

City of Norwalk
Bike/Walk Commission
Meeting Agenda
November 5th, 6:00 pm
Health Department, 1st Floor Waiting Room
137 East Avenue, Norwalk CT 06851

1. 6:00 Public Input
2. 6:10 Approval of October 1st minutes (See attached)
3. 6:15 Chair's Report
4. 6:25 Committee Reports
 - a. Bike Plan – Colin Grotheer
 - b. Events – Mike Heslin
 - c. Bike Share – Nancy Rosett
 - d. Norwalk River Valley Trail (NRVT) – Jim Carter
 - e. Pedestrian Plan – Deborah Lewis
 - f. Pump Track – Gunnar Waldman, Monika Stokes
 - g. Safety/Outreach – Jud Aley
 - h. Strategic Plan – Deanna D'Amore (See attached)
 - i. Website – Peter Franz
 - j. Planning and Zoning Liaison – Jud Aley
 - k. Public Works Liaison – Nancy Rosett
 - l. Redevelopment Liaison – Colin Grotheer
5. 7:00 Old Business
 - a. DPW Update – Paul Sotnik
 - b. Intersection of Westport Avenue and Dry Hill – Mike Yeosock
 - c. Wall Street Crosswalk – Jud Aley
 - d. Bike Trough Repair – Tim Sheehan
6. 7:20 New Business
 - a. Road Safety Audit for Route 1 – Mike Yeosock
 - b. LOTCIP Grant Application for Main Avenue – Mike Yeosock
7. 7:30 Adjournment

Next meeting: December 3rd, 2018

6:00 – 7:30 pm

Health Department Waiting Room (1st Fl.)

**CITY OF NORWALK BIKE/WALK COMMISSION
OCTOBER 1, 2018
HEALTH DEPARTMENT, 1ST FLOOR WAITING ROOM
137 EAST AVENUE, NORWALK CT 06851**

ATTENDANCE: Nancy Rosett, Chair, Jud Aley; Mike Heslin; Deborah Lewis;
Colin Grotheer (6:06 p.m.)

STAFF: Deanna D'Amore, Kaitlin Latham, Department of Health;
Kathryn Hebert; Mike Yeosock; Transportation, Mobility & Parking
Paul Sotnik, Public Works;
Steve Kleppin, Planning and Zoning

OTHERS: Christine Bisceglie; Jim McDonald; Samuel Pride;
Alec Slotky; Darius Williams

Ms. Rosett called the meeting to order at 6:00 p.m. and introduced the Commissioners.

Mr. Slotky of Triple A in CT said he was going out into the communities to meet everyone.

1. 6:00 **PUBLIC INPUT**

There were no members of the public who wished to speak this evening.

2. 6:10 **APPROVAL OF SEPTEMBER 10TH MINUTES**

**** MR. HESLIN MOVED TO ACCEPT THE MINUTES AS PRESENTED**
**** MR. ALEY SECONDED**
**** MOTION PASSED UNANIMOUSLY**

3. 6:15 **CHAIR'S REPORT**

Ms. Rosett explained that Mr. Aley said there are a number of existing studies related to bike/walk in Norwalk and suggested it might be worthwhile to distribute those studies to the commissioners. Another idea was to pick one each month and have a discussion.

Mr. Grotheer joined the meeting at 6:06 p.m.

Ms. Rosett will send a note to each commissioner to find out whether they like to receive the studies digitally or on paper.

Ms. Rosett reported that we are repeating the walk we did with the Arts Commission and the Mayor in June in the area of the Merritt 7 Office Park on October 16th at 10:30 a.m. Members of the department of Public Works along with representatives from Conn Dot will attend. Commissioners are welcome to attend.

Ms. Rosett reviewed the proposed meeting calendar for 2019. The Commission meets on the first Monday of the month except for September because of Labor Day.

- ** **MR. HESLIN MOVED TO ACCEPT THE 2019 MEETING CALENDAR AS PRESENTED**
- ** **MS. LEWIS SECONDED**
- ** **MOTION PASSED UNANIMOUSLY**

6. 7:10 NEW BUSINESS

a. New Department of Transportation, Mobility and Parking – Kathryn Hebert

Ms. Hebert reported that the City of Norwalk just re-organized to provide improved services to the community. She said the Bike/Walk Commission is under the Department of Transportation. She added that Planning and Zoning along with her team will work hand in hand.

