

VILLAGE OF ESSEX JUNCTION
BIKE/WALK ADVISORY COMMITTEE MEETING
MONDAY, APRIL 28, 2015 AT 5:45 PM
BROWNELL LIBRARY MEETING ROOM
AGENDA

1. Minutes Review;
2. Planning for May Event;
3. Public Input.

**VILLAGE OF ESSEX JUNCTION
BIKE/WALK ADVISORY COMMITTEE
MINUTES OF MEETING
APRIL 28, 2015**

MEMBERS PRESENT: Rick Hamlin, Micah Hagan, Jud Lawrie, Rosalind Hutton, Eric Bowker, Raj Chawla

ADMINISTRATION: Darby Mayville, Community Relations/Economic Development Assistant

1. CALL TO ORDER

Rick called the meeting to order at 5:45 PM.

2. MINUTES REVIEW

MOTION BY JUD, SECOND BY ERIC TO ACCEPT APRIL 14th MEETING MINUTES. MOTION PASSED.

3. CYCLE DE MAYO PLANNING

The committee began by reviewing individual task assignments from the previous meeting.

1. Eric

- His friend who runs a pizza truck will not be able to attend.
- He is working on getting the nets on the tennis courts at EJRP taken down for the event.
- He has collected several raffle prizes, and is waiting to hear if any local bike shops will be able to attend.
- Eric said that the bike trailer would be picked up and delivered to Maple Street Park. He will need help loading the bikes back on the trailer after the event.
- Safe Kids Vermont will be donating prizes for the raffle. Eric will ask Brad Luck if EJRP can donate anything to the raffle.

Eric informed the group that he was not able to get the event logo and poster completed. Rick offered to do this tonight, and send it to the committee for their approval tomorrow. In order for the flyer to be included in school Friday Folders, it will need to be printed and available by this Thursday.

2. Raj

- He is unable to get the Chinese food truck to the event.
- He will bring 250 flyers to ADL.
- The Ben & Jerry's Truck will most likely be able to attend.
- Raj has not been able to get in touch with his DJ friend. Eric will check to see if we can use EJRP's sound system to make announcements and play music.

3. Darby

- The Euro Diner will be attending the event, and will be the only food vendor present.
- A banner for the event will be hung outside the Village offices starting on May 4th.
- CVE will be putting information about the event on their flashing banner.
- The Essex Reporter has been invited to this event.
- Numerous balloons and bubbles are available.
- Darby has done one PR push for the event and will do a second next week.

5. Rosalind

- She will try to contact her friend who owns a sugarhouse to see if any syrup can be donated to the raffle.
- She will put the event flyer in the school Fleming, Summit Street, and Hiawatha School Friday Folders.
- Rosalind and Eric will be helping out at the bike rodeo, and think that they will only need one additional volunteer. The rodeo will be scheduled at specific times and will not be an ongoing event.

6. Micah

- Micah spoke with his wife, who owns a marketing firm. She suggested several free online calendars that could be used to spread information about this event.

Rick asked the committee if they felt a rain date for the event was necessary. Eric noted that the bike trailer would not be available beyond the weekend of May 9th. However, Eric will check with EJRP to see if they would be able to accommodate a rain date of May 16th.

Rosalind said that she would bring a sun shelter, and Rick will bring two folding tables. One of the tables will be used to setup raffle prizes. Rick will be responsible for picking up the raffle tickets. The raffle will be held at the conclusion of the slow ride. Jeff and Jud will be leading the ride.

Rick asked the committee if they thought that there should be a police presence at the Slow Roll. All agreed that it was a good idea, especially if the bike patrol is available.

Rick said that he and Jeff would put up the guerilla signs prior to Cycle de Mayo.

Raj suggested getting safety information out to the public, especially considering the recent bicycle deaths that have occurred in Vermont. Rick said that he would write something up and send it to Darby to post of Front Porch Forum.

There was some discussion about using the \$250 allocated for the event to purchase reflective yellow tee shirts to be worn at the event. Rosalind will check in with East Coast Printers on Friday to see what the cost for ten or so shirts might be.

Jud asked if this money could be used at a later date?

Darby said that it would need to be used by July 1st.

The committee decided to have a computer with internet access available to allow attendees to sign up for Bike to School week at the event.

4. PUBLIC INPUT

None.

5. NEXT MEETING & AGENDA

- Next Meeting: May 18th at 5:45 PM
- Agenda Items:
 1. TBD

6. ADJOURNMENT

**MOTION BY ERIC, SECOND BY ROSALIND TO ADJOURN THE MEETING.
MEETING ADJOURNED AT 7 PM.**

Respectfully submitted, Darby Mayville.