

**CITY OF NORWALK
BIKE/WALK COMMISSION
REGULAR MEETING
April 1, 2024**

ATTENDANCE: Emily Burnaman, Vice Chair; Manuel Salgado; Christine Bisceglie; Nicholas Pappas

OTHERS: Greg Pacelli; Transportation Planner, Jahliah Green, Health Department; Ben Hanpeter

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>.

CALL TO ORDER

Ms. Burnaman called the meeting to order at 6:00PM.

At roll call there were four (4) committee members in attendance.

PUBLIC COMMENT

There were no public comments this evening.

COMMISSION STRATEGIC PLAN QUARTERLY REVIEW

o Bike/Valet Program

Ms. Burnaman said the bike valet that was purchased and will be used to park bicycles at events in Norwalk and is a free service that will be provided through the Bike/Walk Commission. Mr. Pappas discussed the bike valet logistics and said they are broken into three categories which include supplies, nice to have supplies, and details to run the event. He said there will be a ticketing system that will be very similar to a “coat check” and would like to have two people for two-hour shifts. He suggested designating the racks and ticket numbers as the system grows which would make finding the bikes a little easier, and have the event provide a “perk” for volunteers as a thank you. Mr. Hanpeter suggested researching an electronic system for the ticketing system as a long-term solution.

Ms. Burnaman asked if there is a plan in place to transport the bike racks to and from the events and if the city may be able to assist. Mr. Pacelli said the racks are large so they would need a large vehicle and a lot of the events are held on the weekends so city staff would not be available. Mr. Pappas said he will try and coordinate the pickup before the weekend of the event.

Ms. Burnaman suggested creating an educational video on a “how to” guide for the bike valet and that she and Ms. Green will be connecting to do some social posts leading up to Earth Day but also for Bike/Walk and educational content. Mr. Salgado agreed and said he thinks it would be great to create something that helps people know that these exist and volunteered to help with the video. He also suggested working with some of the vendors at the event to see if they would offer a discount or free items as an incentive for people to use the bike valet. Ms. Burnaman agreed that would be a great incentive especially for businesses in the area that have or want bike racks that they want people biking to and using.

Mr. Pacelli asked if along with the volunteers if someone from the commission would be at the events overseeing the bikes. Ms. Burnaman said it could be set up that way if needed. Mr. Pacelli said, being that it is a commission asset we want to make sure it stays of good quality as well as the bikes themselves.

Mr. Pacelli said he reached out to the city’s insurance department regarding insurance for the bike valet and he will forward Mr. Pappas the email correspondence.

- o Quarterly Newsletter

Ms. Burnaman presented a draft of the quarterly newsletter and said it is specific to this quarter and people have the opportunity to subscribe to email updates and she is working to get them sent out quarterly with relevant event updates, achievements, and active work that is being done as a commission and TMP. She said she will send the draft quarterly newsletter to the commissioners for approval. Mr. Salgado asked when the newsletter will be released. Ms. Burnaman said hopefully before the next meeting.

- o Quarterly Video Review and Approval

Mr. Salgado presented and said the goal is to have the video out before the end of April and the next steps are to record the voice over and get aerial photographs and said if TMP has some aerial photographs that they would like to release he could include that as well. Mr. Pacelli said that TMP staff will review the video and provide comments and will share some ariel videos. Mr. Salgado said he will have the deadline to release the video to coincide with the newsletter.

Ms. Bisceglie said the video is amazing but one thing that gave her pause as a cyclist was that the angle was low and visually felt frightening and suggested it be done overhead.

Ms. Burnaman asked if there is a topic yet for the next video. Ms. Salgado said he thinks the bike valet would be a great one. Ms. Burnaman agreed.

- o Grant Applications

Mr. Pappas provided an update on the grant application and said he did not receive all the quotes he wanted in order to submit the application, but there will be an opportunity again within the

calendar year to submit the application. Ms. Burnaman asked when the next opportunity is to submit the grant application. Mr. Pappas said he doesn't have the specific dates but the application states there are two opportunities to submit the grant application per calendar year, but he will reach out to West Cog to get clarification. Ms. Burnaman said the Safe Routes to School Connecticut may have also applied for the grant.

UPCOMING EVENTS DISCUSSION

o Norwalk Earth Day- April 27th

Ms. Burnaman said she has been working with a team from the Earth Day Planning Committee on planning walks and bike rides to the Earth Day event and she spoke with Mr. Travers today and he has confirmed that he will be doing a similar walk to what was previously done and will be leading people from the library to the green, and Nancy Rosett will be leading another walk from city hall to the green along the NRVt and each of the walks will have an element factor and will encourage people to "get to the green with no machine". She also said that either Ms. Bisceglie or Mr. Williams will be leading the walk from Oak Hills and there is someone from the sustainable streets squad that will be leading a bike party route and then a spirit walk. She said in addition to biking and walking to the green we wanted to incorporate the Norwalk Transit District for the "Wheels 2 You" program and provide public transportation to the green. She said we will need a commitment from the commissioners for the bike valet program as well as to lead a walk or bike ride if interested.

