

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

Online &  
6 Lincoln St. (Kolvoord Room)  
Essex Junction, VT 05452  
**Thursday, May 8<sup>th</sup>**  
**2025, 7:00 PM**

E-mail: [mgiguere@essexjunction.org](mailto:mgiguere@essexjunction.org)

[www.essexjunction.org](http://www.essexjunction.org)

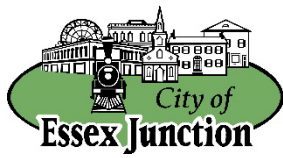
Phone: 802-878-6944, ext. 1625

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. **AGENDA ADDITIONS/CHANGES**
3. **MINUTES FOR APPROVAL**
  - a. April 10<sup>th</sup>, 2025
4. **PUBLIC TO BE HEARD**
5. **BUSINESS ITEMS**
  - a. Bicycle Friendly Community (BFC) application review
  - b. Wayfinding signage project
  - c. Regional advocates meet up planning
  - d. Volunteer opportunities
    - Veterans Memorial Park traffic count
    - Brownell Repair Café
6. **MEMBERS UPDATES**
7. **STAFF UPDATES**
8. **READING FILE**
9. **ADJOURN**

*This agenda is available in alternative formats upon request. Meetings of the Bike/Walk Advisory Committee, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the City Manager's office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.*



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1. **MEMBERS PRESENT**

John O'Brien, Russ Miller-Johnson, Lauren Philbrook, David Achee, Eric Bowker

**OTHERS PRESENT**

Jack Evans (Local Motion), Michael Giguere (staff representative), Alison Werner

2. **CALL TO ORDER**

The meeting was called to order at 7:00 PM.

3. **DETERMINE WHO WILL TAKE MINUTES**

Russ Miller-Johnson takes minutes

4. **AGENDA ADDITIONS/CHANGES**

- a. Add Traffic Calming Policy update as Staff Update
- b. Add National Planning Conference Resources as Staff Update
- c. Add Stevens Park update as Staff Update

5. **MINUTES FOR APPROVAL**

- a. March 13<sup>th</sup>, 2024; motion by David, seconded by Russ to approve the minutes as presented, approved 5-0

6. **PUBLIC TO BE HEARD**

Alison Werner came to find out about and discuss potential change of Lincoln Terrace to one-way traffic from current two-way use, as part of pending intersection improvements for pedestrian safety. Informed that no traffic direction changes were being done and with the project would be discussed later in the meeting, Alison stated that the item merited no further discussion.

7. **BUSINESS ITEMS**

- a. Wayfinding signage project
  - Discussion focused on NE Quadrant and along established/mapped network consistent with City interest and budget
  - Google Earth project maps used, with integrated long-term use as part of regional connectivity.
  - Printed maps kiosk/access locations such as Essex High (students only), Amtrak Station, Maple Street,
  - Signage locations possible: Hubble's Falls and Beech; Mansfield and Brickyard; in Fairview; with directions away from and to City center/5 Corners and the Bike path to the Essex Experience
  - Options: Signs as painted metal or composite; 4-inch diameter with a white bicycle and arrow on a blue background. Use existing sign poles. Use QR coding. Examples shared by Local Motion.
  - Ride audits to be done by BWAC
  - Michael to establish monetary costs for signs.

- b. Bike rack quality/accessibility audit
  - Essex Junction Market and the adjacent shopping center will be installing racks based on Michael's contact with property management.
  - Bespoke, Nest, the Amtrak Station, and near Boxcar have or will have racks
  - Rack types and alignment with National Standards as part of proposing upgrades with new racks, such as at Fish and Wildlife building, at Brownell, the Schools, and use available inventory.

8. **MEMBERS UPDATES**

- a. Bicycle Friendly Community application task force
  - Micheal worked online for Education part; Erik will assist with PE teacher contact for that information.
  - Roadway milage and speed correlation item work pending with Summer deadline.
- b. Capital Committee Meeting update.
  - Updates on Sidewalk rehabilitation plans
  - Look to correlate efforts with City

9. **STAFF UPDATES**

- a. Lincoln Terrace traffic calming project update
  - Plan presented, discussed concerning maintenance. Pylons to be year-round and replacements, if damaged, on hand.
  - Two-way traffic maintained in part due to public engagement concerning redirected traffic effects.
  - Future work on sinking curb is contemplated.
- b. Park Street reconfiguration update
  - UVM Student project outlined with street reconfiguration proposed. T
  - To be presented April 24 at UVM Davis Center. Information on this to follow.
- c. Sidewalk Policy draft update
  - Update given for policy for sidewalk removal, repair, and additions criteria. Sidewalks are a priority for the City in the near term
  - Emphasis on enhancing readability and accessibility on City website.
  - Specific locations in need of repair and issues on durability discussed, including traffic increase due at Hiawatha due to Summit closing.
- d. VPOP bicycle connections campaign
  - VPOP activity presented; bus stop benches, connecting communities with commuter connections as an emphasis.
  - BWAC to link with other adjacent towns via VPOP group rides
  - Info at VERPOP.org
- e. Traffic Calming Policy Update
  - To be issued next week as draft for City Council, Public Safety reviews
- f. National Planning Conference Resources
  - Michael attended conference and shared AARP Bike and Walk Audit Guides, also available online at AARP site. They can be used with Public Works and City Council also.
- g. Stevens Park grant update:
  - Did not get the grant. Will retool for next year's application with a parks and recreation emphasis as learned though this year's process.

10. **READING FILE**  
No attachments

11. **ADJOURN**  
Motion to adjourn and seconded passed 5-0