**Bicycle/Pedestrian Advisory Board**

**January 20, 2011 Meeting Minutes**

**Meeting at DOT Offices, Newington, Room 2141**

**Thursday 01/20/2011**

**1:00 – 3:00**

*Attending board members*: Richard Stowe, Ray Rauth (chair), Rod Parlee, Charlie Beristain, Tom Gutman, Tom Harned, Alan Sylvestre, Jason Stockmann (recording), Neil Pade (late), Deb Dauphinais (late)

*DOT officials and guests*: David Head, David Balzer, Colleen Kissane; John Simone, President of Connecticut Main Street Center

**1.0 Preliminaries**

1:00 PM

* 1. Welcome to Neil Pade, Introductions, Chair’s Remarks, and Call to Order
* New board member: Neil Pade, town of Canton Planner, member of CRCOG Bike Ped Committee. Introduction of the rest of the board members.
* Thanks to everyone who contributed to our annual report. Colleen Kissane.

1.2 Approval of Agenda.

* Move to approve. Seconded. **Minutes approved**.
  1. Approval of December Minutes
* Move to approve. Seconded. Make sure to add the names of all attendees. **Minutes approved**.

**2.0 Reports**

## 2.1 John Simone, President and CEO of the Connecticut Main Street Center. *John* *will speak on their programs to comprehensively revitalize “main street” districts.*

* Integrate land-use and transportation planning.
  + Bicycles, bus, rail, pedestrian, all integrated to work together.
* Car and sprawl development largely eroded mix-use, multi-modal downtown transportation systems.
* At the turn of the last century, it was possible to take streetcars from NY City to Portland, Maine, without interruption.
* Auto-oriented development largely resulted from 1970’s urban renewal.
* Four point approach to downtown revitalization
  + **Organization**
  + **Design** – entire physical urban design. Integrate sidewalk, parking, car travel lanes, public spaces, and buildings, to make it easy to walk around. If you drive to downtown, you park once, and then run errands on foot.
  + **Promotion** – Social value of downtown. Promoting it as a place with unique assets.
  + **Economic** **Restructuring** – Downtown retail won’t return to the vitality it enjoyed in the past. People living and working downtown are driving the revitalization. Particularly boomers and their young-adult children. 71% of AARP members said they want to live in a place where they can walk to shops and other amenities.
* Think about a mall – security systems, maintenance, marketing, etc. requires a lot of work. But a mall is easier to manage because you only have one owner. Managing downtown districts is more complex, but it can be done with a Main Street District.
* Members of Main Street can apply for grants of up to $10,000 to develop their districts.
* Main Street is managed by a board and an executive director.
* Community pride, local leadership, create jobs, collaboration, increased property values.
* Since 1996, 405 new businesses have been formed in CT downtown Main Street districts.
* Main Street Coalition was founded by Connecticut Light & Power.
* Trying to develop a checklist about how to integrate mixed-use development and transportation to promote downtown revitalization.
* What sort of preparation do local representatives need to have in order to work effectively with the DOT?
  + Many local main streets are State Routes.
* Commissioner Parker: Bridgeport and New Haven TIGER grant programs, especially the Route 34 boulevardization project. Big reclamation of urban land. Recent discussion hasn’t been about how to do this project, but how to pay for it. In general, how do we pay for this sort of project? As a state agency, do you want to build people’s vision for what is possible, even if no funding has been made available? Make sure that the DOT doesn’t mislead the public into thinking that every planning study implies that the project will get built. Highway tolling is one possible funding mechanism. $5 million was set aside by the State Legislature for Transit Oriented Development.
* Recommendations for the City of Hartford: Stop creating monolithic mega-projects that disrupt the human scale of neighborhoods (Constitution Plaza, Civic Center, Convention Center). Also, all the new downtown housing is high-end.
  + Need more non-profits to sponsor local development. Big developers aren’t attracted to small-scale developments. Downtown mixed-use development is complex and costly. Try to expedite the review process for building projects (Arlington, VA has done this). Local commissions have a lot of control. Must streamline this process. Figure out up front what the communities want to support, and codify this so that developers can get quick approvals.
* CT has a Historic Building rehabilitation tax credit, which works in synchrony with the federal tax credits.

2.2 David Balzer, David Head, DOT Projects of interest for BP facilities.

* Rod requests that the Board be given access to a sample DOT project. Tom Harley offered to walk the Board through the approval process for a project, with particular attention to how bike and pedestrian features are considered in the design.
* David Balzer commented on the Annual Report, which he found informative and inclusive of everything we discussed in 2010.
* Were there any objections to the Board’s recommendations? Not that David has heard about.
* Is there some mechanism for confirming that input has been received from cyclists who submit through the DOT Bicycle website?

2.3 Report on legislative matters, if available **(Pam S.)**

* No report.

