



### **In Attendance**

Robert Leslie, Kenneth Kovalchik, Maureen Cunningham, Ann Mullaly, Anne Benware, Jennifer Spore, Jill Adams, Joe Pasquini, Cory Engel

The following are the action items from the meeting:

### **Walk Left Ride Right Logo**

- Scott L. completed the revision for the logo and the updated version was reviewed by Committee.
- Committee was in agreement that the Town of Bethlehem and Sustainable Bethlehem website URL's should be included on the logo.
- Committee inquired if magnets could be designed for use on Town vehicles.

### **ACTION ITEMS**

- Ken K. will email Committee jpeg of update logo
- Ann M. will research costs for including logo on the light.
- Ken K. will find out if Town will allow using magnets with logo on Town vehicles.

### **ROLL Model Program**

- Committee discussed ways to increase distribution of ROLL MODEL Pledge and logo. Ideas suggested were Farmers Market, have pledge inserted in Parks Playbook, including Pledge in Bethlehem Report.
- Committee discussed developing a bicycle toolbox document as a resource for schools/students. The bike/ped safety items highlighted in Pledge could be used as part of toolbox.
- Committee discussed developing a letter to the St Thomas School to highlight the May 10th Bike Rodeo and encourage participation by students. Additionally, the letter will highlight that May 7<sup>th</sup> is Bike to School Day and encourage students to ride bikes on this day.
- Committee suggested including other school districts in the Town to participate in the May Bike Expo and Bike to School Day. Fred P. would be a good resource to use to reach out to school districts.

### **ACTION ITEMS**

- Ken K. will reach out to Jason Gallo to inquire on the following: 1) having ROLL MODEL Pledge included in Playbook; 2) including Bike Rodeo on Parks and Rec calendar; 3) bike training program for adults; and 4) two events at Town Park – table event and bike safety/skills event.
- Ken K. will draft letter to be used to distribute to school districts. Fred P. to distribute letter/Pledge to school districts.
- Ken K. will inquire with Supervisor's office regarding the Pledge in the Bethlehem Report.

### **May Bike Expo**

- Ken K. updated Committee on May 10<sup>th</sup> event. Parks and Rec Dept. are searching for volunteers to assist with event. There were 5 to 6 Committee members that offered to volunteer for event.

### **ACTION ITEMS**

- Ken K. will contact Jason Gallo regarding number of volunteers.

### **Haswell Farms/The Enclave Traffic Calming Initiative**

- Rob L. provided an update on traffic data that was collected by Clough Harbor & Associates (CHA). Speeding was confirmed to be an issue. The Town will be sending out a letter to residents explaining the results of the traffic study and inviting residents to a meeting at Town Hall to discuss ways to increase safety/reduce speed.
- The Committee discussed traffic calming items that should be included in the presentation at public meeting.
- Meeting will be held on February 25 at 7pm in Town Hall Auditorium.

#### **ACTION ITEMS**

- Committee will attend the February 25<sup>th</sup> meeting at Town Hall as part of their regularly scheduled Bike/Ped Committee meeting.

### **Transportation Enhancement Program Award**

- Rob L. updated Committee on \$1.2M grant that was awarded for Delaware Avenue. Project boundary is from Adams Street to Elsmere Avenue. Construction will most likely not commence until 2016.

#### **ACTION ITEMS**

- Ken K./Rob L will keep Committee updated on this project.

### **ADA Accessibility – Sidewalks (Engineering 5 E's)**

- Ken K. updated Committee on project the Town will be undertaking to evaluate and assess current sidewalk and curb ramp conditions for compliance with ADA design guidelines. Town will undertake this project with assistance from Highway Dept. and Engineering Dept. Purpose of project is to assess current conditions of sidewalks/curb ramps and develop a long term Capital Improvement Program to repair/replace sidewalks/curb ramps as needed.
- Committee members agreed that a focus of analysis should be on the Town's Bicycle and Pedestrian Priority Network.

#### **ACTION ITEMS**

- Ken K. to schedule meeting with Highway Superintendent to discuss initiating project, tasks to be completed and work plan. Committee will be kept updated on project.

### **2014 Committee Member Team Expiration**

- Ken K. updated Committee on 4 members whose terms were expiring and have agreed to volunteer for another 2 year term. Committee members are: Scott Lewendon., Maureen Cunningham, Anne Benware and Henry Peyrebrune.

#### **ACTION ITEMS**

- Ken K. will prepare memo to be presented at the February 26, 2014 Town Board meeting for approval/acceptance of Committee members for a 2 year term.

### **Highway Superintendent**

- Committee suggested it would be helpful to obtain the 2014 Highway Repair Schedule. Purpose of this is to determine if any repairs are planned on the Bicycle and Pedestrian Priority Network.

#### **ACTION ITEMS**

- Ken K. will schedule a meeting with Highway Superintendent.

### **New Business**

- Jen S. updated Committee on discussion with BCSD Driver Ed Instructor and what Bike/Ped topics are discussed with students. Instructors teach that bicyclists and pedestrians always have the right of way.
- Jen S. updated Committee on the Elsmere Elementary PTA meeting regarding crosswalk issues on Delaware Avenue. Meeting was to discuss ways at improving safety for students crossing Delaware

Avenue. Topics discussed at meeting included reducing speed limit on Delaware Avenue, road diet for Delaware Avenue and redesign to be more pedestrian friendly, installing sidewalk on Herrick Ave and relocating crosswalks.

- The Town is forming a Delaware Avenue Improvement Group which could address this issue as part of proposed Delaware Avenue improvements from Adams Street to Elsmere Avenue.

**Meeting Adjourned** at 8:30 pm.

**Next Meeting February 25, 2014, at 7:00 pm. In Town Hall Auditorium - The Enclave/Haswell Farms Community Meeting - Traffic Calming Initiative**