



## Town of Thomaston Traffic Advisory Committee Agenda March 10, 2026

1. **Call to Order-** Eric Itzel
2. **Approve Previous Minutes-** Eric Itzel & Holly Merrow
3. **Guests introductions & identify Citizen concerns & requests to be added to New Business topics-** Eric Itzel
4. **Active Business:**
  - a. Discussion of Water Street traffic calming study, review of the letter of notice to the residents in the area of interest and delegation of immediate action items- Richard Barnett, Holly Merrow, John Fancy
  - b. Final review of talking points for upcoming interview with Midcoast Villager- Eric Itzel and Richard Barnett
5. **New Business:**
  - a. Discussion of changes to the Traffic Calming Policy based on “lessons learned” from the Water St study- John Fancy
  - b. Discussion of April public meeting and action items for the Water Street traffic calming project.
6. **Open forum** for Citizen concerns, transportation related complaints, and other requests relevant to the TAC. Action items and talking points will be added to the April TAC meeting as “Active Business”.
7. **Adjourn**

**Town of Thomaston**  
**TRAFFIC CALMING POLICY**

Approved by Select Board on March 10, 2025

Suggested changes dated 3/10/2026 in red

**I. Intent**

This policy is the commitment of the Town of Thomaston to promote safe and efficient movement of all modes of transportation in our community. This Traffic Calming Policy provides a structured framework for evaluating traffic concerns and implementing appropriate measures to enhance roadway safety, encourage responsible driving behavior, and support neighborhood quality of life.

Traffic calming and control devices must strike a balance between their intended effects and their impact on users, the environment, public safety, and overall community benefit. Some traffic calming measures can pose risks to motorists, cyclists, and other users if not approached safely. The Traffic Advisory Committee, together with the Town, is responsible for ensuring that these devices are implemented in a way that prevents unintended consequences, such as creating a less safe corridor.

The general approach to traffic calming will begin with a minimal strategy focused on education and enforcement, aimed at altering driver behavior in a way that is both cost-effective and less controversial. These initial measures may include neighborhood traffic safety campaigns, speed display units, targeted police enforcement, pavement marking adjustments, and signage (e.g., "Drive Slow," "Children at Play," etc.). If these tools do not sufficiently address the identified traffic issues, the approach will progressively expand to more intensive measures, including engineering design and construction, with the goal of implementing long-term solutions.

**II. Purpose**

The purpose of this policy is to provide a structured process for residents and businesses to request further analysis of traffic concerns, gain a better understanding of the issues, and implement appropriate solutions to reduce vehicle speeds, improve safety, and promote a more livable community.

Specifically, it aims to:

- Establish community engagement requirements, so that residents of an affected street or intersection are afforded an opportunity to participate in discussing the problem and its potential solutions.
- Ensure each situation is thoroughly evaluated, resulting in either an explanation for why no action is necessary or a recommendation for appropriate measures to promote responsible roadway usage.
- Implement effective, context-sensitive traffic calming measures where warranted that align with municipal resources and long-term planning objectives. Physical alterations are likely to have budgetary and construction related impacts.

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**III. Applicability**

This policy covers local roadways only, where jurisdiction of traffic control measures falls under the Town of Thomaston. Note: Road segments under the jurisdiction of the State of Maine or Federal government are not eligible for traffic calming measures under this policy. However, requests for traffic calming on State or Federal roads will be collected by the Traffic Advisory Committee and forwarded to the appropriate agency for review.

**IV. Criteria for Evaluation**

To be eligible for evaluation of traffic calming measures:

1. The subject street segment must:
  - a. Have a speed limit of 25 mph; or less
  - b. Be at least 500 feet long (entire street length not segment); and
  - c. Must not have been evaluated as part of a traffic calming request in the prior 2 years, unless there is recent crash history since the last time the segment was evaluated.
2. A written request signed by at least 30% of the property owners or registered voters from separate households on the subject street must be submitted to the Town Manager and/or Police Department on a Traffic Calming Evaluation Request Form available on the Town of Thomaston web site or from the Town office.
3. Traffic Speed Eligibility: At least 50% of motor vehicles traveling on the subject street segment must exceed the posted speed limit by 10 mph or more, as indicated by the Police Department's traffic study (to be completed following submission of an eligible traffic calming request that meets Criteria 1 & 2 above).

**V. Evaluation Procedures**

1. All traffic calming requests must be submitted to the Police Department for initial review. The Police Department will confirm receipt of the request within 10 business days and ensure all required information is complete.
2. If the subject street meets the Criteria for Evaluation in Section IV-1&2 above, the Police Department will conduct a field assessment of traffic conditions, including speed, vehicle volume, and any relevant accident history.
3. Upon completion of the field assessment, the results will be provided to the Town Manager and the Traffic Advisory Committee. The Traffic Advisory Committee will review all requests on a quarterly/yearly basis. The Traffic Advisory Committee will evaluate the request to determine if it meets the eligibility criteria

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based on the Police Department's assessment. To be eligible for traffic calming measures, the road segment must meet the following condition: At least 50% of motor vehicles must exceed the posted speed limit by 10 mph, as indicated by the Policy Department's study, unless the segment is within a school zone or there has been a crash history within the past year.

