



**CITY OF ESSEX JUNCTION  
BIKE WALK ADVISORY COMMITTEE  
REGULAR MEETING AGENDA**

Online &  
6 Lincoln St. (Kolvoord Room)  
Essex Junction, VT 05452  
Thursday, November 14<sup>th</sup>  
2024, 7:00 PM

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Phone: 802-878-6944, ext. 1625

This meeting will be held in-person at 6 Lincoln Street in the Kolvoord Room at Brownell Library and available remotely. Options to join the meeting remotely:

- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 958-5750-2850; Passcode: 790174

1. **CALL TO ORDER** [7:00 PM]
2. **DETERMINE WHO WILL TAKE MINUTES**
3. **AGENDA ADDITIONS/CHANGES**
4. **MINUTES FOR APPROVAL**
  - a. October 22<sup>nd</sup>, 2024
5. **PUBLIC TO BE HEARD**
6. **BUSINESS ITEMS**
  - a. Bicycle Friendly Community application review
  - b. Bike parking survey data
  - c. Bike parking installation updates
7. **MEMBERS UPDATES**
8. **STAFF UPDATES**
  - a. CATMA Summit recap
  - b. Traffic Calming Policy – UVM student project update
9. **READING FILE**
10. **ADJOURN**

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**CITY OF ESSEX JUNCTION  
BIKE WALK ADVISORY COMMITTEE  
MEETING MINUTES  
DRAFT**

Online &  
6 Lincoln St. (Kolvoord Room)  
Essex Junction, VT 05452  
Tuesday, October 22<sup>th</sup>  
2024, 7:00 PM

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**1. CALL TO ORDER: [7:00 PM]**

- The meeting was called to order by John O'Brien.
- Present committee members: David Achee, Lauren Philbrook, Eric Bowker, John O'Brien, Philip Bieber, Russ Miller-Johnson, including attendees both in person and online via Zoom.
- Others present: Bruce Foley, Michael Giguere (staff representative)

**2. DETERMINE WHO WILL TAKE MINUTES**

- David Achee was designated to take minutes for the meeting.

**3. AGENDA ADDITIONS/CHANGES**

- No changes to the official agenda were requested by any members.

**4. MINUTES FOR APPROVAL – September 24, 2024**

- The committee unanimously approved the minutes from the September 24, 2024, meeting. Philip Bieber motioned for approval, and Lauren Philbrook seconded the motion.

**5. PUBLIC TO BE HEARD**

- There were no items from the public to be heard.

**6. BUSINESS ITEMS**

**a. RRFB Location Consideration**

- The committee discussed the potential locations for new RRFB installations, with a focus on improving safety at key intersections.
- The intersection at Main Street and Athens Drive was identified as a priority for pedestrian safety improvements. After discussing the traffic and pedestrian patterns in that area, Philip Bieber motioned for approval, Lauren Philbrook seconded the motion, and the committee voted unanimously to install a new RRFB at Athens Drive.

**b. Bike Parking Survey Data**

- The results of the bike parking survey were presented, showing locations of existing bike parking and places where residents would like to see bike racks in the future. A few areas were identified as lacking sufficient bike racks by residents, such as Park & Park Terrace, Brownell Block/Amtrak Station, and Essex Junction Shopping Center. Staff will continue to analyze the data while waiting for additional results and report back with more detailed findings at the next meeting.

**7. MEMBERS UPDATES**

**a. Bike Friendly Community Designation**

Eric Bowker provided an update on the process for reapplying for the Bike Friendly Community designation. The League of American Cyclists has provided login access for the application system. The committee will either need to change or resubmit the previous application to maintain the designation.

- Bruce asked about the value of maintaining the Bike Friendly Community designation, prompting a brief discussion among the committee.
- The group decided to review the application at the next meeting to determine the best course of action for reapplying.

**a. Traffic Cameras**

Russ Miller-Johnson shared that he is researching the installation of traffic cameras, specifically mentioning their use in

monitoring automobile speed.

## **8. STAFF UPDATES**

### **a. CCRPC Bike/Ped Data Updates:**

Michael Giguere shared that the Chittenden County Regional Planning Commission (CCRPC) requested updates for pedestrian infrastructure for the city. New additions such as the Crescent Connector and removal of existing bike lanes were shared, but it was asked that commission members look for any discrepancies on regional bike maps that may need to be corrected.

### **b. Bike Locker Updates:**

It was reported that the installation of bike lockers at key transit points had been delayed slightly due to delays with the city finance department setting up accounts to receive deposits for the lockers. Pricing has also been updated to encourage use of the lockers.

### **c. Connect the Junction Recap:**

Michael Giguere provided a detailed recap of the “Connect the Junction” event. The event highlighted several bike-friendly routes and promoted the city’s initiative to encourage sustainable transportation methods. Feedback from participants was overwhelmingly positive.

The following items were added to the staff updates ad hoc by the committee:

- **Lincoln Terrace and School Street Traffic Calming**

- The committee received an update on the traffic calming project planned for the intersection of Lincoln Terrace and School Street.
- Approval has been granted by city staff to move forward with a project aimed at addressing pedestrian safety concerns at this intersection, especially for school children. One of the key issues identified is that the stop bar is painted directly over the crosswalk, violating traffic engineering standards.
- Additional concerns were raised about the visibility of pedestrians due to trees obstructing the view for drivers coming from School Street. The property owner has already agreed to remove these trees, improving sight lines at the corner.
- The project will use temporary materials, such as flexi posts and white traffic paint, to reduce the turn radius from 20 feet to 15 feet, forcing vehicles to make wider, slower turns and providing a safer crossing environment for pedestrians. These temporary materials will be removed during the winter.
- The city engineer has suggested that the committee also consider turning Lincoln Terrace into a one-way street in the future as part of a more comprehensive approach to traffic calming in the area.

- **UVM Civil Engineering Capstone Project**

- The committee was informed about a new collaboration with civil engineering students in the Spring 2025 semester. Professor Lens, who leads a civil engineering capstone course, will have students work on a redesign project for Park Street.
- In the past, students have worked on projects like the North and Grove intersection redesign. While initial proposals were turned down by city staff, the students will now focus on addressing the lack of bike lanes on Park Street.
- The project will explore redesigning the streetscape, including the often-unused parallel parking, and improving pedestrian crossings. The goal is to create a consistent north-to-south biking corridor, connecting the Williston multi-use path to the Crescent Connector.
- The students will attend a few committee meetings in the spring and work closely with the city engineer to ensure the feasibility of their design. The committee’s hope is to have actionable plans and potentially have

some implementation (such as paint markings) by summer 2025.

- The importance of this project aligns with other initiatives like Connect the Junction to create major corridors for pedestrians and cyclists. The committee emphasized the need for crosswalks near transit stops, especially considering the possibility of changes to bus service in the area.

**9. READING FILE**

**10. ADJOURN**

- Lauren Philbrook motioned for adjournment, and Eric Bowker seconded the motion. The meeting adjourned at 8:03PM.