

**CITY OF NORWALK  
BIKE/WALK COMMISSION  
SPECIAL MEETING  
JANUARY 29, 2024**

ATTENDANCE: Tanner Thompson, Chair; Christine Bisceglie; Manuel Salgado; Emily Burnaman; Ben Hanpeter

STAFF: Greg Pacelli, Transportation Planner; Jahliah Green, 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>.

**CALL TO ORDER**

Mr. Thompson called the meeting to order at 6:30PM.

**STRATEGIC PLAN DISCUSSION**

Mr. Thompson said the commission left off in the last meeting of January 3, 2024, by drafting some smart goals to represent the strategic plan. He said he since drafted some additional smart goals for consideration as follows:

- Fairfield County Greenway
  - o Apply for grant to conduct planning and design for a section of ECG/FCG trail.
- Events
  - o Table at 5 community events.
  - o Host an open street event with at least 500 attendees.
- Bike Share
  - o Develop a first draft proposal with a bikeshare vendor and bring it to city officials.

Mr. Thompson said with the goals that were discussed at the previous meeting along with his added suggestions gets the commission to a good representative set of goals. Mr. Salgado said the goals look great and it sounds like the greenway grant is already getting some momentum and agrees having a smart plan for events is valuable.

Ms. Burnaman said the committee could definitely manage a table at more events and both large events such as the Bike to Work week but also the smaller events. Mr. Thompson asked if the committee thought five events would be a good number. The committee agreed that five events would be good.

Ms. Burnaman said she is interested in seeing how bikeshare merges into smart goals. Mr. Thompson said this was a project that was started in 2017 that Ms. Rosett had started and got to a draft proposal that was workshopped with a vendor and had been circulated around the city and he believes it got some amount of approval, but the vendor went out of business and then Covid happened so when he met with mayor eight months ago he asked that the commission restart that work. Mr. Burnaman asked if scooters would be an addition to the bikeshare. Mr. Thompson said that would most likely be something completely separate from the existing scooter share but could specify a docked bikeshare and would have a better chance of being approved. Mr. Thompson said the way it had worked in the past is to work with a vendor on a proposal and then put out an RFP and he has already met with several vendors. He said the goal for 2024 would be to continue the conversation with the vendor and develop a first draft proposal and share it with TMP and the mayor. Ms. Bisceglie said the original proposal was a slow rollout and would begin at the train station. Ms. Green said she thinks the bikeshare is a good smart goal that can definitely be achieved.

Mr. Thompson asked if the committee if the smart goals that he has drafted represent the things the commission would want to prioritize and hold accountable for 2024. Ms. Bisceglie said the list looks great but asked if pursuing a bike friendly award should be included. Mr. Thompson said he thinks we need to wait until it has been publicly announced what the award for this year is, but independent of that could add a goal to improve upon whatever we get this year.

Ms. Burnaman said that since Ms. Bisceglie is a league certified instructor and is able to teach courses if we would want a person to have that as a goal for 2024. Ms. Bisceglie said that she would teach a class and should have LSI instructors, which would certainly help with the award.

Ms. Burnaman said with the videos and social posts that the committee is doing she would like to have a goal to have a newsletter go out every quarter.

Mr. Thompson said he wonders if now would be a good time to pivot towards categorizing the goals and or assign them to people to see how they relate to each other. The commission categorized the goals and assigned them as follows:

- Education, Outreach and Awareness
  - Safe Routes to School
    - Become acquainted with the Safe Routes to School Program. (Manny)
    - Get a Safe Routes to School Speaker to a meeting. (Greg)
- Social Media
  - Post Educational Material (either reshared or original content) one every two weeks. (Emily & Jahliah)
  - Post one video every quarter. (Manny)
  - Send out one email newsletter every quarter (Emily)
  - Publish all educational materials & social media posts in Spanish (Emily & Christine)

- Events
  - o Provide Bike Valet service at 3 events in 2024.(Nick)
  - o Table at 5 community events. (Nick)
  - o Host an open street event with at least 500 attendees (Christine)
  - o Cohost one event in 2024 with a community group that represents an underrepresented population. (Christine)
- Accountability (stay aligned with Strategic Plan progress) (Tanner)
  - o Check in once/quarter during BWC meeting.
  - o Check in once/year with the mayor.
  - o Report one/year to the Common Council
- Fairfield County Greenway
  - o Apply for grant to conduct planning & design for a section of ECG/FCG Trail (Tanner & Emily)
- Bikeshare
  - o Develop a first draft proposal with a docked bikeshare vendor and bring it to city officials (Tanner)
- Diversity/Representation
  - o Publish everything in Spanish (Creole)
  - o Cohost one event in 2024 with a group that represents an underrepresented group.
- League of American Bicyclists
  - o Improve upon 2023 BFC award. (Tanner & Christine)
  - o Get one more LCI (Emily and Christine)

Mr. Thompson suggested that the smart goals be presented at the next commission meeting and asked that each person write some bullet points on how they think we are going to achieve this goal in 2024.

### **ADJOURNMENT**

**\*\* MS. BURNAMAN MOVED TO ADJOURN.**  
**\*\* MS. BISCEGLIE SECONDED THE MOTION.**  
**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:30PM.

Respectfully submitted,

Dilene Byrd