza stated that any time after high school is out and after 3:00 PM. She also said that the Police are welcome to park in her driveway. Councilor de Geofroy asked if this was relatively new with the speeding getting bad, Ms. Laurenza said not really, she noticed more since she has been bringing her

granddaughter to the bus stop. Councilor de Geofroy said the reason he asked is to see if anything has changed. Ms. Laurenza said yes since the mall on Route 11 went up. Councilor Lachapelle asked Deputy Chief Swanberry the dates that the speed trailer was on Chestnut Hill Road. Deputy Chief Swanberry stated May 18 to June 8, 2023. Councilor Lachapelle said that the Police will do more directed patrols and there are more police on the road since they get fuel at the Public Works Department on Chestnut Hill Road. Deputy Chief Swanberry will update the committee next month.

### **3. Public Input**

There was not public present for public input.

### **4. Flashing Lights and Raised Table Policy Discussion (kept in Committee)**

Councilor Lachapelle summarized the issue and stated that Councilor Berlin and Councilor de Geofroy have made a couple of modifications to the policy. Councilor Berlin said there were just a few numerical edits and clarifying information. ***Councilor Berlin MOVED to send the Flashing Lights and Raised Table Policy document to the Technical Review Group (TRG) for review and discussion and recommendations, then have it sent back to the Public Safety Committee when they are done. Councilor de Geofroy seconded the motion. MOTION CARRIED by unanimous voice vote.*** Councilor Lachapelle asked if there is any further discussion. Councilor de Geofroy asked if the committee would also be sending this to Codes & Ordinances. Councilor Lachapelle responded by stating only TRG for now. After they make their recommendations then it may go to legal for drafting ordinance based upon TRG's recommendation along with the other public committees.

### **5. Chestnut Street-Speed Control (kept in committee)**

Councilor Lachapelle summarized the issue. This is part of the raised table policy, kept in committee.

### **6. Highland Street Eastern Avenue-Left Turn Green Light (kept in committee)**

Councilor Lachapelle summarized the issue. Mr. Norris stated that when he spoke to NHDOT the improvements could not be warranted with the data they had, the last traffic count was 2021 from the Strafford Regional Planning Commission they are updated every 3 years, the next one will be in 2024. Councilor Lachapelle said this was State jurisdiction and that the City has done what they could, this item will be removed from the agenda.

### **7. Rangeway Drive-Speed Control (kept in committee)**

Councilor Lachapelle summarized the issue. He said this will be kept in committee; it is part of the speed table.

### **8. Pickering Road/Railroad Avenue (kept in committee)**

Councilor Lachapelle summarized the issue, he said they were looking at some modifications to the area. Mr. Norris looked to see if there was any funds available to place a Rectangular Rapid Flashing Beacon (RRFB) at the intersection to help the

vehicles see when pedestrians are there to cross the road. Mr. Norris said there is a project that the Public Works Department will be doing to rehab the sidewalks on Railroad Avenue in the Spring, there will be funds available for the Rectangular Rapid Flashing Beacon at that time. Councilor Lachapelle said if there is already a project slated for the Spring and if there are funds available, should not need a vote from the full council.

**9. Pickering Road/Brickyard (kept in committee)**

Councilor Lachapelle summarized the issue. Mr. Norris stated that they are still reviewing this location for a crosswalk.

**10. Salmon Falls Road-Electronic Sign Placement**

Councilor Lachapelle summarized the issue, he stated that he was informed that this electronic sign was damaged. Councilor Berlin asked if someone from the City had to go pick up the pieces. Councilor Lachapelle asked Mr. Norris if this sign could be repaired at the location. Mr. Norris said he would have to talk to the vendor about this. Councilor Lachapelle said the sign needs to be removed in his opinion and when repaired placed downtown somewhere. **Councilor Berlin MOVED to remove the broken sign from Salmon Falls Road and place with a 25 mph sign down by the telephone pole. Councilor de Geofroy seconded the motion. MOTION CARRIED by unanimous voice vote.**

**11. Emergency Call Boxes-Union Street Parking Lot**

Councilor Lachapelle summarized the issue. No public present to discuss. Councilor Berlin suggests removal of item from committee agenda. Item removed. No action.

