

**FINAL MINUTES OF THE FAIRFIELD
BICYCLE & PEDESTRIAN PLAN ADVISORY COMMITTEE
JUNE 12th, 2013
2nd FLOOR CONFERENCE ROOM
SULLIVAN INDEPENDENCE HALL**

MEMBERS PRESENT: Andrew Graceffa, Jack Franzen, Alyssa Israel, Meg Capodanno, Katina Wolfe, Cristin McCarthy Vahey, Selectman. **ABSENT:** Clif Meyers, Larry Ogren, Betsy Gardner, Kirstin Etela. **ADVISORS PRESENT:** Sarah Levy, Fairfield Health Department, Mark Barnhart, Community & Economic Development, Karen Secrist, Resident.

I. CALL TO ORDER: The meeting was called to order at 5:10 p.m. by Andrew Graceffa, Chair.

II. APPROVAL OF THE MINUTES: The May 22nd, 2013 minutes were passed unanimously by the Committee.

III. JUNE 5TH BOARD OF SELECTMEN PRESENTATION DISCUSSION: Andrew Graceffa, Jack Franzen and other board members presented the Plan to 2/3 of the Selectmen. Mr. Graceffa said that after the Advisory Committee has addressed staff comments at today's meeting, the revised Plan will be reviewed by the BOS on June 19th. Selectman McCarthy Vahey said that the language of the BOS resolution will be amended at the June 19th meeting to "endorse" the Plan, rather than "approve" it. It is the role of the Town Plan & Zoning Commission to approve the Plan, she said.

IV. DRAFT PLAN 8 DISCUSSION – STAFF COMMENTS:

The Committee reviewed the following commentary from Tom Steinke, Mark Barnhart and Bill Hurley.

5/22/2013 – Tom Steinke - Conservation

The Fairfield Bicycle & Pedestrian Master Plan Draft # 8 looks good. There are additional opportunities for connecting park and open space areas; adding side visits to satellite areas along the Merritt Parkway Trail corridor; and instead of just biking to a rack and then walking through an open space area, I think that we can accommodate visitors by biking through several open space areas where soils, slopes, and seasons allow. It would require amendments to the Open Space Regulations, but with proper design and maintenance, and sharing by all users/visitors it could be a real benefit to the town.

5/21/2013 – Mark Barnhart – Community and Economic Development

I read it and it looked OK. I support the overall intent and goals of the plan. I was a little unclear on the Complete Streets section (p. 7). Maybe it's just stylistic, but it would seem clearer if it stated that the Committee recommends that the Town adopt a Complete Streets Policy that has the following components, which are then enumerated in bullet point fashion. I assumed

the bullet points refer to what should be in a complete streets policy. I am not altogether clear as to who has the responsibility of adopting, implementing or enforcing a complete streets policy. I am also not clear as to how the standing committee will operate in practice, e.g. are we anticipating that any time a road is proposed for reconstruction, it will require a mandatory referral to this body? How will the Committee conduct its work? Will it rely upon volunteers to conduct its business or professional staff? It seems good in concept, I'm just wondering how it will work in practice.

6/11/2013 –Bill Hurley—Town Engineer

Enforcement page 11, # 8- should we limit prohibition to bicyclists over 12?

Page 13 item # 3 replace Prohibit with discourage or strongly discourage -this was one of my previous comments.

Do we want to consider extending Bike route along Mill Plain Road to Fairprene/Rec Center and RR station- just a thought to list it or wait for public to comment and incorporate it then?

Having seen Mr. Steinke's and Mr. Barnhart's comments earlier, Alyssa Israel provided suggestions on how to address their commentary. The Committee agreed with the revisions to the Complete Streets policy on page 7 and made some minor changes to the role of the standing Bicycle & Pedestrian Committee on page 9. Based on Mr. Steinke's comments, a new recommendation was added to the Plan on page 13.

Bill Hurley's suggestions arrived via email to Mr. Graceffa and he read off each suggestion to the Committee. The Committee decided that the RTM would develop the language of the "prohibition of bicycling on sidewalks" ordinance, so no further changes were made. The Committee had debated "prohibit" versus "discourage" chip sealing at a previous meeting and decided to use the word "prohibit." With regard to extending the bike route along Mill Plain Road to Fairprene/Recreation Center, the Committee decided not to change the bike route map at this point, but to certainly consider this extension as funding becomes available.

