

**City of Norwalk
Bike/Walk Commission
Meeting Agenda
November 2nd, at 6:00 pm
Room 101 at Norwalk City Hall
125 East Avenue, Norwalk CT 06851**

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at <http://www.norwalkct.org/meetings>.

1. 6:00 Public Input
2. 6:10 Approval of October 5th minutes (See attached)
3. 6:15 Chair's Report (See attached)
4. 6:30 Standing Reports
 - a. Transportation Planner Update – Greg Pacelli
 - b. Bike Plan – Jud Aley
 - c. Events – Barbara McCabe
 - d. Norwalk River Valley Trail (NRVT) – Jim Carter
 - e. Pedestrian Plan – Audrey Cozzarin (See attached)
 - f. Safety and Education – Christine Bisceglie
 - g. Social Media – Tanner Thompson
 - h. Strategic Plan – Deanna D'Amore
 - i. Walking Update – Theresa Argondezzi
5. 7:30 Old Business
 - a.
6. 7:30 New Business
 - a.
7. 7:30 Adjournment

Next meeting: December 7th
6:00 – 7:30 pm
Room 101 at Norwalk City Hall or Zoom

**CITY OF NORWALK
BIKE/WALK COMMISSION
OCTOBER 5, 2020**

ATTENDANCE: Nancy Rosett, Chair; Barbara McCabe; Jud Aley; Christine Bisceglie; Colin Gotheer; Tanner Thompson; Sam Ebert

OTHERS: Greg Pacelli, Transportation Planner; Kathryn Hebert, Director of Transportation, Mobility and Parking; Michael Yeosock, Asst. Director of Transportation, Mobility and Parking; Gary Washinsky

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1. CALL TO ORDER

Ms. Rosett called the meeting to order at 6:00PM.

1. PUBLIC INPUT

There was no public input this evening.

2. APPROVAL OF SEPTEMBER 14TH MINUTES

****MR. EBERT MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** MR. GROTHEER SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

3. CHAIR'S REPORT

There was no report given.

4. STANDING REPORTS

a. Transportation Planner Update

Mr. Pacelli reported and said the connectivity grant plans are still in the process of being reviewed by the State but that the funds have been allocated.

Mr. Pacelli said that Highland Avenue is in the final phase of design and the funds have also been allocated.

Mr. Pacelli said there was a meeting held to discuss the improvements for Seaview Avenue and have established a preliminary concept design and will be working towards a final design. He said that they have gotten some data collection which includes traffic counts from the State and crash data from January 2015 to date, and there were eight accidents that occurred between East Avenue and First Street, and are analyzing those as they work on the design concept. He said since they last met, they have come up with a couple of other designs and will share it with the commission at a later meeting. He said that they will continue to put together some outreach plans with the property owners to make improvements to the roadway which will help with the design. He said the committee had also discussed Hanford Place and will be installing sharrows and signage which will connect to Monroe Street. Ms. Rosett said that there are funds in the commission's capital budget to pay for the painting for Hanford Place. She also complimented Mr. Pacelli and the team regarding their work on Seaview Avenue. Mr. Pacelli said as the project moves forward, he will keep the commission updated. Mr. Aley asked if Hanford Place will be done this fall. Mr. Pacelli said he cannot guarantee it will get done this year.

Mr. Pacelli said that there are a lot of people that will be retiring from City Hall on October 9, 2020, and asked that the commission bear with staff. Ms. Hebert said that 44 staff members will be retiring so the work will be reassigned and there will be a transition and consolidation and will take time to reorganize and understand what the responsibilities are.

b. Bike Plan

Mr. Aley said that Mr. Pacelli discussed this under his report but the increases in bike routes were delayed this year due to the pandemic, and he is looking forward to working with Mr. Grotheer and Mr. Washinsky and discussing the routes now that there is a better understanding of how the average daily traffic counts and speed limit effect where a bike lane can be installed and where sharrows will need to be installed. He said they will also need to rethink the routes that were determined last winter.

c. Events

Ms. McCabe reported and said she had no events to report.

d. Norwalk River Valley Trail (NRVT)

Ms. Rosett read Mr. Carter's report as follows:

The Missing Link has gone out to bid and the bids are due back in early November and are hoping to start construction in the spring and completed by the summer, and thanked Mr. Yeosock for his years of hard work.

The leases have all been signed that are required by the State for WilWalk and the NRVT is still working on the approvals with some of the town boards in Wilton, but it is progressing and are still anticipating to be in construction on WilWalk in the spring. There is a grant for WilWalk and as most grants it has the grantor pays 80% of the grant and the organization has to supply the remaining 20% and they did achieve the \$275,000 that represents the 20% match.

