

**VILLAGE OF ESSEX JUNCTION
TRUSTEES' POLICY REGARDING
BIKE/WALK ADVISORY COMMITTEE**

1. Purpose:

Advance Essex Junction as a friendly neighborhood community where bicycling and walking are encouraged, and where sidewalks, bike paths, multi-use paths, and other facilities are provided and maintained in order to enhance the year-round safety, accessibility, convenience, enjoyment, and health of all citizens.

2. Membership and Meetings:

The Bike/Walk Advisory Committee shall consist of eight members appointed by the Board of Trustees for overlapping terms of three years. Member terms will be for three (3) years once confirmed by a majority of the Trustees, there shall be no term limits. Committee's first appointees will be appointed staggered terms: three (3) members for three (3) years; three (3) members for two (2) years; and two (2) members for one (1) year. The first meeting shall be the organizational meeting for the election of officers; namely, the Chair and Vice-Chair. Vermont's Open Meeting law will govern the meetings, including notice of meetings, quorum, minutes and related requirements. Meetings shall be held at the call of the chairperson. The Committee shall be staffed by a member of the Planning Department, Planning Commission, or other department as determined by the Village Manager or his/her designee. The group will meet regularly, at a date and time to be decided by the committee.

3. Responsibilities:

- Assist Village staff in the creation of a Bike/Walk Plan;
- Provide information and assistance to the BOT and Planning Commission regarding non-motorized travel issues, and support the BOT and Planning Commission in the review of proposed developments by recommending necessary improvements for walking and biking. One member shall be appointed to attend all meetings of BOT and Planning Commission that involve bike and pedestrian issues;
- Monitor Village activities with regard to transportation and other public improvements and make recommendations to Village officials which will accommodate non-motorized users to the maximum extent possible;
- Gather information on non-motorized activity within the Village, including safety and maintenance needs;
- Ensure that Village bike and pedestrian planning is coordinated with adjacent communities and fits into the overall regional non-motorized travel plan;
- Serve as community advocates for increasing the level of non-motorized travel within the Village and for promoting bicycle and pedestrian safety;
- Advances the action items identified through the work of the 2011/2012 Vermont Department of Health Building Healthy Communities Grant;
- Increase public awareness and engagement of bike/walk issues through community events and participation.
- Advocate funding be provided for non-motorized improvements from local and non-local sources;
- Ensure that Village policies, practices and programs adequately address the needs of all non-motorized travelers.

4. Outcome:

The continued facilitation of non-motorized travel within the Village by advocating the proper planning, implementation and maintenance of non-motorized improvements.

Adopted by the Village Trustees on 3/12/13, revised on 5/28/13.