Ms. Hebert provided an overview of the new department. Mr. Kleppin said a Transportation Planning position was added as part of the re-organization. This position will liaison with the Bike/Walk Commission.

4. 6:20 COMMITTEE REPORTS

a. Bike Plan – Colin Grotheer

Mr. Grotheer said he is waiting for comments from his fellow Commissioners. Ms. Rosett said she would like to meet with Conn Dot this winter to understand the best way to request bike facilities on state roads in Norwalk.. Mr. Sotnik said once they meet with Conn Dot they will have to meet with the district DOT to get everyone on the same page. Mr. Grotheer said he will send the proposed bike plan for the next fiscal year to Ms. Rosett after tonight's meeting so she can distribute it prior to the next commission meeting.

b. Bike Share – Nancy Rosett

Ms. Rosett said she had a conversation with Carlos Pujol. He attended last weekend's Norwalk Hospital Gala and donated a bike to their auction. He said he needs a commitment from the City so he can enter contracts with his suppliers.. He is responsible for recruiting sponsors and has started working on that..

c. DPW Open House – Mike Heslin

Mr. Heslin reported that last Saturday's DPW Open House went well. He said he kept hearing from people that their concerns about speeding and traffic prevents them from walking or biking. A bike rodeo is planned for the first Saturday in May.

d. Norwalk River Valley Trail (NRVT) – Jim Carter

There was no report this evening.

e. Pedestrian Plan – Deborah Lewis

Ms. Lewis reported that the committee is meeting tomorrow to set geographic goals so that we cover the city. They hope to track different walk initiatives in November.

f. Pump Track – Gunnar Waldman, Monika Stokes

There was no report this evening.

g. Safety/Outreach – Jud Aley

Mr. Aley reported on the two bike races that took place recently. He said it was an incredible event despite the heavy rain. It was very well received.

Mr. Aley is working with Josh Morgan on a press release about the work we did to calm traffic on Richards Avenue at Norwalk Community College.

h. Strategic Plan – Deanna D’Amore

Ms. Rosett said Ms. D’Amore will get the committee together before the next meeting.

i. Website – Peter Franz

There was no report this evening.

j. Planning and Zoning Liaison – Jud Aley

Ms. Hebert explained that once the Transportation Planner is hired, he/she may be the liaison.

k. Public Works Liaison – Nancy Rosett

Ms. Rosett explained that she is working with Ms. Tabor from Public Works on signage for the bike racks. The bike parking signs have been installed at 13 of the 16 sites.

l. Redevelopment Liaison – Colin Grotheer

Mr. Grotheer reported that the Redevelopment Agency is working on a TOD development on Chestnut Street. He said this development has the potential to change the gateway to South Norwalk.

5. 6:50 **OLD BUSINESS**

a. Walking Update – Kaitlin Latham

Ms. Latham reported that two walks will take place this month. She said St. Paul’s on the Green is doing a health and wellness series between their masses and expressed an interest in doing a walk on October 14th. And the Silvermine walk which usually takes place on the first Sunday of the month will be on October 14th this month to avoid the Columbus Day weekend.

Ms. Latham said she just put in a new order for new NorWALKer maps. She said she sent a Watch for Me newsletter to the Commissioners. She explained that they do free safety events and partner with police departments. Ms. Rosett suggested that Ms. Latham contact Terry Blake of the Norwalk Police Department to see if they would be interested in this program.

b. DPW Update – Paul Sotnik

Mr. Sotnik reported that nine of the 15 local street bike lane/sharrows have been completed. Some of the signs have been installed, but some are on back order. The Commissioners discussed the upcoming streets.

Mr. Sotnik reported that he is working on finalizing the hand rail on Clay Street. Mr. Yeosock said he was concerned about the railing being so far away from the stairs. He will check with ADA and the Department of Justice.

Mr. Aley asked for an update on the Knight Street crosswalk. Mr. Sotnik reported that they met with Deering last week. They are checking to see if they can use granite curbs. He added that drainage is key. Deering is going to do a test.

