



## Connecticut Bicycle and Pedestrian Advisory Board

*Volunteer board members advising agencies of the state on policies, programs, and facilities for bicycles and pedestrians.*



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### DRAFT SPECIAL MEETING NOTES

Tuesday November 29, 2016, 2:00 PM

DOT Headquarters, 2800 Berlin Turnpike, Newington, CT 06111, Room 2141

#### **1.1 Preliminaries**

#### **1.2 Call to Order/Roll Call 2:07pm**

Board members present: Neil Pade Chair, Sandy Fry Vice Chair, Joe Balskus Secretary, Ray Rauth, Emily Provonsha, Rod Parlee, Tom Branchaud, Francis Pickering, Deb Dauphinais

Introduced Tom as new member in person (he has participated on the phone for past meetings)

#### **1.3 Minutes, October 25, 2016**

Colleen Kissane clarification on meeting minutes  
Minutes accepted by Board

#### **1.4 Input from Visitors (5 minutes)**

No visitors in attendance.

#### **2.1 Reports**

#### **2.2 DOT Process Example Presentation**

Colleen Kissane introduced DOT presentation

Craig Babowitz, works in performance metrics, and working with Melanie Zymeski on bike ped projects, presented the typical DOT design process as it relates to complete streets projects. State Project No. 148-200, Route 150 at River Road reconstruction showcased pedestrian amenities included in the project as part of Bicycle Pedestrian Needs Assessment Form (BPNAF) process.

Discussion on application of BPNAF form to various projects and processes in CTDOT program.

Discussion on DOT processes in which BPNAF is not applied.

Questions on states responsibility to ensure changes to state controlled ROW is safe for all users regardless of funding source. Questions on policy of municipalities and property owners having ability to reject sidewalks when provided by the state. Questions on possible need to change definition/ application of Major Traffic Generators.

Observation that on state initiated projects utilizing BPNAF improvements/ considerations for people who bike and walk are no longer fought for in these instances as "enhancements" as they were in the past.

The understanding of what type of actions constitutes a “project” versus “maintenance” was discussed, and how this relates to the Vender In Place program and other maintenance versus study/ design projects.

Presentation to be provided by CTDOT for posting by Board.

### **2.3 DOT Projects and News**

Community Connectivity Program RSAs completed 70 total, with 10 remaining in Spring 2017.

Outreach to advocates to support DOT’s need for bike pedestrian coordinator and other vacant positions in intermodal planning? Practical option is for advocates to contact both OPM and DOT Commissioners.

Bolton bike path project update – public information meeting discussion, public in support.

### **2.4 Bike Walk CT Update**

Email list needs to include Adina for meeting dates in future.

### **3.1 Old Business**

#### **3.2 2015-2016 Report Implementation/ Monitoring**

Discussed under Item 3.3

#### **3.3 2016 Report – Recommendations/ Assignments**

Summary reviewed, Sandy to revise and upload to website

Board members to draft outline, writing assignments and have working copies prepared and submitted for review by other Board members by December 13<sup>th</sup> in advance of December meeting.

#### **3.4 Confirmation of Start Time, 2017 Annual Schedule of Meetings**

2017 meetings - 845 am revised find time, 4<sup>th</sup> Friday of the month except for May, November, and December which shall be 1 week prior due to holidays.

### **4.1 New Business**

E-Bikes legislation discussion, Emily to review with Deb and provide to Board.  
Deb to draft language and submit to Board for review and eventually the legislature.

### **4.2 Board Policies, Member Responsibilities, and Expectations**

No report.

### **4.3 Update of Membership Roster, Appointing Authorities, Expirations**

Board members asked to update membership roster.

Meeting adjourned at 414pm.

Next Meeting 8:30 AM, DOT HQ, December 20, 2016, Room B

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