



### In Attendance

Committee Members: Kenneth Kovalchik, Erin Svare, Anne Benware, Mark Wahl, Mindy Scott, Erin Rightmyer, Steve LeBoyer, Anne Mullaly, Kristen Ackerman and Laura DiBetta.

The following is a summary from our March 27, 2018 Committee meeting:

### **Introduction of New Members**

- Ken K. updated the Committee that 11 applications were received for the two vacancies on the Committee and the Town Board had appointed Erin Rightmyer and Mindy Scott to the Committee.

### **Reappointment of Existing Members**

- Ken K. updated the Committee that Anne Benware, Laura DiBetta, Paul Winkeller and Henry Peyrebrune were reappointed by the Town Board for two-year terms.

### **2018 Bethlehem Walk and Roll Fest**

- Ken K. updated the Committee on the number of exhibitors that have confirmed participating in the event. As of 4/2 a total of 16 exhibitors have confirmed participating.
- Emack and Bolio's can no longer participate as a food vendor. Mr. Ding-A-Ling will be able to participate as a vendor. The Committee is still seeking one food vendor to participate.
- The Committee agreed to create an event on Facebook.
- The Committee discussed marketing sources to promote the event, such as Our Town, Town Newsletter, Town website.
- The Committee discussed printing new ROLL Model Pledges considering the old pledges are outdated. Ken K. was going to check on Committee funds available. **Update** – The Committee has funds available from the 2016 CDTC Traffic Safety Ambassador Grant (\$1,068). Additionally, Henry has \$397 of Committee funds in his account.
- The Committee discussed what type of system could be used to show that students attended the event. The punch card/raffle ticket system we used at the 2016 event was discussed as a viable option.
- The Parks and Rec Dept. was unable to attend the meeting, but had provided written comments with a summary as follows:
  - a) Walmart confirmed they will donate two bikes.
  - b) Bounce house is confirmed. Mark W. indicated we could set up the bounce house on Legion property so long as liability would be covered through the Town's insurance.
  - c) Hannaford has confirmed they will donate 4 cases of water and a case of bananas.
  - d) Waiting to hear back from Shop Rite for donations.
- Steve L. stated Saville Road will donate a Strider Balance Bike.
- Mark W. stated we can have access to electricity, if needed, from the Legion.
- Ken K. polled the members at the meeting about who will be able to participate at the event. Seven members are confirmed, with one being 50/50. Henry P., Paul W. and Oliver H. were not present at the meeting and will be contacted separately.

### **Complete Streets Fact Sheet**

- Anne B. and Ken K. met on March 26<sup>th</sup> to discuss information and formatting for the fact sheet. Anne will develop content to be used and Ken will format the fact sheet.

**Other Business**

- Ken K. mentioned that a 2018 project he would like the Committee to consider is to reassess the Bethlehem Bicycle and Pedestrian Priority Network. One of the responsibilities of the Committee is to review the network on an annual basis and make recommendations for any changes as it deems necessary.
- After the Committee completes the Complete Streets Fact Sheet it was recommended the Committee should develop a traffic calming toolkit. The toolkit would recommend various traffic calming devices that could be installed on existing Town roadways and/or new subdivision roads as a means to control vehicle speeds and increase pedestrian safety.
- Ken K. mentioned he will not be available for the April 24<sup>th</sup> Committee meeting and suggested an alternative date. The April meeting will take place on Thursday, April, 26<sup>th</sup> in the Town Hall Auditorium.

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

**Next Meeting Thursday, April 26, at 6:30 pm in the Town Hall Auditorium.**