



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

Online &  
6 Lincoln St. (Kolvoord Room)  
Essex Junction, VT 05452  
**Thursday, June 12<sup>th</sup>  
2025, 7:00 PM**

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**1. MEMBERS PRESENT**

John O'Brien, David Achee, Philip Bieber, Russ Miller-Johnson, Lauren Philbrook

**2. OTHERS PRESENT**

Michael Giguere (staff representative), Jack Evans, Daniel Liguori, Joseph Finch

**3. CALL TO ORDER**

The meeting was called to order by John at 7:03 PM.

**4. AGENDA ADDITIONS/CHANGES**

No additions or changes were made.

**5. MINUTES FOR APPROVAL**

Lauren made a motion, seconded by Russ, to approve the minutes from May 8<sup>th</sup>, 2025 as presented. Motion passed unanimously (4-0).

**6. PUBLIC TO BE HEARD**

Joseph provided updates on planning for a balance bike race at Champlain Valley Expo on July 4<sup>th</sup>. Local Motion is providing some giveaway items. He also mentioned that he will be looking to hand off leading the organization of bike bus programming soon.

Daniel mentioned that he interviewed for the open seat on BWAC.

**7. BUSINESS ITEMS**

**a. Bicycle Friendly Community (BFC) application review**

Michael presented a summary presentation of Essex Junction's reapplication as a Bicycle Friendly Community. The group discussed interesting discussion points on the application, such as percentage of low-stress bicycle facilities, determining what the community's biggest improvement from the last application was, long-term planning projects working toward active transportation and safety, and considerations on equitable engagement. A live poll was run to determine the top three reasons committee members would like bicycling to be prioritized in the community and determine which communities should be looked to as comparable role models.

Michael shared next steps, which includes a local and national review period before notification of award level.

**b. Town of Essex Route 15/Main Street shared use path**

Michael presented a project being pursued by the Town of Essex for a shared use path and bike lane along Route 15/Main Street. A portion of the proposed path falls in Essex Junction, but the Town is likely pursuing funding for the northernmost portion first, making this proposal less time-sensitive for Essex Junction to consider.

Committee members voiced their strong support for the project, particularly in consideration of the improvements this project would have on pedestrian safety. Lauren pointed out that the alternative bike/ped route through the Countryside neighborhood to the Essex Experience is twice as long as this proposed direct route. While this is an acceptable distance for cyclists, a more direct route for pedestrians would be preferred. Russ mentioned that lowering the road speed from 40 mph would be an improvement and mentioned the lack of safe walking facilities on this route, with many people walking on the shoulder of the road in the wrong direction. Phil mentioned the benefit that this project could have as a proof of concept for Pearl Street. David shared concerns that avoiding supporting this project would solidify the gaps in the community's infrastructure network. Daniel mentioned that this path could provide connectivity to Athens Drive and Juniper Ridge's path, linking existing infrastructure. John mentioned how important this project is to support the Town's plans for

housing and commercial development.

Michael mentioned he would collect this feedback and share it with City leadership.

c. Printed bike map draft review

The committee reviewed the draft version of a printed bike map for Essex Junction, highlighting routes, points of interest, and regional connections. Feedback was provided by the committee on readability, accessibility, and user friendliness. They also discussed the applicability of defining specific streets as “low-traffic” such as South Street and West Street, which were determined to not be appropriate for that definition. Michael mentioned that this will be published and distributed soon, and will be used to help justify infrastructure planning projects that fill the network gaps on this map. John mentioned that there was a lot of interest in this map at Essex Pride.

d. CCRPC Regional Safety Action Plan discussion

The committee briefly discussed the RSAP drafted by CCRPC, noting that no roads in Essex Junction are mapped on the high injury network. Jack provided additional context for the types of toolkit items that would be eligible for funding, which mostly include signage and visibility improvements.

e. Regional advocates meet up planning

The committee plans on inviting Williston on the Move for a group ride and joint meeting during BWAC’s regularly scheduled meeting at 6:15 pm on Thursday, July 10<sup>th</sup>. Michael is coordinating further with City management.

Jack provided updates for a regional meetup between bike committee members at Local Motion’s headquarters in Burlington on Wednesday, August 6<sup>th</sup> at 5:30 pm. Food and refreshments will be available.

f. Memorial Way traffic count updates

The committee reviewed John and Lauren’s traffic counts on Memorial Way. Michael asked the group to do a traffic count to add to the data set if time permits.

**8. MEMBERS UPDATES**

Lauren asked about Lincoln Terrace and John asked about the RRFB at Main & Athens, Michael confirmed that Public Works has all the materials needed for these installations and will coordinate further.

Russ raised concerns about how the elementary school consolidation will impact traffic near Hiawatha next school year and recommended a proactive traffic calming project. Lauren presented her plan for a route and raised concerns about high stress drivers during school drop-off. Phil mentioned that most informational meetings at Hiawatha were related to parking areas. John mentioned that there are potential plans for two drop off lanes and mentioned the possibility of a Summit Street bus shuttle. Lauren mentioned that using the existing bus loop could be an option.

Phil brought up a recent encounter at Brownell Library where a child misplaced their bicycle helmet and presented the idea of purchasing a library of helmets for the library of things.

A motion was made by Phil, seconded by Lauren, to use BWAC funds to purchase a library of helmets and u-locks for Brownell Library. Vote passed unanimously (5-0).

**9. STAFF UPDATES**

a. Bike locker updates

Michael mentioned that the City did a news release for the bike lockers and has the rental forms available on the City’s website. He is working further with SB Signs to test materials for a printed advertisement on the side of the lockers.

b. Bike parking updates

Michael mentioned that bike parking has been installed at several locations around the City, including Essex Junction Market, Bespoke, Nest, and Brownell Block. Planet Fitness will have two bike racks soon.

c. Recognition for Eric Bowker

Eric has chosen not to renew his term on BWAC. The committee took time to thank Eric for his twelve years of contributions to the committee from its conception in 2013.

10. **ADJOURN**

Motion to adjourn by Lauren, seconded by David. Motion passed unanimously (5-0), meeting adjourned at 8:19 PM.