The NRVT has been working with the Redevelopment Agency on the Harbor Loop Trail and due to the amount of space between the parking lot and the Norwalk River trail. The trail was conceived as only being 4' wide instead of 8' like the rest of the trail and because the owner at that time did not want to lose any parking spaces. However, the new owner is amenable to us working with them to expand it to be 6' wide and will report back to the committee on the progress.

The NRVT is working with the commission on the on-road segments in Norwalk which consists of Calf Pasture Beach to the Maritime Aquarium, Seaview Avenue and relocating the trail head from Calf Pasture Beach to the water side of Ripka's Café. This is in conjunction with installing a bike lane on the road that goes around the parking lot so that it can be used as part of the NRVT but that it has been delayed due to the pandemic.

The NRVT has been researching larger signs to install on the roadway as well as signage that can be installed on the roadway and sidewalks.

e. Pedestrian Plan

Ms. Rosett reported and said there is a link to the survey included in the committee agenda that was discussed last month and encouraged anyone on the committee has not already filled out the survey to do so and the deadline to complete it is this Friday, and the results of the survey will be reported at the next meeting. He said the results will be used as a way to prioritize the next targets once we are finished improving the sidewalk access around the schools.

Mr. Thompson said that during one of his bike rides he had spoken to someone that has made a map of Norwalk and Stamford using Google Street view to map out where all of the sidewalks are located and the conditions. He said he seemed very willing to share the map and he will invite him to become more involved with the committee.

f. Safety and Education

Ms. Bisceglie reported and said that she did speak with the Recreation and Parks department and will be working closely with them to schedule an event this fall.

g. Social Media

Mr. Thompson presented and said last month he had spoken about outreach and that there are currently three channels and he has spoken with Mr. Ebert and Jahliah Green of the Health Department and saw a gap in both the mission statement and the goals of the commission and thought that could be a way to have a lot of impact on bicycling and walking in the city. He said when they make, they had come up with an additional goal which is to foster a community discussion about transportation as a quality of life issue and they have some ideas on how to foster that discussion. He said they also came up with ideas on how to organize the Facebook Group in sub-audiences that include NorWalkers and high school students to plan and go out on walks together as well as for transportation discussions.

Mr. Thompson said the next steps are to work with Jahliah Green in creating walking groups and asked if there is a budget for Facebook ad's which would help to open the area of effect. Ms. Rosett said the commission does have a budget and a request needs to be made to her and the commission will approve the spending based on the available funds in the budget.

Mr. Thompson invited the commission to "like" the Facebook page if they have not already done so and share the commissions Facebook page and invite people to do the pedestrian survey.

h. Strategic Plan

Ms. Rosett presented the goals and objectives of the Strategic Plan and said the first goal is to complete compete streets programs and facilities for the east/west and north/south connections. The first strategy will be to work with the city to have the bike lanes and sharrowed routes implemented. She said they have the grant funding and are negotiating the details with the state.

Ms. Rosett said that goal two review, promote and update the City of Norwalk's Master Bike Plan and the objective is to determine the need for additional sheltered bicycle parking and/or secured locations at city owned facilities. She said there was a map created with all the existing bike rakes are located on city property and is on the website. The next step is to identify specific sites for additional bike parking and to work with the city to add the sites that the commission identifies.

Ms. Rosett said that goal three is to review, promote and update the City of Norwalk's Pedestrian Plan and the objective is to focus on pedestrian safety near schools and the first objective is to gather information and prioritize the needs and work with the city to implement the improvements that are suggested.

Ms. Rosett said that goal number four is to review and provide advice on transportation and other projects having an impact on walking and biking in the City of Norwalk at the earliest stages possible. The objective is to work with other agencies to implement the portions of the POCD assigned to the Bike/Walk Commission. She said she will be inviting Mr. Kleppin to a meeting to provide a broad overview of the POCD and drill down on the things that are assigned to this commission.

Ms. Rosett said that goal number five is to coordinate and promote public awareness campaigns, education and events related to bicycle and pedestrian uses. The objective is to participate in at least four community events; review website content quarterly; update social media monthly and work with the city's communications manager/grants coordinator to send news releases.

Ms. Rosett said that goal number six is to research funding opportunities to support the mission of the commission. The objective is to apply for a minimum of two grants and the objective is to work with

the city's communications manager/grants coordinator and other city staff to apply for a minimum of two grants.

i. Walking Update

There was no report given.