A motion was made by Jack Franzen and seconded by Katina Wolfe, and all members present were in favor of accepting the below revisions to be incorporated into Draft 9 for review by BOS at their June 19th meeting:

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The Committee recommends that a Complete Streets Policy be adopted by the Board of Selectmen and carried out by all Town Departments as appropriate. The Committee also recommends that the Complete Streets Policy contain the following components and language:

"The Town of Fairfield seeks to provide—in all types of transportation and development projects—for the needs of all users including bicyclists, pedestrians, transit users, and drivers, and with special attention given to vulnerable populations such as children, the elderly and persons with disabilities.

Town Departments shall make every possible effort to apply the Complete Streets Policy to any new construction, reconstruction, rehabilitation, retrofit, maintenance or other alteration and repair of any street, road, bridge, parking lot or other portion of the transportation system under the jurisdiction of the Town of Fairfield, as well as to highways and roads under the control, ownership and jurisdiction of the State of Connecticut.

In applying the Complete Streets Policy, Town Departments shall refer to the most current American Association of State Highway Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities, the AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities, and the Americans With Disabilities Act (ADA) Standards for Accessible Design, which provide specific design guidelines for the following elements of a Complete Street:

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1. Create a standing Bicycle & Pedestrian Committee appointed by the Board of Selectman, comprised of citizen representatives and supported by appropriate Town staff. The proposed role of the Committee is to collaborate with all Town Departments to:
 - a. Advocate for the recommendations in the Fairfield Bicycle & Pedestrian Master Plan.
 - b. Monitor transportation and other projects to ensure that they are consistent with the Complete Streets Policy.
 - c. Monitor and evaluate the Town's progress in the implementation of this Plan.
 - d. Convene regular meetings dedicated to the review of goals, implementation, outcomes and budgets.
 - e. Provide an annual status report to the Board of Selectmen.

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1. Work with the Conservation Commission to identify open space trails and utility roads (with minimal potential for erosion) that can accommodate cyclists.

V. MILL PLAIN ROAD BIKE ROUTE RIBBON CUTTING: The Mill Plain Bike Route ribbon cutting will be held on Saturday, June 15th at 9:30 a.m. at the intersection of Mill Plain Road and Brookside Drive. Sarah Levy stated that a press release went out and that several newspapers and magazines have indicated that they will cover the event (Westport Living, Fairfield Sun and the Connecticut Post).

VI. BICYCLE SAFETY EDUCATION PLANNING: Sarah Levy, David Abraham, and Alyssa Israel met with Recreation Department's Gerry Lombardo, Ginna Paules and Anthony Calabrese with regard to offering bicycle safety education to the 2,400 children (K-6 grades) who attend their summer camps. Gerry Lombardo expressed an interest in working with the Police Department to offer a bicycle safety program to the children. Ginna Paules offered to include some of ConnDOT's Share the Road tips in the July 2013 Parks and Recreation Catalog. She also expressed an interest in any bicycle safety education materials that are easily reproducible. Sarah followed up by sending National Highway Safety bike education materials available online. Ginna said she could use the coloring books for her K-1 programs.

VII. OTHER BUSINESS: Mark Barnhart stated that the Town of Fairfield will host a public information meeting on Thursday, June 27th, 2013 at 7:00 p.m. in the Board of Education Conference Room at 501 Kings Highway East regarding a proposed project to provide pedestrian, bicycle and streetscape enhancements in the Kings Highway and Commerce Drive neighborhoods and in the vicinity of the new commuter rail station. Funding for this project is expected to come from the federal Transportation Alternatives Program (TAP) which requires a 20% local match for both design and construction phase. The project cost is estimated at \$1.2 million.

Ms. Israel said that Bruce Becker, a local architect/developer, is interested in promoting the concept of a shared-use path along the Metro North Railroad (between Darien and Fairfield) where there appears to be a strip of space that could accommodate such a path. The Committee is intrigued by the idea and would like to hear more from Mr. Becker about the feasibility of such a project.

Mr. Graceffa said he would speak with members of the Town Plan & Zoning Commission with regard to the process for accepting the Fairfield Bicycle & Pedestrian Master Plan into the Town Plan of Conservation and Development.

Ms. Israel said that Tom Steinke wrote an encouraging email which stated: “When the FB&PMP is accepted, it would be a good time to familiarize the Conservation Commission with the Plan and request consideration for opportunities to coordinate mutual interests in bicycling to and through those open space and related town properties areas that can accommodate these activities.”

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,
Alyssa Israel, Secretary