**Minutes of the Connecticut Bicycle and Pedestrian Advisory Board**

**Thursday, May 20th, 2010**

Members present: Deb Dauphinais, Alan Sylvestre, Ray Rauth (Chair), Tom Gutman, Charlie Beristain, Jason Stockmann (Secretary), Rod Parlee

Guests: Aaron Goode

Chair's Opening Remarks

* revisiting the goals of the board
* report to the Governor --> recommendations for improvements, reports on specific actions taken by the DOT
* Keep our eyes on the prize!

Motion to approve agenda --> Second --> No Objections --> **Agenda approved**

Motion to approve minutes --> Second --> No Objections --> **Minutes approved**

David Head said no one from DOT could come to our meeting in Hartford.

Outreach report --> Ray made an effort to contact Eric Hammerling and Kurt Johnson, but has not heard back. So there is no outreach report yet.

Mission statement dafted by Alan.

* Rod: Add a reference to a sustainable environment. Does sustainability connote a sustainable environment?
* Shouldn't our mission statement directly reflect our charter in the Complete Streets bill? This lends credibility and clarity to our purpose.
* Ray just read our purpose from the charter in the legislation --> isn't this good enough?
* It's nice to have a mission statement to help sell our efforts.
* Why not use Alan's paragraph for the website, but use our charter as our true mission statement. "About us" on the website vs. a link to our charter on the website.
* Charlie will put Alan's blurb up on the website.
* MOTION TO ACCEPT THE "ABOUT US" STATEMENT: Motion seconded.
	+ Ray proposes to go once around the room for brief statements on the statement. Then proceed to a vote.
	+ Proposed language:

**"What we're about**

The CT Bicycle and Pedestrian Advisory Board seeks to achieve full integration of walking, bicycling, and transit use into Connecticut's transportation system consistent with principles of public safety, convenience, connectivity, human health, context-sensitivity, equity, aesthetics, and a sustainable environment that make our communities vibrant places to live and enjoy."

* Vote: 5-1-1. **MOTION PASSES.** Provide language to Charlie for publication on the (temporary) website.
* Statement will be next to a hyperlink to our charter in the legislation.

**Goals statement**

* Alan, Erin, and Jason could not meet to expand upon or distill the mission statement.
* They will meet before the next CBPAB meeting to generate new language.

**Complete Streets Design Manual**

* Erin is absent, so the discussion should be tabled until next month.
* **MOTION TO TABLE DISCUSSION --> Motion seconded. No objections.**

**Alan's protocol for communicating with ConnDOT**

* It's unfortunate that a ConnDOT representative isn't here to be part of this conversation
* If you want to change ConnDOT regulation, a representative liaison from ConnDOT drafts the wording, then the wording is adapted to fit with other regulations.
* We should invite ConnDOT to give us a presentation on how to draft regulations or procedures within ConnDOT.
	+ For instance, what is the protocol for changing lane striping width from 12' to 11'.
* State Board for Services for the Blind --> has a representative liaison that drafted the language. Contacted the lawyers for the Regulations Review Committee (comprised of bipartisan members of the General Assembly). Make sure Assembly would be comfortable with it. Get the Regulation Review Committee to approve the language.
* Pam Sucato is the Legislative Liaison from the DOT. We should talk to her about the process.
* Charlie: can we ask DOT to use our 12'-to-11' lane width policy change as an EXAMPLE of how the policy change propagates through the system. What are the formal steps in the process?
* MOTION: The Board will ask ConnDOT how it mediates between the board's desire, for instance, to reduce lane widths to 11', all the way down in the process flow to the guy in the street who is striping the lane. MOTION seconded. No objections.  **MOTION PASSES**.
	+ Alan: ConnDOT should use the new standard in its request for proposals that go out to contractors. This is where the specifics end up.
	+ Charlie: The contractor often has the autonomy to determine for themselves where exactly to put the lines.
* **ACTION ITEM**: Have Ray call up ConnDOT and ask Pam and David Head to talk to us about the DOT's policy flowdown at the next CBPAB meeting.
* **MOTION**: Request that the DOT's legislative liaison (Pam Sucato) give us a report beginning in June and at intervals to be determined thereafter during the legislative session on legislative matters. MOTION seconded. No objections.  **MOTION PASSES**

**Greenway Communications (Rod)**

* First letter to the Governor asked her to release funding to close the Greenway Gap.
* Budget was trimmed from ~$750K to ~$500K.
* Bill O'Neill is very emphatic about monitoring the return-on-investment, i.e., property value appreciation and business activity engendered by the bike path.
* Rod has met with the Economic Development Commission in Bolton, who wrote a letter. Board of Selectmen wrote a letter. Also trying to get the town of Manchester boards involved.

**Cross-state Routes (Ray)**

* Nothing new to discuss.

**Accident Data (Charlie)**

* There is a database in binary format. Must convert to Access format. Significant amount of work.
* A fellow from Sound Cyclists is playing with the data.
* What about recruiting some undergraduate students to analyze our data? Is it too late to get a student for this summer? Probably, but we could start planning for next summer.
* Add an agenda item on Student Help for the June meeting.

**Tomlinson Bridge (Jason)**

* Defer until after the ConnDOT presentation on the topic.
* Circulate the Powerpoint slides by email.
* Low hanging fruit.
* Is this a problem along the Amtrak corridor into Hartford.
* Doesn't the 3-foot law apply to this bridge? Yes.
* Defer further discussion until after the DOT presentation

**Discussion with the DOT (Tom)**

* What dictates how often DOT has to restripe the roads? The MUTCD has been updated to include retroreflectivity specifications. What will be the DOT protocol for compliance with these new specifications? How often will it happen?
* How do the towns pick up the same policy?
* Tom has written up this question and passed it on to Ray. Ray will send it to David Head and Colleen. Let's see if it occasions a reply.

**Open Discussion**

* Are we reimbursed for our travel expenses?
	+ Alan says we are entitled to reimbursement. Ask Pam or David Head.
* Rod: Every item in our discussion is dependent on DOT. We need to work on building our communication with DOT. Have they responded to all the requests that we've made of them?
	+ If so, we need to present them with a list of the Action Items to which they have not responded.
* Action Item list should be revisited every month.
* Why don't we make an action item google document
	+ **ACTION ITEM**: Create an ACTION ITEM google document open to CBPAB board members and DOT representatives.
* Should we represent ourselves as a unity, as a board, in making requests rather than as individuals? This seems consistent with our charter.
* It will be good to have some concrete achievements, like fixing the Tomlinson Bridge, as feathers in our cap for our annual report. Shows advocates across the state that we're willing to wield heft on their behalf. ***BUT*** **our primary goal should be changing policy, i.e., the Highway Design Manual.**
	+ Part of the means to this end is developing our relationship with ConnDOT.
* Deb: We have this great legislation, and our LAB ranking for legislation is pretty good. What about campaigns and outreach? Share the Road Education Campaign. What was wrong with the Share the Road Campaign was that it was geared toward educating cyclists. But the website is a great resource for people who are looking for resources with which to educate the public. DOT called bike stores asking if they could tell all their customers about the website. But how do you tell the motorists (signs on the buses)? Site hits determines whether they will continue the program. Seems like an invalid measurement.
	+ **ACTION ITEM**: Ask ConnDOT where they stand on the Share the Road campaign. At some point in the near future, can we ask David Balzer and David Head to present to us on this? Was it considered ineffective because not enough people clicked on the website?

MOTION TO ADJOURN.