

MINUTES SUBJECT TO CORRECTION BY THE ESSEX JUNCTION BIKE/WALK ADVISORY COMMITTEE. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMITTEE.

**VILLAGE OF ESSEX JUNCTION
BIKE/WALK ADVISORY COMMITTEE
MINUTES OF MEETING
SEPTEMBER 16, 2013**

MEMBERS PRESENT: Rick Hamlin, Phoebe Spencer, Andrea Van Liew, Eric Bowker, Rowena Albert, Rosalind Hutton, Jud Lawrie

OTHERS PRESENT: Matt Whalan (Essex CHIPS), Jeff Goodrich

ADMINISTRATION: Darby Mayville, Community Relations and Economic Development Assistant

1. CALL TO ORDER

Rick called the meeting to order at 5:34 PM.

2. AGENDA ADDITIONS

Rick asked for the approval of the committee to add two items to the agenda: A meeting with Caitlyn Brewer-Collie of Local Motion (did not arrive), and the presentation of an idea from Jud to review and possibly model the work of other communities.

MOTION by ROWENA, SECOND by JUD, to amend the agenda. VOTING: unanimous; motion carried.

3. REVIEW IDEA OF MODELING WORK OF OTHER COMMUNITIES

Jud said that he thought that there were a lot of different communities doing a lot of good work around biking and walking issues, and that it would be helpful to take a look at their work. He is working on identifying towns that are having been working on biking and walking issues, and plans to bring a list back to the committee.

Andrea asked what types of things committee members should be looking for in other communities.

Rick said that committee members should be looking for communities that they felt that this committee could learn from, and possibly model, their activities.

Jud said that he will have a list of communities prepared by the next meeting for the committee's review.

4. ACCEPTANCE OF MINUTES

MOTION by ROWENA, SECOND by PHOEBE, to accept the minutes from the last meeting. VOTING: unanimous; motion carried.

5. ASSIGNMENT OF PROJECTS

Rick said that committee members should select a variety of projects to work on. All committee members should take on at least two projects, and all projects should have at least two committee members working on them.

Jud asked for clarification on responsibilities expected of each committee member who selects a project. Rick said that they will need to determine what the problem is, what the committee wants to do about it, and who is the best person to communicate with in order to get the problem solved.

Short Term:

- Replace missing signs, trim trees: Jud and Eric
Jud also noted that he would like all members of the committee to let them know if they see problems that need to be addressed.
- Adjust loops & paint stopping points: Rowena and Rick
- Increase awareness of road rules: Phoebe and Andrea
- Crosswalk signage and flagging: Rosalind and Eric

Andrea asked for additional clarification regarding what “increasing awareness of road rules,” consisted of. Rick told her that it involved education citizens by getting the word out about these issues.

Rick also mentioned that he would be contacting the Village Trustees to remove member Eric Dufresne due to non-attendance.

Medium Term:

- West Street/ANR/Route 15 link: Rick and Phoebe
- Improve safety of crosswalks: Eric and Rosalind
- Education for all, integrate with schools: Andrea and Rosalind
- Bike/Walk Master Plan: All

Darby reminded committee members that the Village Comprehensive Plan is currently being updated, and asked all members to follow this process, as it impacts bike and walk issues.

Long Term:

- Bike Walk Master Plan: All
Jud said that he had a template for a Bike/Walk Mater Plan. Rick offered to edit it and present it to the group at their next meeting.
- Speed enforcement, traffic calming: Eric and Rowena

- Route 2A to 15 link through Fairgrounds Rick and Jud

Rick also added that he is a stockholder at CVE.

6. PRIORITY DEADLINES

Rick said that it is important to establish a preliminary schedule for these projects so that they don't get pushed aside. He felt that the best way to do this was to establish general deadlines for all of the short, medium, and long term projects.

Rick asked the group if a good deadline for the short-term projects was completing them by the end of the year (3.5 months). All agreed. He then suggested completing the medium-term projects by the end of 2014, and not having an end date for the long-term projects. All agreed. Rick said that the projects groups can be working away from the meeting, and then report back on their progress to the group as a whole. The rest of the meeting can be spent working on a Bike/Walk Master Plan, and hearing updates on research on other communities.

7. COMMENTS FROM MEMBERS OF THE PUBLIC

Jeff noted that both Middlebury and Montpelier would be valuable communities to compare, as they both do very well with crosswalk and pedestrian safety law enforcement. He also brought up concerns about the Multi-Use Path, and Rick told him that this was not an appropriate venue for these concerns.

Matt brought a VTrans grant opportunity to the attention of the committee. Darby and Rick noted that the Village is already managing several VTrans grants currently, and that the chances of receiving another one at this time are slim. Rosalind said that the Safe Routes to School program is considering applying for funding through this program.

8. MEETING SCHEDULE

Next meeting

- October 21st, at 5:30 PM

Agenda Items

- Approval of Minutes
- Project Status Updates
- Presentation from Jud Lawrie on Example Communities
- Review of Bike/Walk Plan Template

9. ADJOURNMENT

MOTION by Phoebe, SECOND by Rosalind, to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 6:25 PM.