Ms. Burnaman asked if TMP will be participating in the Earth Day event. Mr. Pacelli said he does not think they will be able to have a table at the event because they will not be able to get enough representatives on that Saturday to join, but Mr. Travers will be leading the walk and there may be some additional TMP members on site. He said he thinks it great that all modes of transportation are being offered to get to the event and Mr. Travers will be highlighting the proposed improvements on Wall Street as well as other improvements and staff appreciates all the work the committee has put into this event.

Ms. Burnaman said that she connected with a business owner of the Custom Carts Company, and not only do they have golf carts, but they also have e-bikes, and he may be interested in doing an e-bike ride from Calf Pasture Beach to the green.

Ms. Burnaman asked for an update on the East Norwalk Railroad Station and the walkability in the area. Mr. Pacelli said it is a CTDOT so he will need to confirm with them, and he will respond to the commission via email.

o Open Streets Event- May 4th

Ms. Bisceglie provided an update and said everything has been approved and the sub-committee has been meeting to discuss the event and things are moving along. She said the Kiwanis Club is now on board, and they will be providing the supplies for a bike rodeo which will include a helmet giveaway and will also be partnering with Watch for me Connecticut, Nuvance Health, Norwalk Public Schools, and Safe Routes to School. She said there is a draft of the flyer and Ms. Burnaman is having it reviewed by the city's legal department. Mr. Hanpeter said the flyer had been sent to Ms. Matthews-Woods for input and approval and will then begin to circulate it. Ms. Burnaman asked if the commission has done a bike rodeo in the past. Ms. Bisceglie said "no", but

the Kiwanis club has many times, and she has been a participant along with Ms. Rosett. Ms. Burnaman asked if the city's assistance would be needed for set up and break down of the event. Mr. Hanpeter said we will need to coordinate with DPW for the traffic cones and signs and will be sending an email this week.

TMP PROJECTS UPDATE

a. Tracey School Multi-Purpose Driveway

Mr. Pacelli reported and said last year TMP requested funding to create a multi-use path at the back of Tracey School and have solicited one of our design consultants to put together a multi-use driveway to get vehicles off of the street during pick-up and drop-off times and are currently in the process of finalizing the design plans. He said during non-peak pick-up and drop-off times the multi-use path can be used as a track and could also be a future site for a bike rodeo. He said a new basketball court will also be built as part of this project and will also be incorporating green infrastructure for storm drainage, and the goal is to have this constructed before next school year.

b. Fox Run School Sidewalks

Mr. Pacelli said we are looking to address some of the issues that came up during the walk audit at Fox Run School and this year through the concrete services contractor we are looking at creating a pedestrian sidewalk as well as continuing the sidewalk up Fox Run Road. He said that DPW will also be paving Fillow Street this year so we will be looking to incorporate the bike lanes on Richards Avenue and Fillow Street and will also work with DPW and their paving contractor on the intersection of Betmarlea Road. He said one of the issues that came up was the crosswalk at the front edge of the school as the students currently use flags when crossing for safety so they are looking at shortening the crossing and installing a per-formed thermoplastic crosswalk which will be much more reflective. He said the whole area will look a lot different and the concerns that came out of the walk audit will be addressed and the CTDOT is also pleased with it.

c. West Rocks Road Sidewalk Project

Mr. Pacelli provided an update on the West Rocks Road project and said the CTDOT is administering the grant for the project and it will be combined with a state grant that we had received and will be incorporating sidewalks and raised crosswalks throughout the corridor especially around the schools and have submitted the 30% design plans to the CTDOT and are in the review process and are continuing the design internally. He said the sidewalks will be installed from Cannon Street to Creeping Hemlock and are hoping to have the project out to bid in the fall of 2024 and have the project begin in the spring of 2025.

APPROVE MEETING MINUTES FROM MARCH 4, 2024, MEETING

- ** MS. BISCEGLIE MOVED TO APPROVE THE MINUTES AS AMENDED.**
- ** MR. SALGADO SECONDED THE MOTION.**
- ** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

- ** MR. SALGADO MOVED TO ADJOURN.**
- ** MS. BISCEGLIE SECONDED THE MOTION.**
- ** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:10PM.

Respectfully submitted,

Dilene Byrd