

**City of Norwalk**  
**Bike/Walk Commission**  
**Meeting Agenda**  
**July 2<sup>nd</sup>, 6:00 pm**  
**Health Department, 1<sup>st</sup> Floor Waiting Room**  
**137 East Avenue, Norwalk CT 06851**

1. 6:00 Public Input
2. 6:10 Approval of June 4<sup>th</sup> minutes (See attached)
3. 6:15 Chair's Report
4. 0:00 Committee Reports
  - a. Bike Plan – Colin Grotheer
  - b. Bike Share – Nancy Rosett
  - c. DPW Open House – Mike Heslin
  - d. Norwalk River Valley Trail (NRVT) – Jim Carter
  - e. Pedestrian Plan (See attached) – Deborah Lewis
  - f. Pump Track – Gunnar Waldman, Monika Stokes
  - g. Safety/Outreach – Jud Aley
  - h. Strategic Plan – Nancy Rosett
  - i. Website – Peter Franz
5. 0:00 Old Business
  - a. Walking Update – Kaitlin Latham
  - b. DPW Update – Bruce Chimento
  - c. Crosswalk on Wall St. at Knight – Bruce Chimento
  - d. Bike Trough Repair – Bruce Chimento
  - e. Bike Lanes on Wall Street – Peter Libre
6. 0:00 New Business
  - a. Appointment of Liaisons – Nancy Rosett
7. 7:30 Adjournment

Next meeting: August 6<sup>th</sup>, 2018  
6:00 – 7:30 pm  
Health Department Waiting Room (1<sup>st</sup> Fl.)

**Attachment 2:**

**CITY OF NORWALK  
BIKE/WALK COMMISSION  
REGULAR MEETING  
JUNE 4, 2018**

**ATTENDANCE:** Nancy Rosett, Chair; Mike Heslin; Peter Libre; Barbara McCabe; Jud Aley

**OTHERS:** Laoise King, Assistant to the Mayor; Bruce Chimento, DPW Director; Paul Sotnik, Civil Engineer DPW; Kaitlin Latham, Health Dept.; Dorothy Wilson, Senior Planner; Jim Carter, NRVT, Deanna D'Amore, Health Department Director

**CALL TO ORDER**

Ms. Rosett called the meeting to order at 6:04PM.

Ms. Rosett welcomed Ms. Mc Cabe and said that she is new member on the pedestrian plan committee.

**1. PUBLIC COMMENT**

There was no public comment.

**2. APPROVAL OF MAY 7<sup>TH</sup> MINUTES**

**\*\* MR. LIBRE MOVED TO APPROVE THE MINUTES.**

**\*\* MR. HESLIN SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY**

**3. CHAIR'S REPORT**

Ms. Rosett reported and said there was a discussion last month regarding installing bicycle parking signs where there is bicycle parking in the city. She presented the picture of a sign that is in the Manual of Uniform Traffic Control Devices (MUTCD) which tries to make traffic control devices across the county uniform. She said that she has a complete list of where in the city bike parking racks are and within the next month she will meet with Mr. Chimento to discuss where she thinks the signs should be posted and will report back at the July meeting. Mr. Heslin asked if there are any funds to replace the bike rack at City Hall and if so suggested included a design on the bike rack. Mr. Chimento said that he will look into it.

Ms. Rosett said that on Saturday, June 16<sup>th</sup> at 8:30AM the Mayor's walk will be in conjunction with the Arts Commission and the Bike/Walk Commission and it will begin at the Merritt 7 Railroad Station on Glover Avenue and will look at four sculptures in the Merritt 7 Office Park. She said they will also be field testing the audit tool for citizens to be able to audit pedestrian conditions where they walk and give feedback to the commission so that we can prioritize where we would like to make some improvements. She presented the route and welcomed anyone who is available to attend. Mr. Chimento pointed out that there is not an all way stop when crossing Grist Mill and there are also no sidewalks.

