

**BOROUGH OF WEST READING
TRAFFIC & INFRASTRUCTURE COMMITTEE**

WEDNESDAY, MAY 8, 2019

The Borough of West Reading Traffic & Infrastructure Committee met on Wednesday, May 8, 2019 at 6:00 p.m. at Borough Hall, with the following persons present: Chairman Christopher Lincoln; Council Member Nicholas Imbesi; Police Chief Stephen Powell; Public Works Director Dean Murray; Mayor Andrew Kearney; Main Street Manager Mark Ratcliffe; Borough Manager Cathy Hoffman and Assistant Borough Secretary Cynthia Madeira.

Visitors: Karen Livingood, Resident
Mark Woodward, Property/Business Owner

The meeting was called to order at 6:00 p.m.

Public Comment

Mark Woodward of West Reading Tavern discussed street closures and expenses for his French Fry Festival scheduled on August 10th. It was recommended to avoid the closure of Cherry Street and that 10 jersey barricades would be needed for Penn Avenue, Franklin Street and Cherry Street accesses to Sixth Avenue. To keep expenses down Mr. Woodward requested permission to fill the barricades with water, Mr. Murray noted the capacity of the barriers, which are filled by a fire hydrant. Costs incurred for Fire Code Inspection services will be passed onto Mr. Woodward this year, which totaled \$210 for the event held in 2018. To keep costs at a minimum for this inspection, a vendor checklist will be provided to Mr. Woodward. A rough total of \$2500 is anticipated for Borough related services relating to the French Fry Festival. Mr. Woodward stated additional vendors might be added to the event in order to offset these expenses.

Mark Woodward departed the meeting at 6:20 p.m.

Approval of Minutes

Motion made to approve the Traffic and Infrastructure Committee minutes of Wednesday, April 10, 2019 by Mr. Murray and seconded by Mr. Imbesi. **Motion carried.**

Old Business

Penn Avenue Parking – Following a discussion with Walker Parking Consultants, it was decided to order an additional kiosk for the Shopping Center parking lot, which should be delivered on May 14th. Placements of the two kiosks are planned near Chef Alan's and the ATM. Items that still need to be addressed are: painting of the parking lot; wayfinding signage and location of signs; and compatibility of enforcement equipment. The goal is to begin implementation of the paid parking program by the end of May. The Borough will pay costs associated with the paid parking program with reimbursement from the WRCRF as needed. An agreement will be created to document these transactions between the Borough and the WRCRF.

Committee members discussed the increased strain on Borough staff and resources for the volume of events and suggested limiting the number of events to two per month. A definition of event would need to be created.

Mark Ratcliffe departed the meeting at 6:45 p.m.

Green Light-Go Grant – Telco is progressing with the Penn Avenue traffic signal improvements, new cabinet boxes have been installed, and the old ones will be removed. Per grant funding stipulations, the project must be completed by the end of June.

Penn Avenue Infrastructure – A schedule has not yet been set to paint the pole's along the 200 block of Penn Avenue, Mr. Murray noted that resources are currently being used to remove scratches caused by a vehicle accident on the wall beneath the railroad bridge. Also, four trashcans have been refurbished and placed on Penn Avenue blocks where events are typically held. Mr. Murray noted the driver of the truck, which spilled grease yesterday on Reading and Penn Avenues, has been identified and will be billed for expenses associated with eliminating the hazard. Easterly Concrete provided the sand that was placed on the roadway.

Handicap Parking Space Policy – Committee members reviewed information provided by the Solicitor regarding the allocation and placement of spaces. The Parking Enforcement Officer will gather information pertaining to the number of parking spaces per block to identify the number of required spaces per block.

Committee members reviewed the two new-handicapped parking space applications, which are requesting mid-block placement. The 500 block of Chestnut Street request could be installed on the northwestern end of the block, the 300 block of Sunset Road request will be reviewed by the Police Chief to determine if the end of Pine Street would be a more viable option for the applicant.

Mr. Murray provided information pertaining to the loading zone located on north 6th Avenue and the feasibility of adding a handicapped parking space. In order to allow delivery vehicles to pull into the loading zone area it was suggested to review the southwest corner of this block as an option for handicapped parking.

New Business

Parking in Alleys – Committee members discussed alley widths and the need to identify problem areas where parking should be restricted.

Adjournment

Motion was made to adjourn the meeting at 7:20 p.m. by Mr. Imbesi and seconded by Mayor Kearney.

Motion carried.

Respectfully submitted,

Cynthia Madeira
Assistant Borough Secretary