

Active Transportation and Active Living Advisory Committee Meeting

TIME: 9am
DATE: **Tuesday, January 19, 2021**
PLACE: Online (zoom)

Attendees: Tim Malone, Caitlin Palmer, Chris Henchey CRCOG; Shawna Kitzman, FHI; Mike Morehouse, FHI; Amy Watkins, Watch for Me CT; Christian Meyer, NVCOG; Bill Young, Bike Walk CT; Sandy Fry, City of Hartford; Meghan Sloane, MetroCOG; Kristin Hadjstylianos, WestCOG; Eugene Nichols, DPH; Jim Rode, SCRCOG; Sam Alexander, SCCOG; Devin Clarke, MetroCOG

1. Introductions

Everyone introduced themselves.

2. Public forum

No members of the public were present.

3. Minutes

Tim Malone asked for a motion to approve the minutes from the September 21, 2020 meeting. Motioned by Sam Alexander and seconded by Sandy Fry. Passed unanimously.

4. Status update

Tim Malone gave an update on the status of year 1 and year 2 projects.

5. Project Prioritization

Tim Malone of CRCOG reviewed project prioritization for Year 3. The approach is to fund all projects on a rolling basis into Years 3, 4 and 5. Tim noted that CT Trail Finder and projects in East Hartford, Norwich, Simsbury, and New Haven are pending from previous years (delayed due to Covid-19).

Routes are roadways, whereas everyday destinations refer to an area, sub-area, or land use considerations. Bike rack installation falls within everyday destinations.

Train-The-Trainer program – all applicants accepted due to fewer applicants than anticipated. The CRCOG team reviewed SCCOG's request for a virtual workshop for the region and determined this not be as effective as in-person training, but the idea is good. Might be beneficial to wait until post-pandemic. Middletown indicated interest after the close of the applications.

Bill Young of Bike Walk CT indicated an internal meeting tomorrow to review applications. Board members may have additional leads for projects. Once the training begins, there may be broader interest which the team can reasonably accommodate. Many projects will be easier to facilitate as vaccinations mitigate response to Covid-19.

Tim reviewed the applications (see memo for full ranking). These include:

- Groton Complete Street demonstration
- Killingly (top priority) for feasibility plan to remove mobility barriers in large industrial park
- Meriden (highly ranked) for TOD outdoor space and parklet design with two pilot projects
- New London educational training
- Newtown close of 3-mile multi-use trail gap
- Stamford parklet design manual (potential to coordinate design guidelines and best practices with Meriden)
- Thompson walking school bus route. Schools are clustered together. (Sandy Fry indicated that South Windsor and Vernon have implemented similar short-term programs)
- MetroCOG - 31 bike racks within Bridgeport, Easton, Fairfield, and Stratford. Consideration is delivery to one central location.
- New London - 10 bike racks
- New Milford - 7 bike racks
- South Windsor - 6 bike racks
- Waterbury - 1 bike rack
- West Hartford - 9 bike racks

Mike Morehouse asked if we could put a logo/QR code on the bike racks to expand awareness of the ActiveCT initiative. Tim likes the idea; could be a weather-resistant sticker. Meghan Sloan with MetroCOG suggested a link to bike safety, education, or Watch for Me CT. Municipalities have different design standards that we must work within.

Sandy Fry suggested that Stamford and Meriden projects, similar in scope, be approached jointly and as one of the higher priorities. Preference to advance those quickly for their "great utility". She asked if the Train-the-Trainer might be offered again; Tim confirmed yes, either this year or future year solicitations. Each session costs a couple thousand dollars to conduct.

Sam Alexander asked how far down into Year 3 might this list take us. Tim and Mike indicated it is difficult because several projects rolled over from previous years. Tim suggested the ActiveCT team will have a better answer in next month. FHI will develop the scope and fees for each. FHI will refer to the estimate (where provided) and work from there. Some estimates must be reworked, as they are too low.

Consider the time crunch, and the teams' avoidance of holding/rolling projects over. There will be negotiations with each municipality to determine work plan and schedule, as part of scope negotiations. At that point, we will update the Committee.

Kristin H asked if CRCOG will reach out and let each applicant (and COG) know of status. Tim confirmed, and suggested West Hartford and Waterbury are first priorities, then we will proceed to the others.

Christian Meyer moved to accept the overall strategy, and Meghan Sloane seconded the motion. Passed unanimously.

Tim indicated there will be future solicitations to satisfy future years.

Christian indicated he may have other stakeholders interested in joining the Committee. Christian will email Tim.

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