Ms. Rosett said that Kevin Kane has resigned from the Bike/Walk Commission and she had suggested that Ms. Lewis be appointed to fill out his term but there is a State Statute that states in the case of a resignation a person from the same political party has to be appointed, and Mr. Kane is a registered Republican and she has reached out to Mr. Hempstead and Mr. Suda for recommendations. Mr. Aley said that he will also contact Mr. Harden for recommendations.

Ms. Rosett said that in the last two weeks there were four POCD topic meetings held for input to into the Plan of Conservation and Development for the next ten years, and the last one that was held was regarding transportation and was not well attended which was disappointing. She said that the consultants will now come up with a draft plan based on the input they have received and that it is very important that in the fall when public input will be heard on the proposed plan that we attend and voice our opinions.

#### **4. COMMITTEE REPORTS**

##### **a. Bike Plan**

Mr. Libre said that any plan should be made that coordinates how to get bikes into Wall Street and asked if there is a way for the commission to get back involved with Wall Street plan. Ms. Rosett said that at the November meeting Mr. Sheehan had presented that plan along with the plan for West Avenue and asked for input and to her knowledge nobody did and suggested that he contact Mr. Sheehan and add it to next month's agenda for further discussion.

##### **b. Bike Share**

Ms. Rosett said there is a meeting scheduled for tomorrow night with the Public Works Committee and with the help of Mr. Chimento and his staff have put together a one-page summary that should answer all of their questions.

##### **c. DPW Open House**

Mr. Heslin said that the Kiwanis Club has donated 100 bike helmets to give away and will try to get more funds to purchase additional helmets. He said he is also trying to get donation kids bikes to raffle them off at the event and that he would like to have at least five. Ms. Latham said that she will also share Mr. Heslin's contact information with The Connecticut Children's Medical Center and they have a lot of bike safety things for kids. Ms. Rosett asked if there is a date scheduled for the open

house. Mr. Sotnik said that he has spoken with Mr. Torre and that a date has not yet been scheduled but that it will either be the last Saturday in September or the first Saturday in October.

**d. Norwalk River Valley Trail (NRVT)**

Mr. Carter said the target date remains for July 4<sup>th</sup> for temporary plan for the 2018 season with the trail head which is optimistic but are hoping to have it completed sometime in July. Mr. Sotnik said that the gas company still has not yet paved Cove Avenue but should be done this summer and once that is complete and they paint the double yellow lines the sharrows will done. Mr. Libre suggested that the bike lanes also be set up within Calf Pasture. Mr. Carter said that is addressed in the revised master plan.

**e. Pedestrian Plan**

Ms. Rosett they are beginning to meet on a monthly basis beginning in June. Ms. Latham said that they will each try to adopt one of the goals if the plan.

**f. Pump Track**

There was no discussion.

**g. Safety/Outreach**

There was no discussion.

**h. Strategic Plan**

There was no report.

**i. Website**

Ms. Rosett said that following the walk on June 16<sup>th</sup> they will post the audit tool to the website.

## **5. OLD BUSINESS**

**a. Walking Update**

Ms. Latham said there was a walk led by Ms. Lewis this past Saturday in Silvermine and that the next walk is scheduled for July 7th at 8:00AM at Silvermine School.

**b. DPW Update**

Mr. Sotnik said that the gas company is preparing to pave Cove Avenue. Ms. Rosett said that once the street is paved that the sharrows will be installed and the NRVT will also install their signs.

Mr. Sotnik provided an update on where sharrows/bike lanes will be installed in East Norwalk on East Avenue to Seaview Avenue. Mr. Libre suggested installing the bike lanes on the left-hand side on the road on the one-way portion of East Avenue which would provide a safe place for pedestrians to walk when they can't safely use the sidewalks due to utility poles and would keep it totally away from the poles. There was further discussion ensued and Mr. Sotnik said that he would re-evaluate that.

