

**CITY OF NORWALK
BIKE/WALK COMMISSION
REGULAR MEETING
DECEMBER 1, 2025**

ATTENDANCE: Emily Burnaman, Chair; Nicholas Pappas; Manny Salgado; Rebecca Stoll; Christina Randall; Brian Clarke; Elizabeth Sile

OTHERS: Greg Pacelli, Transportation Planner, TMP; James Travers, Director, TMP; Jahliah Green, Norwalk Health Department

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>.

I. CALL TO ORDER

Ms. Burnaman called the meeting to order at 6:02 PM.

II. ROLL CALL

Ms. Burnaman called the roll, and all those listed in the attendance were present.

III. PUBLIC PARTICIPATION

There was no public participation this evening.

IV. ACCEPTANCE OF MINUTES

A. SPECIAL MEETING: NOVEMBER 10, 2025

On page 5, Item VII, G., change “but it will not be part of the NRVT” to “it will be incorporated into the NRVT”

**** MR. SALGADO MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** MR. CLARKE SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

V. OLD BUSINESS

A. UPDATES ON EDUCATION SUBCOMMITTEE

Mr. Salgado said he will send an email to schedule a future meeting of the education subcommittee and would like to include a discussion of incorporating the new commission members into the education subcommittee.

B. STRATEGIC PLAN 2025/2026

Ms. Burnaman shared the 2025 Strategic Plan and said that, as a commission, they report to the Common Council at the end of each year with their accomplishments and goals. One of the significant feats this year was to secure a new league-certified instructor and safe cycling courses. The goal was to hold two sessions, one in June and the other in October. Mr. Salgado suggested that the cost of the certificate be incorporated into the new budget. Mr. Clarke said he would be interested in becoming league certified. The commissioners also supported holding more safe cycling courses in both English and Spanish, partnering with bike shops in the area, and partnering with the Community Health Center.

Ms. Burnaman said she would like to set owners for each of the goals. Mr. Clarke agreed to serve as the owner of the LCI, and Ms. Randall and Ms. Sile agreed to help build partnerships and help organize the safe cycling courses.

Ms. Burnaman said the goal for e-Communication and Outreach was to increase positive engagement, and she is happy to report that they have gained many more email subscribers, close to 1,000 Instagram followers, close to 500 Facebook followers, and close to 500 subscribers to the email newsletter. The goal is to create bilingual content for the social media posts, newsletters, and events. Ms. Greene said she is happy to send content for her colleagues to review before it is shared. Ms. Stoll said she would also be glad to review it. Ms. Sile suggested that the Bike/Walk Commission have its own website and have a more formal email system for communications. She also recommended updating the commission's information on the Health Department's website. Ms. Burnaman, Ms. Green, Ms. Stoll, Ms. Randall, and Ms. Sile agreed to serve as the owners of communications outreach.

Ms. Burnaman said the goal for infrastructure and accessibility was to update the Pedestrian and Bikeway Transportation Plan, which Ms. Stoll has an update to share. The other goal was to hold quarterly meetings with TMP. A meeting was held earlier this year, and the goal is to meet quarterly. Mr. Pacelli reminded the commission that there can only be three commissioners in attendance without having to hold a public meeting. Ms. Stoll, Ms. Randall, and Ms. Burnaman will be attending the meeting.

Mr. Travers joined the meeting at 6:45 PM.

Mr. Travers said during the next meeting with TMP, he would like to discuss how the commission could take on a greater role in education. Some projects in the works will make roads safer over time, but will not get there right away. He reached out to Emily Watkins of Watch for Me CT to request a meeting with her to discuss working together on an education campaign. Ms. Burnaman, Ms. Stoll, and Ms. Randall agreed to serve as owners for quarterly meetings with TMP. Ms. Burnaman said she will reach out to Ms. Randall and Ms. Stoll to schedule the next meeting with TMP to discuss not only the project updates and infrastructure improvements, but also how the commission could further support the education campaign.

Mr. Travers said there will be a virtual meeting on December 8, 2025, from 6:30PM- 8:00 PM. regarding the Route 1 Corridor Study and encouraged commission members to attend. He also provided a status update on current projects and a look ahead to future projects.

Ms. Burnaman said the goal for walking and biking events was to do a bike valet at four community events, and they have surpassed this goal. Ms. Stoll suggested a goal for this year includes an event in the Wall Street area and the Oyster Festival. Mr. Salgado, Mr. Pappas, Ms. Randall, Ms. Stoll, Ms. Sile, and Ms. Burnaman agreed to serve as the owners of the bike valet and community events in unrepresented communities.

Ms. Burnaman said another goal for walking and biking events was the Walk, Bike, and Roll to School Day, held in October, and thanked Mr. Salgado, Ms. Green, Ms. Kress, and Ms. Zanvetter for organizing it. Ms. Green suggested that the commission continue with the event, but recommended starting communications with the schools earlier. Mr. Salgado suggested exploring the option of holding the event in May rather than October. Ms. Stoll suggested examining ways to help increase the number of commuter cyclists during Bike to Work Week.

Ms. Burnaman said the goal for recognition was to achieve bronze status, which did not happen this year, but proposed having the same goal for 2026.

Ms. Burnaman said that, to support accountability reporting, she suggests presenting the Strategic Plan to the Common Council. Ms. Stoll volunteered to help with this effort.

Ms. Burnaman said that she will finalize the 2026 strategic plan as discussed, send it to the commissioner for comment, and present an updated version at the next meeting.

VII. NEW BUSINESS

A. SAFETY ON STREETS CAMPAIGN FOR PEDESTRIANS, CYCLISTS & MOTORISTS

Mr. Burnaman said that, as discussed earlier, the commission will continue to promote education for not only pedestrians and cyclists but also motorists, and will seek opportunities to work with collaborators to build on that circulation.

B. EVENT PLANNING 2026

Ms. Burnaman said this was discussed under the strategic plan, but if there are any events that the commission would like to include in the strategic plan, she will add them to the notes when she shares the document. She also said if anyone on the commission is interested in assisting in the Earth Day Festival, let her know.

C. BUDGET SPEND PLANNING 2025/2026

Ms. Burnaman presented the budget and asked that a commissioner assist in managing it. She asked if there is a request for spending, but that there is an inventory of helmets and locks, and she would be happy to speak with a commissioner who is interested in organizing the inventory. Ms. Randall suggested purchasing balance bikes for use at the tabling events. Mr. Pacelli reminded the commission that before pursuing any additional micro-grant funds, the existing grant's small balance must be spent. Ms. Stoll said the New Haven Coalition for Active Transportation will be held on Tuesday, December 9, 2025, which is a free event, but she supports spending some of the budget on purchasing Metro-North tickets for any commissioner who would like to attend.

VIII. DISCUSSION

A. REPORTS FROM DEPARTMENT PARTNERS- TMP, HEALTH DEPARTMENT, POLICE, AND OTHERS AS AVAILABLE.

There was no discussion.

B. ADDITIONAL COMMISSIONER COMMENTS

There was no discussion.

VII. ADJOURNMENT

**** MR. PAPPAS MOVED TO ADJOURN.**

**** MS. STOLL SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Dilene Byrd