Ms. Hebert noted that Mr. Sotnik has done a fantastic job on the Bike/Walk initiatives. She asked Ms. Rosett if she could write a letter of support on his behalf to the Mayor and the Chief of Staff and copy her for Mr. Sotnik to continue his partnership with the Bike/Walk Commission so there is consistency in the work he has done over the years.

6. 7:10 **NEW BUSINESS**

b. Dangerous Intersection – Christine Bisceglie

Ms. Bisceglie presented her concerns about the intersection of Dry Hill Road and Westport Avenue near Stew Leonard's. She expressed concern about the safety of several disabled residents living in a home on Nelson Avenue who walk in the road and cross Westport Avenue. Mr. Yeosock said the State is looking at that intersection. Mr. Sotnik noted that Dry Hill Road is a city street, but the signal is on a state road.

Ms. Rosett asked if they could put a crosswalk across Dry Hill Road. Mr. Yeosock said they would have to get state approval. Ms. Rosett said that it is clear this is an intersection with a lot of problems. Mr. Yeosock said the state is working on a Connecticut Avenue and Westport Avenue audit. He said they are waiting for the release of their outcome.

Ms. Rosett said this item will be discussed further. She added that this may be a high priority intersection for Ms. Lewis' committee.

Mr. Grotheer said that Public Works and Parks and Recreation will meet tomorrow to discuss the power lines for the WALK Bridge. He suggested if anyone is unable to attend the meeting that they write and submit support for underground power lines. He explained the project and said the Harbor Management Commission and the Shellfish Commission object to underground power lines. The other option is to have 200 ft. tall monopoles with high tension wires going across the Harbor. Currently the lines run over the train bridge.

7. 7:30 **ADJOURNMENT**

**** MR. GROTHEER MOVED TO ADJOURN**
**** MR. HESLIN SECONDED**
**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 7:41 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

Next meeting: November 5th, 2018 6:00 p.m.

7:30 pm Health Department Waiting Room (1st Fl.)

Attachment 4h:

NORWALK BIKE WALK ADVISORY COMMISSION STRATEGIC PLAN STATUS UPDATE

NOVEMBER 5th 2018

| Goals, Objectives, Activities/Strategies | Responsibility/Lead | Timeframe | Status | Implementation Notes |
|--|---|-----------|-------------|--|
| Goal 1: Promote Complete Streets programs and facilities for bicycles and pedestrians in the City of Norwalk | | | | |
| Obj. 1.1 Complete east side north/south bike route connections | | | | |
| 1.1.1 Map the connections | Bike Plan Committee | By 10/18 | Completed | Map is on the website |
| 1.1.2 Work with Department of Public Works to have bike lanes and sharrowed routes implemented | Bike Plan Committee | | On Target | CT DOT agreed to lanes and sharrows on Rt 136; Mayor requested working with Darien on routes for NCC students |
| Obj. 1.2 Encourage any Department of Public Works engineers who are involved with street design or traffic attend Complete Streets training | | | | |
| 1.2.1 Find three webinars or articles about Complete Streets to share with Department of Public Works engineers and Economic & Community Development staff | Department of Public Works Liaison, Safety/Outreach Committee | Ongoing | On Target | Work already being done as part of ongoing professional development for DPW staff; additional webinars and articles being shared |
| Obj. 1.3 Continue working to bring a bike share program to Norwalk | | | | |
| 1.3.1 Support the City's effort to roll out a program by the spring of 2019 | Bike/Walk Commission Chair | Ongoing | On Target | Contract currently in review by Law Department |
| Goal 2: Review, promote, and update the City of Norwalk's Master Bicycle Plan | | | | |
| Obj. 2.1 Add providing sheltered bicycle parking and/or a secure location at City-owned facilities | | | | |
| 2.1.1 Develop inventory of existing bicycle parking in the City | Bike/Walk Commission Chair | By 8/18 | Completed | DPW & Commission found all city racks; 13/16 have signage indicating availability |
| 2.1.2 Identify sites needing bicycle parking at City-owned facilities | Bike/Walk Commission Chair | By 8/18 | Not Started | |
| 2.1.3 Work with the City to add the sites identified in 3.2.2 | Bike/Walk Commission Chair | By 8/18 | Not Started | |
| Obj. 2.2 Update the map of existing and planned bicycle facilities in the City | | | | |
| 2.2.1 As bicycle facilities are added, add them to the map | Senior Civil Engineer, GIS Analyst, Bike Plan Committee | Ongoing | On Target | |