2.4 Report from Commissioner Jeff Parker on bike hook testing on the M-8 Metro North railcars.

* DOT signed a capital action form to pay for the prototype bike hook on the M-8 cars. Plan to get it installed over the summer in 2011.
* Install hooks on every other car, namely, the cars without bathrooms.
* Commissioner Parker has been pushing Metro North President Howard Permut to permit bike hook prototype testing.
  + Richard: There are still 38 optional M-8 cars that could be bonded. Commissioner: I don’t know the status of whether the additional cars will be procured. But there should be at least 12 months more to make the decision. Option can be executed up until the delivery of the 100th M-8 railcar.

**3.0 Goals & Mission (Deb)**

* It might be best to cede this time in favor of more pressing agenda items, particularly the legislative agenda.
* Brief discussion:
  + Goals statement should combine our legislated purpose with our own ideas.

**4.0 Old Business**

4.1 Meeting Times & Dates. *Do we wish to hold our meetings at a different time? Date? Frequency?*

* Present time is inconvenient for some Board members.
  + 8 AM is hard for folks who come from Fairfield County and New Haven.
    - Tom Harned could give Richard Stowe a ride in his car if he can’t make it on his bike.
    - Colleen says that 8 AM should work for the DOT
    - Ray can’t do Wed and Fri mornings. Those are the mornings when Deb is available.
  + 10 AM works for most board members, but that’s when Deb’s shop opens. 10 AM is better for Rod than 8 AM. 10 AM is better for Deb than 1 PM.
  + Moving the meeting time is non-trivial, because it needs to be listed on the website of the Secretary of State.
  + Should we create a Doodle Poll to see when each board member is available?
  + **ACTION ITEM**: Secretary shall create a Doodle Poll to figure out a better time in between 8 AM and 2:30 PM for start times, to inform our discussion of meeting times next month. Seconded. **MOTION PASSED**.

4.2 Debriefing on 2nd Annual Report, *discussion*

4.3 Glastonbury Ferry

4.4 CTB&PAB internal policies: *What is our acronym? Need for additional information on Board Members. Use of Google Docs. Social Media for outreach? (Tom H. & Jason)*

**5.0 New Business**

5.1 A Review of the Complete Streets Law. *Do we want to revise the law to require the Department to continue to issue reports? Are there other issues that we would like to address? (Board Discussion)*

5.2 Legislation proposals: *Vulnerable Users & Municipal Liability Laws. (Charlie)*

* Bills:
  + Municipal Liability for public lands. David Barron from Bloomfield is sponsoring. Marty Mador is pushing the bill.
    - Presently, if a trail runs through private property and a municipality, and someone is injured anywhere on the trail, only the municipality is liable.
    - Add the bill to Google Docs. Go to <http://www.savethemdctrails.org> and download the text.
    - Who from our Board will write the letter of endorsement? **ACTION ITEM**: Charlie will draft a letter. Seconded. **MOTION APPROVED**.
  + Vulnerable Users Bill. Beth Bye is sponsoring.
    - Last year’s bill got watered down.
    - This year a paragraph will be added concerning a motorist who collides with a pedestrian, where the motorist was not totally negligent. The motorist will have to go for training or community service to promote safe driving.
    - If a cyclist runs a red light, or otherwise violates the law, they won’t be a vulnerable user if anything happens.
    - State Law: Every bicycle sold in the state has to have side reflectors, front and rear reflectors.
      * Could we get the state to mandate bicycle lights on all lights sold in the State of Connecticut?

5.3 Bike Map/Trouble Reporting System: *See annual report. (Charlie, Jason, Tom*

*H.)*

* How do we follow up on input that has been submitted through the DOT Bike Map/Trouble Reporting website. There is presently no way for the public to know if reports have been addressed, if the problems have been fixed, or if there are reasons why the problem can not be addressed.
* Would the DOT consider using SeeClickFix?
* **MOTION**: That the DOT create a mechanism for feedback on each report that has been submitted to the Reporting Website, and provide feedback to the Board about issue resolution. Seconded. **MOTION PASSES**.

5.4 Follow up on Bikes-on-Trains letter. *(Jason)*

5.5 Letter to Governor Dannel Malloy wrt Commissioner Appointment. *(Tom Harned)*

* Is this outside the purview of our Advisory Board? Colleen says no, it is entirely within our purview.
* Add language “In response to your announcement…” to clarify why the Board is providing input on the Commissioner search.
* Also, truncate the letter to 3 paragraphs.
* We need to mention the budget deficit, and rail, since the Gov. has been very vocal about rail.
* **ACTION ITEM**: Send letter to Colleen tomorrow and get it in the mail by Monday.
* Get CT bike clubs to sign on to the letter?

**6.0 Next Agenda, Meeting Time/Date, Adjournment**

***Meeting 1:00 to 3:00, DOT HQ, February 17, Room 2141***

7.0 Motion for adjournment. Seconded. Meeting adjourned at 3:13 pm.