5. OLD BUSINESS

a. Distribution of Safety Card

Ms. Rosett said the cards can be distributed virtually as well as having some printed. Ms. Bisceglie suggested having a table at the SONO Collection to distribute the cards. Ms. McCabe suggested also including the walking guides. She said that she will send the electronic version to Mr. Tanner so it can be posted to the social media pages.

Ms. Rosett said she will also speak with the library staff to see if they can include the safety cards into the bags they are using for the curbside pickup.

Ms. Bisceglie suggested giving some of the safety cards to Ms. Oster of the Early Childhood Program so she can give them out. She also requested they the cards be done in Spanish.

6. NEW BUSINESS

a. 2021 Schedule of Meetings (See Attached)

**** MR. ALEY MOVED TO APPROVE THE CALENDAR.**

**** MR. EBERT SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

b. Review committee assignments (See attached)

Ms. Rosett reviewed the committee assignments and asked if anyone is interested in joining any of the committees. Mr. Ebert said he would like to join the Bike Plan Committee; the Safety and Education Committee; the Social Media Committee. Mr. Thompson suggested adding Jahliah Green and Christine Bisceglie to the Social Media Committee.

Mr. Ebert and Ms. McCabe said they would like to join the Strategic Plan Committee.

Ms. Hebert said she will be retiring on October 9, 2020, but that it has been great working with the committee and she is happy that over the last few years that they have been able to bring the Bike Walk and Pedestrian Committee in front of mobility because it is a critical part of mobility. Mr. Aley thanked Ms. Hebert for all she has done.

Ms. Rosett also thanked Ms. Hebert for all her work with the commission and the creation of TMP has done a lot to help the progress of the commission. She wished her well in her future.

Mr. Aley suggested to include pedestrian sidewalks, crosswalks, etc. as a discussion at the Pedestrian Committee and at some point, may need its own sub-committee with Mr. Pacelli. Ms. Rosett said that the Pedestrian Committee is already doing that and Mr. Pacelli is on that committee.

7. ADJOURNMENT

****MR. ALEY MOVED TO ADJOURN.**

**** MR. EBERT SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Meeting adjourned at 7:30PM.

Respectfully submitted,

Dilene Byrd

Job Posting for Director of Transportation, Mobility and Parking

http://agency.governmentjobs.com/norwalk/job_bulletin.cfm?jobID=2893112&sharedWindow=0

Job Posting for Assistant Director of Transportation Services

http://agency.governmentjobs.com/norwalk/job_bulletin.cfm?jobID=2893246&sharedWindow=0

*City of Norwalk, CT
Monday, October 19, 2020*

Chapter 20. Bike/Walk Advisory Commission

[HISTORY: Adopted by the City of Norwalk Common Council 8-8-2017. Amendments noted where applicable.]

§ 20-1. Composition; appointment; terms; vacancies; compensation.

The Bike/Walk Advisory Commission shall be composed of seven members to be nominated by the Mayor and approved by the Common Council. The minimum qualifications for membership is that an individual must be an elector of the City of Norwalk. The Mayor shall designate one of the seven members as Chairman. Each member of the Commission shall be appointed for a term of three years, and terms shall be staggered. The terms of the initial members shall be as follows: two members with terms to expire June 30, 2018; three members with terms to expire June 30, 2019; and two members with terms to expire June 30, 2020. Thereafter, the terms for all members shall be for three years commencing on July 1. The Commission may, upon a majority vote, request that the Mayor remove any member who is absent from three or more meetings in any twelve-month period. Any vacancy shall be filled by the Mayor with the approval of the Common Council for the unexpired term of the member whose place shall become vacant. Members shall serve without compensation.

The Chief of Economic and Community Development, the Chief of Operations and Public Works, the Director of the Health Department, the Executive Director of the Redevelopment Agency, the Police Chief, and the Transportation Planner, or their respective designees, shall each serve ex officio without a vote. Staff support shall be provided by the Economic and Community Development Department.

[Amended 10-22-2019]

§ 20-2. Purpose; powers and duties.

(A) The Bike/Walk Advisory Commission supports bicycling and walking as safe, accessible, and sustainable forms of transportation and recreation that increase the City of Norwalk's livability and economic vitality, and improve public and environmental health.

(B) The purpose of the Commission shall be to:

- (1) Promote complete streets programs and facilities for bicycles and pedestrians in the City of Norwalk;
- (2) Review, promote, and update the City of Norwalk's Master Bicycle Plan;
- (3) Review, promote, and update the City of Norwalk's Pedestrian Plan;
- (4) Review and provide advice in the implementation of the transportation component of the Plan of Conservation and Development; and
- (5) Review and provide advice on transportation and other projects having an impact on walking and biking in the City of Norwalk from the earliest stage possible.