**12. Roberts Road-Street Light**

Councilor Lachapelle summarized the issue. There are street lights on Tebbetts but not on Roberts Road. Mr. Norris said it is a dead end street and relatively a long street. Fire Chief Dube said one should be placed at the intersection for safety. **Councilor Lachapelle MOVED to install a street light on the existing pole at the intersection of Tebbetts and Roberts Road. Councilor de Geofroy seconded the motion. MOTION CARRIED by unanimous voice vote.**

**13. Roberts Road-Sign**

Councilor Lachapelle summarized the issue. A resident of Roberts Road is looking for a “not a through street” or “dead end” sign to be installed at the beginning of Roberts Road near Tebbetts, there is a large amount of traffic that comes down the road and turns around. **Councilor de Geofroy MOVED to add a “dead end” sign at the entrance of Roberts Road. Councilor Gilman seconded the motion. MOTION CARRIED by unanimous voice vote.**

**14. Broad Street-Stop Sign**

Councilor Lachapelle summarized the issue. A resident of Broad Street called the Public Works Department saying the “stop” sign was missing. Councilor Lachapelle

asked about a white stop line. Deputy Chief Swanberry said that the white line itself without the “stop” sign is not enforceable. There was no evidence that there was ever a stop sign there. Deputy Chief Swanberry said this is not a problem area, it is not on their radar. No action was taken.

## **15. Other**

### **Autumn Street/Salmon Falls Road**

Councilor Gilman said there is a resident of Autumn Street looking for a sidewalk. Councilor Lachapelle said that there may be a Capital Improvement Project in the future. Mr. Norris said he could not speak definitively, but its being discussed. Councilor Gilman said the resident was talking about speed as well. Deputy Chief Swanberry said that the speed trailer was out there by the substation. This was kept in committee, Deputy Chief Swanberry will get the speed trailer data for next month.

Councilor Lachapelle said that the next Public Safety Committee Meeting will be held on November 15, 2023.

**Councilor Lachapelle ADJOURNED the meeting at 6:46 PM.**

The minutes were respectfully submitted by Laura McDormand, Admin. Services & Utility Billing Supervisor

## Raised Speed Table Policy

### Preamble

This policy is designed to establish procedures and guidelines for the implementation of raised speed tables within the city of Rochester. Requests for raised speed tables must meet all criteria detailed within this policy *and* must be approved by the city council before implementation. Please note that while a request might meet the criteria within this policy, it is to be used only as an initial guideline. As such, each individual request will be evaluated on a case-by-case basis.

### Raised Speed Table Guidelines

1. Speed limit on street must be 25 MPH or below, or must be located within a school zone
2. Street must not be a dead-end (*Excluding school zones*)
3. Street or street segments must be no shorter than 500 feet in length (segment defined as an area of the same street between consecutive intersections. (*Excluding school zones*))
4. Speed table must be no closer than 200 feet from a stop sign or intersection
5. Speed table must be no closer than 75 feet from a residential or commercial driveway (*Excluding school zones*)
6. Annual Average Daily Traffic (AADT) rate must be above 2000 vehicles per day (If data available) (*Excluding school zones*)  
AADT rates can be referenced at New Hampshire Department of Transportation's Transportation Data Management System:  
<https://nhdot.public.ms2soft.com/tcds/tsearch.asp?loc=Nhdot&mod=TCDS>
7. Speed table must include a crosswalk (either at an existing crosswalk or in a location that allows for the addition of a crosswalk with no alterations to the surrounding sidewalk infrastructure)
8. Speed Tables are not permitted in the following zoning districts (*Excluding school zones*):
  - a. Agricultural
  - b. Highway commercial
  - c. General industrial
  - d. Airport special
  - e. Recycling industrial
  - f. Office commercial
9. Other traffic calming measures must be implemented, and data collected, to assist the body in making a decision (speed trailer, police detail, etc.) (please note: this line item is not used in determining eligibility)
10. Requests that meet conditions 1-9 above must be sent to the technical review group for determination of eligibility
11. Public hearing must be scheduled if 1-10 are met, prior to a formal council vote
12. IF APPROVED: speed table design and implementation must comply with all state and federal regulations

