

**FINAL MINUTES OF THE FAIRFIELD
BICYCLE & PEDESTRIAN PLAN ADVISORY COMMITTEE
OCTOBER 10TH, 2012**

MEMBERS PRESENT: Andrew Graceffa, Alyssa Israel, Katina Wolfe, Jack Franzen, Clif Meyers, Betsy Gardner, Meg Capodanno, Cristin McCarthy Vahey, Selectman. **ABSENT:** Larry Ogren, Kirstin Etela. **ADVISORS PRESENT:** Bill Hurley, Town Engineer, Sarah Levy, Fairfield Public Health Educator, Bob Stone, Board of Finance, Officer Gary Wikman and Officer Paul McVahey, Fairfield Police Department Traffic Division.

I. CALL TO ORDER: The meeting was called to order at 5:07 p.m. by Andrew Graceffa, Chair.

II. APPROVAL OF THE MINUTES: Katina Wolfe *moved* to accept and Betsy Gardner *seconded* the approval of the September 12th minutes. *Motion to approve the minutes was passed unanimously.*

III. PLAN COMMENT MARK-UP PROCEDURE DISCUSSION: Andy passed out a “Bike Ped Plan Comment Evaluation Tracking” document that included each Committee member’s commentary. Andy suggested that the Committee discuss each comment individually and decide if and where it should be included in the Fairfield Bicycle & Pedestrian Master Plan. Final comments would be given to Mark Nielsen. The Committee agreed with this procedure.

IV. PLAN COMMENT DISCUSSION/REVIEW: In general, the Committee decided to put very specific action items such as the “Rules of the Road” in the Appendix. Procedural/institutional items would be top priority and appear in the main document. Example: “Educate the decision makers such as Town Department Heads and Staff; RTM members, Zoning Department about bike/walk issues. Increase communication between departments about projects that provide a natural opening for education such as road repaving or new developments.”

The Committee completed discussion on all the Education and Enforcement commentary. The Committee will tackle Planning and Infrastructure commentary at the October 24th meeting.

V. OTHER BUSINESS:

- The Committee discussed the Safe Routes to School (SRTS) grant that was initiated by Bill Hurley and awarded to the Town in 2006. The \$228,000 matching grant, paid for crosswalks, sidewalks, warning lights, and pavement markings on Mill Plain Road, Unquowa Road, Melville Avenue and Fairfield Woods Road.
- In 2010, Meg Capodanno applied for the ConnDOT’s SRTS “non-infrastructure site audit” grant on behalf of Osborn Hill School. The following questions were asked by Committee members: How do we encourage other schools to apply for the SRTS Site Audit grant? Who will implement the recommendations outlined in the site audit? The Board of Education?
- Fairfield is eligible to apply for the Safe Routes to School grant again in 2013.

- The continuation of the Bicycle & Pedestrian Advisory Committee (following the completion of the Plan) and the possibility of hiring a Bicycle & Pedestrian Coordinator were also suggested.
- New sidewalks are planned for Fairfield Beach Road from the Penfield Pavilion to the Fairfield Beach Club.

VI. ADJOURNMENT:

There being no further business to come before the Committee, Andrew Graceffa adjourned the meeting at 6:40 p.m.

Respectfully submitted,
Alyssa Israel, Secretary