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| Goal 3: Review, promote, and update the City of Norwalk's Pedestrian Plan | | | | |
| Obj. 3.1 Develop scorecards for measuring the conditions for walking/running in Norwalk | | | | |
| 3.1.1 Develop the scorecard | Pedestrian Committee | By 7/18 | Completed | Pedestrian audit tool completed |
| 3.1.2 Field test the scorecard with groups of citizens | Pedestrian Committee | By 7/18 | On Target | Approximately 40 people so far |
| Obj. 3.2 Develop a short list of priority pedestrian trouble spots or connectivity opportunities in Norwalk (e.g., crosswalks and sidewalks) | | | | |
| 3.2.1 Review assessment data (e.g. scorecard results, police reports, NorWALKer reports, etc.) to identify potential priorities | Pedestrian Committee | By 11/18 | On Target | Assessing Council District priorities |
| 3.2.2 Provide recommendations on priorities | Pedestrian Committee | By 11/18 | In Progress | |
| Obj. 3.3 Work with the Department of Public Works to implement improvements from 3.2 | | | | |
| 3.3.1 Include priority improvements as capital budget requests | All Commissioners | By 12/18 | In Progress | |
| Goal 4: Review and provide advice in the implementation of the transportation component of the Plan of Conservation and Development (POCD) | | | | |
| Obj. 4.1 Participate in the final meetings for the POCD | | | | |
| 4.1.1 Chair will attend all POCD Oversight Committee Meetings | Bike/Walk Commission Chair | By 12/18 | On Target | |
| 4.1.2 At least three Commissioners will attend the citywide forum on the draft POCD | Bike/Walk Commission Chair | By 12/18 | Not Started | Draft POCD coming soon |
| Obj. 4.2 Advocate for the inclusion of biking and walking initiatives in the POCD | | | | |
| 4.2.1 Communicate support during meetings and/or provide feedback in writing | All Commissioners | By 12/18 | On Target | |
| Goal 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 | | | | |
| Obj. 5.1 Appoint liaisons to City Departments | | | | |

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| 5.1.1 Appoint a liaison to Planning & Zoning to keep advised of current development projects | Bike/Walk Commission Chair | By 7/18 | Completed | Jud Aley; discussed with Steve setting up regular meetings |
| 5.1.2 Appoint a liaison to the Redevelopment Agency to keep advised of current or future studies | Bike/Walk Commission Chair | By 7/18 | Completed | Colin Grotheer; met with Tim to discuss Redevelopment role, plans, and projects |
| 5.1.3 Appoint a liaison to the Department of Public Works to keep advised of current or future studies | Bike/Walk Commission Chair | By 7/18 | Completed | Nancy Rosett |

Goal 6: Coordinate and promote public awareness campaigns, education, and events related to bicycle and pedestrian issues

Obj. 6.1 Participate in four community outreach events

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| 6.1.1 Participate in at least one community outreach event per quarter | Safety/Outreach Committee Chair, DPW Open House Committee Chair | Ongoing | On Target | 8/7 Police Night Out; 9/29 Open House |
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Obj. 6.2 Continue to update the Commission's website and social media with relevant content

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| 6.2.1 Post new information to the Commission's website at least once a month | Website Committee Chair, Health Education Associate | Ongoing | Below Target | Website is updated, but not once a month; consider changing the update target to quarterly? |
| 6.2.2 Post to social media at least once a week | Website Committee Chair, Health Education Associate | Ongoing | On Target | |

Obj. 6.3 Send a minimum of four news releases to the media

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| 6.3.1 Work with the City's Communications Manager/Grants Coordinator to send a minimum of four news releases to the media | Safety/Outreach Committee Chair | Ongoing | On Target | Article on pedestrian audit in Hour; Idea to feature bicycle parking in a future release; Jud working on Richards Ave/NCC feature |
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Goal 7: Research funding opportunities to support the mission of the Commission

Obj. 7.1 Apply for a minimum of two grants

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| 7.1.1 Work with the City's Communications Manager/Grants Coordinator to apply for a minimum of two grants | Safety/Outreach Committee Chair | By 6/19 | In Progress | Chair met with Josh to discuss this; haven't applied for a grant yet |
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