## Ronda Boisvert

---

**From:** Peter Lachapelle  
**Sent:** Wednesday, November 1, 2023 8:57 AM  
**To:** Ronda Boisvert  
**Subject:** Fw: Street light

Hi Ronda,

Can you add the below email to the November Public Safety Committee agenda?

Thanks,  
Pete

---

**From:** Peter Lachapelle <peter.lachapelle@rochesternh.gov>  
**Sent:** Wednesday, November 1, 2023 8:55 AM  
**To:** Paul Callaghan <paul.callaghan@rochesternh.gov>  
**Subject:** Re: Street light

Thanks, I will have it added to the agenda.

Pete

---

**From:** Paul Callaghan <paul.callaghan@rochesternh.gov>  
**Sent:** Wednesday, November 1, 2023 6:58 AM  
**To:** Peter Lachapelle <peter.lachapelle@rochesternh.gov>  
**Subject:** Street light

A resident of Ward 2 is requesting we look at adding a street light on Lowell St between Westview Drive and Royal Crest MHP.

**Paul Callaghan**  
*Mayor*  
City of Rochester, New Hampshire

### [Get Outlook for iOS](#)

Email sent to and from this City of Rochester email address is subject to NH RSA 91-A (the NH Public Records Law) and may, subject to certain exemptions, be subject to disclosure to third parties. This email message and any attachments may contain information that is confidential and/or legally privileged in accordance with applicable laws or regulations. It is intended only for the use of the person and/or entity identified as recipient(s) in the message. If you are not an intended recipient of this message, please notify the sender immediately and delete the material. Do not print, deliver, distribute or copy this message, and do not disclose its contents or take any action in reliance on the information it contains unless authorized to do so. Thank you.

Email sent to and from this City of Rochester email address is subject to NH RSA 91-A (the NH Public Records Law) and may, subject to certain exemptions, be subject to disclosure to third parties. This email message and any attachments may contain information that is confidential and/or legally privileged in accordance with applicable laws or regulations. It is intended only for the use of the person and/or entity identified as recipient(s) in the message. If you are not an intended recipient of this message, please notify the sender immediately and delete the material. Do not print, deliver, distribute or copy this message, and do not disclose its contents or take any action in reliance on the information it contains unless authorized to do so. Thank you.

## Ronda Boisvert

---

**To:** Ronda Boisvert  
**Subject:** 25 Church Street Parking

Bethany Smith called requesting a couple of the parking spots in front of the First Baptist Church be changed to handicap parking. She is concerned that there is no space reserved at this time.

*Thank you,*  
*Ronda Boisvert*  
*Administrative Assistant II*  
*City of Rochester DPW*  
*603-335-7563*  
[ronda.boisvert@rochesternh.gov](mailto:ronda.boisvert@rochesternh.gov)



## Ronda Boisvert

---

**From:** Michele Grant  
**Sent:** Friday, November 17, 2023 1:17 PM  
**To:** Ronda Boisvert  
**Subject:** FW: Chamberlain Street Sidewalk Question

Hi Ronda,

Please see below, I was told that this should be sent over to you for Safety meeting, is that correct? I would also like to put in a request for the sidewalk to be continued down Chamberlain St., the sidewalk currently stops at the school. Let me know if I need to put something formal in writing.

Thank you,

Michele Grant  
Utility Billing Administrator  
City of Rochester  
209 Chestnut Hill Rd.  
Rochester, NH 03867  
603-335-7501

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

From: Bill & Diane Burke <wedeburke@gmail.com>  
Sent: Thursday, November 16, 2023 8:58 PM  
To: Michele Grant <michele.grant@rochesternh.gov>  
Subject: Chamberlain Street Sidewalk Question

Caution: External email.