Mr. Sotnik said that sharrows will also be installed from Calf Pasture Beach to Canfield Street, Marvin Street and Pine Hill Street. He said the next roads they will begin working on are Old Saugatuck and Triangle Street and that will complete the lower end of East Norwalk.

**c. Crosswalk on Wall Street @ Knight Street**

Mr. Chimento said the Traffic Authority has approved the plan to install the crosswalks and traffic demarcations will also be installed.

**6. NEW BUSINESS**

**a. Overview of Proposed Reorganization of Norwalk Government**

Ms. King presented an overview of proposed reorganization and said it is to increase the functionality of the city, and bring it into a more modern age and things will be more efficient and improved coordination between the departments that are providing similar and like services, improved span of control for the Mayor and his senior teams, and will identify gaps and disconnects in needed services to fill, and that they think this will increase accountability and improve operational performance. She said in the current organizational structure and the Mayor has over 20 direct reports and all the departments operate independently of each other and the proposal is to take those 20 departments and group them into groups with other like services. She said that four options were presented and that when all is said and done the bottom line of the reorganization is one additional body and the cost associated with the reorganization is \$36,000- \$260,000 depending on which option is chosen, but in either of the cases the efficiencies and better services that we think we will achieve is well worth it. Mr. Heslin asked if the reorganization is still in the talking process or has it been approved. Ms. King said they are still in the talking process and Mayor Rilling has presented it to the Common Council and they have put together an adhoc committee that is reviewing it and she thinks they will be making a proposal to the full Common Council within the next two weeks on whether to move forward.

**7. ADJOURNMENT**

**\*\* MR. HESLIN MOVED TO ADJOURN.  
\*\* MR. ALEY SECONDED THE MOTION.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:25PM.

Respectfully submitted,

Dilene Byrd  
Telesco Secretarial Services

**Attachment 3a:**

Bike/Walk Commission Subcommittees

Bike Plan – **Colin Grotheer**, Mike Heslin, Steve Kleppin, Peter Libre, Mike Mushak, Tim Sheehan, Gunnar Waldman

DPW Open House – Chris Bisceglie, **Mike Heslin**

Pedestrian Plan – Sabrina Church, Kaitlin Latham, Jim Macdonald, Barbara McCabe, **Deborah Lewis**

Pump Track –Monika Stokes, Gunnar Waldman

Safety/Outreach Committee – **Jud Aley**, Christine Bisceglie, Mike Heslin

Strategic Plan – Jud Aley, **Deanna D’Amore**, Colin Grotheer, Kaitlin Latham, Nancy Rosett

Website – Peter Franz, Kaitlin Latham

Names of chairs are in **bold**

Updated 6/22/2018

**Attachment 3b:**

Bicycle rack pictures: [https://drive.google.com/drive/folders/11KO2TYR28o\\_ZRX92bq97zFGnsy-1NjDm?usp=sharing](https://drive.google.com/drive/folders/11KO2TYR28o_ZRX92bq97zFGnsy-1NjDm?usp=sharing)

### Attachment 3c:

Email sent to all who registered for the June 16<sup>th</sup> walk:

**Bike Walk** <norwalkbikewalk@gmail.com>

To: Bike Walk

Bcc: n\_rosett@yahoo.com

Jun 20 at 9:47 PM

Thanks for registering for our walk on Saturday, June 16th. Unless you respond to this email with the subject line "Unsubscribe", I will add you to the mailing list for the Bike/Walk Commission so you will continue to receive notifications about similar events as well as updates about biking and walking in Norwalk.

Also, if you were able to join us on the walk, could you take a minute or two to complete this brief survey: <https://www.surveymonkey.com/r/7GXRR8X?>  
Please respond by Thursday, June 28th.

I've attached a copy of the Pedestrian Infrastructure Audit Form for your reference.