4. If the subject road segment meets the traffic speed eligibility requirement, the Traffic Advisory Committee will recommend it move to review for traffic calming measures. The Traffic Advisory Committee Chair will notify the requester of the preliminary findings.
5. In evaluating appropriate traffic calming measures, the Traffic Advisory Committee will meet with the Police Department, Fire Department, EMS, and the Public Works Department. If the road segment is complex, the Committee may request a traffic consultant or engineer to assist in the evaluation. Factors to be considered include:
  - a. Impact on neighboring streets – particularly if the road is part of an interconnected neighborhood road system,
  - b. Proximity to major intersections,
  - c. The presence of nearby traffic calming devices.

Engineering efforts generally are more formal and permanent in nature and usually require a more detailed assessment of field conditions. The engineering efforts may require formal design, budget appropriation, construction and review by a third-party transportation engineer. The timeline for implementation of engineering related improvements is more long term and permanent in nature.

6. If at any point in the evaluation period the terms of eligibility are not met, passive and/or standard measures may be considered by the Traffic Advisory Committee at their discretion. However, permanent physical alteration measures will not be further considered under this policy. Once a traffic calming request is formally denied for physical alteration measures by the Town, no further requests for the subject road segment will be considered for a period of 2 years, without sufficient cause including, but not limited to, significant traffic volume increases due to additional real estate development, substantially higher crash rates, etc. These circumstances will be reviewed by the Chief of Police and the Town Manager prior to requesting an additional traffic calming application review.

**VI. Community Engagement:**

1. If a permanent, physical traffic calming measure is proposed, the Traffic Advisory Committee shall **hold a public meeting and, a minimum of 30-days prior to the**

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meeting date, shall notify all property owners on the affected street and shall provide to the Town office a written statement of the proposed measures and their potential impact. This notice will be published on the Town website for a minimum 30-day period. A vote will be held at the public meeting and, if more than 51% of households or businesses on the affected street vote in favor of the project it moves to approval and funding.

- ~~2. hold a public neighborhood meeting to present the proposed measures, explain their potential impact, and gather community feedback. Notice of the meeting shall be provided to all property owners on the affected street in advance.~~
- ~~3. The results of the traffic study, the Traffic Advisory Committee's evaluation, the proposed measures, and public feedback will be published on the Town website for a minimum 30-day public comment period.~~
- ~~4. Following the 30-day comment period, a vote will be held at a neighborhood meeting. In order for the traffic calming project to be considered for funding and implementation, 51% of households or businesses on the affected street must vote in favor of the project.~~

## **VII. Approval & Funding**

1. After a traffic calming project passes the neighborhood vote, the Town Manager must submit the traffic calming project proposal along with a formal funding request for consideration by the Select Board. The Select Board shall review the proposed traffic calming measures and hold a public meeting before approving or rejecting the project. If the Select Board approves the project, it will be considered for funding.
2. Traffic calming projects will be funded through a combination of town funds, grants, and, in some cases, contributions from residents or businesses. The Town will prioritize projects based on safety needs and available resources. If funding is available in the current operating budget, the Town Manager may recommend that such changes be made to the Director of Public Works. If funding is NOT available in the current budget, the Traffic Advisory Committee may request that the project be considered for funding in a future annual budget process or other sources.

## **VIII. Implementation, Monitoring, & Removal**

The Town may install temporary devices to test their effectiveness before implementing permanent solutions. Approved measures may also be installed on a trial basis, with ongoing monitoring to assess their impact. Adjustments will be made as needed.

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The Town reserves the right to modify or remove any traffic calming measures based on updated traffic patterns and community feedback. After the implementation of a traffic calming program, a petition to end the program may be submitted to the Town Manager. The petition must meet the same signature requirements as the original traffic calming request. The completed petition will be reviewed by the Traffic Advisory Committee, Town Manager and Select Board. Following their review, the Town may end the program and restore the street to its original condition.

**IX. Terms of use**

The recommendations of the Traffic Advisory Committee will specify the type of traffic calming measures to be deployed, as well as the anticipated duration of their use. All proposed traffic calming devices in the Town of Thomaston must comply with the latest guidelines from MaineDOT, the Institute of Transportation Engineers (ITE), the Federal Highway Administration (FHWA), and the Manual on Uniform Traffic Control Devices (MUTCD).

Enforcement of traffic calming measures falls under the jurisdiction of the Police Department, which has sole discretion over how and when enforcement actions will be carried out.

This traffic calming policy does not apply to:

- a. Traffic calming measures required on town streets to comply with State and Federal standards or warrants;
- b. Temporary changes in traffic patterns needed for special event staging;
- c. Experimental traffic calming measures installed temporarily for research and evaluation by the Town;
- d. The installation of traffic control devices (e.g., signals, stop signs, etc.); and
- e. The installation of traffic calming devices required on a roadway as mitigation for a commercial, residential, mixed-use, or other development project.