To whom it may concern,

I wanted to bring to the city's attention some safety concerns regarding traffic and pedestrians along Chamberlain Street, particularly the area between the school and Whitehall Road.

I've noticed that vehicles on Chamberlain Street consistently surpass the posted speed limit of 30 MPH. Additionally, the lack of sidewalks, poorly maintained shoulders, and a culvert along the northbound lane create significant safety risks for pedestrians. This is particularly concerning considering the number of residents who regularly use this route.

On my walks on November 15th and 16th along Chamberlain Street, I experienced two serious situations that forced me to step off the roadway to avoid being struck by passing vehicles. On the 15th, it was a small SUV type vehicle, and on the 16th, a white full-size Ford F-350 type pickup truck.

Given these safety concerns, I'm keen to understand the necessary steps and procedures to formally request the construction of a sidewalk on Chamberlain Street. I'm also interested in exploring the possibility of connecting the Alder Creek cul-de-sac and Heritage Ave along Whitehall Road to provide a safer pathway for residents in both neighborhoods.

Your guidance and assistance in addressing these safety issues and starting the appropriate processes for infrastructure improvement would be highly appreciated.

Thank you for your attention to this matter.

Best regards,

Bill Burke  
29 Lupine Lane  
Rochester, NH 03868

This email has been scanned for spam and viruses by Proofpoint Essentials. Visit the following link to report this email as spam:

[https://us3.proofpointessentials.com/index01.php?mod\\_id=&mod\\_option=gitem&report=type◆syspam&k=&payloadS616c7465645f5fe0597eeb8cb93c9c9c1bf71d37e5dd5872938b8868bef79a281c5a89b4f8d7c6a95e5b8a215c466cb227c510a7bb901e0b712185eb4205d64d04a4acd9bfff0c5e6cf3f5cd3136ffb6b860c5824ce49117c8c59c662a75be85af9b49c11c498ae929bfc97dbc59a649a99eea6b2a7ca1926ebc1e4effaa93d0307165f1ccdfb78ad707d381d403f8f92cbfef072e5003723364f0143937d5](https://us3.proofpointessentials.com/index01.php?mod_id=&mod_option=gitem&report=type◆syspam&k=&payloadS616c7465645f5fe0597eeb8cb93c9c9c1bf71d37e5dd5872938b8868bef79a281c5a89b4f8d7c6a95e5b8a215c466cb227c510a7bb901e0b712185eb4205d64d04a4acd9bfff0c5e6cf3f5cd3136ffb6b860c5824ce49117c8c59c662a75be85af9b49c11c498ae929bfc97dbc59a649a99eea6b2a7ca1926ebc1e4effaa93d0307165f1ccdfb78ad707d381d403f8f92cbfef072e5003723364f0143937d5)

Email sent to and from this City of Rochester email address is subject to NH RSA 91-A (the NH Public Records Law) and may, subject to certain exemptions, be subject to disclosure to third parties. This email message and any attachments may contain information that is confidential and/or legally privileged in accordance with applicable laws or regulations. It is intended only for the use of the person and/or entity identified as recipient(s) in the message. If you are not an intended recipient of this message, please notify the sender immediately and delete the material. Do not print, deliver, distribute or copy this message, and do not disclose its contents or take any action in reliance on the information it contains unless authorized to do so. Thank you.

## Ronda Boisvert

---

**From:** Peter Lachapelle  
**Sent:** Tuesday, November 28, 2023 1:59 PM  
**To:** Ronda Boisvert  
**Subject:** Fw: Public Safety agenda item

Hi Ronda,

Could you add Meaderboro Rd/Rt. 202A intersection to the next public safety committee meeting. The meeting will occur in January or February with the new committee. I will be cancelling the meeting in December in a week or so.