Thanks,

Nancy Rosett, Chair  
Norwalk Bike/Walk Commission

Survey:

1. What did you like best about the walk?
2. If we were to do a similar walk in the future, what changes would you like to see?
3. Do you have any suggestions for improving the Pedestrian Infrastructure Audit form we introduced during the walk?
4. Any other comments?

### Attachment 3d:

#### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

Learning the history. Hearing about the sculptures was really interesting. I also just moved back to norwalk after 30 years so it was

interesting seeing the changes - I worked on Glover years ago

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

Better organization of small groups. Also see a route map beforehand

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

Nope

**Q4** Any other comments?

Nope

1 / 7

#### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

Everything

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

It was perfect

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

Yes

**Q4** Any other comments?

Nancy is very Friendly and very good!

2 / 7

#### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

Beautiful area, nice and flat, love the river

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

Longer walk

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

The form asked good questions

**Q4** Any other comments?

Beautiful area, but desperately needs better sidewalks and pedestrian friendly walking areas.

3 / 7

#### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

Networking opportunity

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

Hand out an attendance list to everyone which lists the organization or entity that they represent and contact info.

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

Need to have the 3rd choice of "sometimes" for every question or expand the number of choices.

**Q4** Any other comments?

Name tags and who they represent. There were about 50 people on the walk and some may have been critical contacts.

4 / 7

### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

The walk opened my eyes to connectivity issues that I wasn't aware of, and they're right in my backyard. It was well organized and nice to meet new people. The art was beautiful.

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

Smaller groups. It was hard to hear sometimes. Expand to different neighborhoods around Norwalk.

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

Some options need a 'sometimes' check box. It was hard to assess some of the items on the audit because even on one stretch of a road, conditions were vastly different from another.

**Q4** Any other comments?

Thank you for organizing this!

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### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

The information about the sculptures and the artist.

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

More Norwalk history incorporated in the walk.

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

I incorporated my suggested revisions directly on the form, creating my own response answers, etc.

**Q4** Any other comments?

I had a wonderful time on the walk!

6 / 7

### Pedestrian Infrastructure Audit Form Feedback

**Q1** What did you like about the walk?

The length of the walk and seeing the art

**Q2** If the Bike/Walk Commission were to do a similar walk in the future, what changes would you like to see?

More explanation of how to use the traffic form

**Q3** Do you have any suggestions for improving the Pedestrian Infrastructure Audit form that was introduced during the walk?

I didn't understand how to analyze the different intersections on one form. Perhaps each group should have been assigned a particularly intersection/location to audit

**Q4** Any other comments?

NA

7 / 7

**Attachment 3e:**

**Operating Budget: Bike Walk Commission**

Printing and Duplication	\$3,500.00
Advertising	\$500.00
Meeting expenses	\$500.00
Food	\$500.00
Other professional services (Secretarial)	\$2,160.00
<b>TOTAL BIKE WALK:</b>	<b>\$7,160.00</b>

Attachment 3f:



# Bike/Walk Norwalk

July 2, 2018

Governor Dannel P. Malloy  
State Capitol  
210 Capitol Avenue  
Hartford, CT 06106

Dear Governor Malloy,

The Bike/Walk Commission in Norwalk hopes you will include an allocation of \$3 million for DEEP's Recreational Trails and Greenways Program on the next Bond Commission agenda.

Since we are based in Norwalk, we are especially interested in seeing the Norwalk River Valley Trail (NRVT) being completed in Norwalk. We sincerely appreciate your past support of the Connecticut Recreational Trails and Greenways Program. The portions of the NRVT that are already built are a valuable recreational resource for our area. The next section of the NRVT to be funded will include a connection to the Merritt 7 Metro North station which will enable bicyclists to ride to the train rather than driving their cars.

While we understand that our state has significant financial challenges, we hope you will be able to fund this allocation.

Thank you.

Sincerely,

Nancy Rosett, Chair  
Norwalk Bike/Walk Commission