

**Montpelier Transportation Advisory Committee (MTAC) Minutes - DRAFT**  
**Tuesday August 9, 2016 6-7:30pm City Manager's Room**

Members Present: Dona Bate (City Counselor), Dan Jones (MEAC), Harris Webster (MPAC), Erica Garfin (MPAC), Dan Costin (MEAC), Anthony Mennona (MBAC), Corey Line (DPW), Rebecca Harris (AmeriCorps VISTA)

Abbreviations: DPW: Department of Public Works; MBAC: Montpelier Bicycle Advisory Committee; MEAC: Montpelier Energy Advisory Committee; PAC: Pedestrian Advisory Committee

- 1) The meeting was called to order by Chair Dona Bate.
- 2) Agenda was approved by unanimous consent.
- 3) No public comment
- 4) Prior meeting minutes were approved by unanimous consent.
- 5) Report on progress towards carrying out work plan/meeting goals:
  - a. Bike & Ped Committees didn't meet on Aug 8<sup>th</sup> to discuss combining the two committees. Although Monday Aug 8<sup>th</sup> was MPAC regular meeting date, Dona didn't find it anywhere in city hall, nor any notice posted on scheduled meeting room door or on city website as cancelled. Becca shared that the MBAC moved its meeting to Skinny Pancake to discuss the upcoming Aug 17<sup>th</sup> meeting of Bike & Ped committees. Emails circulated stated that only a few had been notified in order to keep the meeting small and more manageable. Dona objected to treating a public notified meeting in such a way, that this went against the open meeting law and its guidelines. Dona encourages all to participate in the Aug 17<sup>th</sup> Bike-Ped discussion.
  - b. On behalf of MPAC Erica reported on the upcoming Oct 8<sup>th</sup> event and requested funds.
    - A pedestrian night safety campaign where the committee plans to give away 500 flashing armbands along with an informational card about nighttime pedestrian safety. This event will take place in October to coincide with PAC's We Walk Week, an Open Street event. Erica requested \$1250 for the LED armbands and \$110 for printing and display costs.
    - An Open and Complete Streets event - anticipated closure of Loomis Street (from School to Liberty) and Park Street (from Hubbard to Loomis) for two hours. Erica requested \$125 donation to Local Motion for assistance with demonstration and \$175 for materials.

Dan C made a motion to increase the \$175 allocated for materials to \$515 resulting in the total amount allocated for the proposal to increase up to \$2,000. Seconded by Harris and unanimously approved.

- 6) Report from staff on city transportation projects:
  - a. Sidewalk work schedule

Corey shared that Main & State sidewalks would be part of the FY17-18 road construction projects and only the most needed sidewalks on these streets would be repaired this year. Other sidewalk, ramp and bike path work to be done is:

    - E State Street will be replaced
    - There will be new sidewalk at the corner of Elm and State
    - A few ramps will be redone with detectable warning surfaces around the elementary school and Middle School
    - Sunset, N College, Town street and next some of Hill Street from prospect up will be paved.
    - The bike path from Bailey to Taylor will be resurfaced.
    - Discussed proposal for uphill bike lane from Terrace Street to Red Stone Ave
    - Recess material cross walk or paint that doesn't wear and has texture, color white planned for Barre Street, Main street and at Bailey Ave

- b. Corey reviewed the three concepts for Northfield St that MTAC discussed at its June meeting.
  - 1. Uphill bike lane and downhill bike-car shared roadway;
  - 2. Create a shared bike-ped path on left of street all the way up;
  - 3. Sidewalk on right and left side extended all the way out Northfield St.These three proposals were given to a consultant and drawings are expected next month.
  
- c. Complete Streets Steering Committee (Strong Communities Better Connections Grant)  
Dona reviewed that in June the MTAC chose to become part of the Complete Streets Steering Committee and to use its regular meeting time for the steering committee. This eliminated another meeting for MTAC members. At June MTAC meeting Corey solicited names from MTAC, MPAC, MBCA, MEAC for the selection committee, which met in July to consider four Complete Streets proposals.

Dan C and Dona discussed the Sept 12<sup>th</sup> interviews with the final two consultants: GPI & Alta. Both proposals were excellent. It was a hard choice. Alta won the one-year contract. Anthony asked for copy of Alta's proposal and the original scope requesting proposal. Dan gave him a hard copy and promised to email electronic copy. Electronics versions are posted on city website.

Dan C proposed that we ask Alta to hold the first Steering Committee meeting on MTAC's Sept 13 regular meeting date. Corey will see if it's possible. Dona was asked to request a change in the city council schedule to move discussion of Bike-Ped committees from Aug 10<sup>th</sup> agenda to Sept 14<sup>th</sup>. Group wants to discuss structure of committees with Alta on Sept 13<sup>th</sup>.

7) No overlapping projects were discussed.

8) Chair adjourned meeting at 7:30 by unanimous consent.

Next MTAC meeting is Tues Sept 13<sup>th</sup> at City Managers Conference Room 6-7:30pm.