Thanks,  
Pete

---

**From:** Alexander de Geofroy <alexander.degeofroy@rochesternh.gov>  
**Sent:** Tuesday, November 28, 2023 1:08 PM  
**To:** Peter Lachapelle <peter.lachapelle@rochesternh.gov>  
**Cc:** Paul Callaghan <paul.callaghan@rochesternh.gov>  
**Subject:** Re: Public Safety agenda item

Thanks Peter. I understand there will be a project for it for FY25, I was just interested in discussing whether or not there could be any interim measures to make it safer while we wait.

**Alex de Geofroy**  
*City Councilor, Ward 5 Seat A*  
City of Rochester, New Hampshire  
Mobile: (508) 680-6320



### City Websites

[www.RochesterNH.gov](http://www.RochesterNH.gov)  
[www.RochesterNHnews.com](http://www.RochesterNHnews.com)

### Social Media

[www.facebook.com/RochesterNH/](http://www.facebook.com/RochesterNH/)  
[www.instagram.com/Rochester\\_NH](http://www.instagram.com/Rochester_NH)

---

**From:** Peter Lachapelle <peter.lachapelle@rochesternh.gov>  
**Sent:** Tuesday, November 28, 2023 12:54 PM  
**To:** Alexander de Geofroy <alexander.degeofroy@rochesternh.gov>  
**Cc:** Paul Callaghan <paul.callaghan@rochesternh.gov>  
**Subject:** Re: Public Safety agenda item

Hi Alex,

I can add it to the agenda and it will carry forward. However, this particular intersection will be in the next budget in the CIP for upgrades which will correct the safety concerns.

Thanks,  
Pete

---

**From:** Alexander de Geofroy <alexander.degeofroy@rochesternh.gov>  
**Sent:** Tuesday, November 28, 2023 10:37 AM  
**To:** Peter Lachapelle <peter.lachapelle@rochesternh.gov>  
**Cc:** Paul Callaghan <paul.callaghan@rochesternh.gov>  
**Subject:** Public Safety agenda item

Hi Peter,

I was hoping to make sure the Meaderboro Rd/Rt. 202A intersection gets addressed at Public Safety. I realize the next meeting is being cancelled, and that we will then transition to a new Council. This being my first transition to a new term, I'm unclear on the process. Is it the case that the agenda carries over, or does the slate get wiped clean? Is my best bet to just wait until the new term begins and take it up with the next chair?

Thanks,

**Alex de Geofroy**  
City Councilor, Ward 5 Seat A  
City of Rochester, New Hampshire  
Mobile: (508) 680-6320



#### City Websites

[www.RochesterNH.gov](http://www.RochesterNH.gov)  
[www.RochesterNHnews.com](http://www.RochesterNHnews.com)

#### Social Media

[www.facebook.com/RochesterNH/](https://www.facebook.com/RochesterNH/)  
[www.instagram.com/Rochester\\_NH](https://www.instagram.com/Rochester_NH)

Email sent to and from this City of Rochester email address is subject to NH RSA 91-A (the NH Public Records Law) and may, subject to certain exemptions, be subject to disclosure to third parties. This email message and any attachments may contain information that is confidential and/or legally privileged in accordance with applicable laws or regulations. It is intended only for the use of the person and/or entity identified as recipient(s) in the message. If you are not an intended recipient of this message, please notify the sender immediately and delete the material. Do not print, deliver, distribute or copy this message, and do not disclose its contents or take any action in reliance on the information it contains unless authorized to do so. Thank you.

Email sent to and from this City of Rochester email address is subject to NH RSA 91-A (the NH Public Records Law) and may, subject to certain exemptions, be subject to disclosure to third parties. This email message and any attachments may contain information that is confidential and/or legally privileged in accordance with applicable laws or regulations. It is intended only for the use of the person and/or entity identified as recipient(s) in the message. If you are not an intended recipient of this message, please notify the sender immediately and delete the material. Do not print, deliver, distribute or copy this message, and do not disclose its contents or take any action in reliance on the information it contains unless authorized to do so. Thank you.

Email sent to and from this City of Rochester email address is subject to NH RSA 91-A (the NH Public Records Law) and may, subject to certain exemptions, be subject to disclosure to third parties. This email message and any attachments may contain information that is confidential and/or legally privileged in accordance with