(C) The Commission may also:

- (1) Coordinate and promote public awareness campaigns, education, and events related to bicycle and pedestrian issues; and
- (2) Conduct research and seek grants in furtherance of its purpose.

(D) The Commission shall provide annual reports to the Common Council of the City of Norwalk to summarize the Commission's work over the course of the year.

(E) In no event shall the acts or proposed acts of this Commission conflict with the lawful designated

duties of any other body or commission of the City of Norwalk.

Attachment 3e:

For those who missed our September meeting, Vanessa Valadares, DPW Senior Engineer presented the DPW Sidewalk Plan to the Bike/Walk Commission. If you have 23 minutes, you might want to listen to it at: <https://www.norwalkct.org/2219/Bike-Walk-Commission-9-14-2020> Her presentation starts at 16 minutes and 22 seconds.

America Walks grant link: <https://americawalks.org/>

AARP Livable Communities initiative: <https://www.aarp.org/livable-communities/community-challenge/info-2020/2020-grantees.html>

Statewide Active Transportation Demonstrations and Education:

<https://crcog.org/2020/03/cdcproject/>

Attachment 3i

Active Transportation | SPAN Grant Solicitation

CRCOG has been engaged by the CT Department of Public Health (DPH) to lead the Active Transportation component of DPH's State Physical Activity and Nutrition (SPAN) grant. The SPAN grant is a statewide effort and in order to successfully complete trainings and projects across the state, CRCOG and their team of consultants are working with the eight other regional councils of government to solicit and select projects to receive award funding and assistance. We are now soliciting responses for multiple project categories. Broadly speaking, the categories are:

Complete Streets Trainings and Implementation Projects (*Section 1*)

Bike Rack Locations (*Section 2*)

ELIGIBILITY: Municipalities, councils of government, and non-profit or private entities (with documented municipal support) are eligible to submit for one or more categories.

SELECTION & REVIEW CRITERIA: Projects will be selected by an Active Transportation Committee that has been specifically assembled for this grant. The ATC consists of members from across the state.

In general, selection of projects will consider the following criteria:

- Geographic diversity of selected locations throughout the state/regions and communities of varying sizes; population size / job density
- Health equities and health disparities or the population anticipated to benefit from the project
- Applicability of your proposal to a wider range of urban or rural environments
- Benefits towards sensitive populations (i.e. economically disadvantaged, racial and ethnic minorities, children, elderly)
- Additional benefits to the community / community need (i.e. high crash area, presence of low income and/or minority populations, high rates of unemployment, access to cars/transit-dependent populations)

- Project's relationship to everyday destinations which has been defined by the Centers for Disease Control as "places people can get to from where they live by walking, bicycling, or public transit. This can include grocery stores, schools, worksites, libraries, parks, restaurants, cultural and natural landmarks, or healthcare facilities. They are often desirable, use-ful, and attractive." Relationship to transit or transit supportive projects or locations (i.e. park-and-ride lots, etc.) will be considered.

SPAN Grant Solicitation | "Train-the-Trainer" Bike Workshops for Educators

CRCOG has been engaged by the CT Department of Public Health (DPH) to lead the Active Transportation component of DPH's State Physical Activity and Nutrition (SPAN) grant. The SPAN grant is a statewide effort and in order to successfully complete trainings and projects across the state, CRCOG and their team of consultants are working with the eight other regional councils of government and representatives from across the state to select recipients to receive "Train-the-Trainer" bicycle education workshops for Connecticut educators.

CRCOG has partnered with Bike Walk Connecticut (BWCT) to offer "Train the Trainer" (TTT) workshops to school educators to teach safe bicycling in health and physical education classes. This opportunity is a one-day workshop presented by BWCT and will provide Connecticut educators with the resources, tools, and skills they need to implement and teach a comprehensive bicycling education program in the elementary schools, specifically geared to train educators how to teach safe bicycling to 4th grade students. This work-shop is the result of nine years of curriculum refinement in a Connecticut 4th grade bicycle education pro-gram.

What Will The Workshop Include? * In-depth exposure to a comprehensive, proven bicycle education curriculum. * Discuss concerns and learn strategies for establishing the program in schools. * Learn the habits of giving respect to and getting respect from all other road users. * Learn safe, defensive, confident cycling skills. * Get on a bike and practice cycling skills and drills in a traffic-free and supportive environment. * Each participant receives information with links and other resources.

A total of 10 workshop sessions will be awarded. Sessions can be conducted with individual schools and/or coordinated sessions can be conducted with multiple interested