



Bicycle & Pedestrian Committee

City of Watertown
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COMMITTEE MEMBERS

JAMIE BURKE, CHAIR
SHEILA FAY
TOM FLOROS (Interim Chair)
SHANTA KELLER
AMY PLOVNIK
HANNAH RAKOFF
MARIA SAIZ
JENNY WANG

MEETING MINUTES

The Bicycle & Pedestrian Committee met via Zoom on Monday September 9, 2024 at 7:30 p.m.

Present: Hannah Rakoff (acting chair for this meeting) Sheila Fay, Maria Saiz, Shanta Keller, Amy Plovnick, Jenny Wang; staff: Zeke Mermell; visitors: Stephen DeCamp, Eileen Botti; not present: Tom Floros, Jamie Burke.

1. Acceptance of August 5, 2024, minutes: so moved and accepted.
2. Working Group discussions:
 - a. Faire on the Square: Jenny: in good shape, email about staffing table. Zeke getting leg/arm bands, Jenny designed a sticker for the Fair: Committee approved motion for design, Zeke will get printed. Bluebikes gave code for 1 free unlock: from 9/21 to 9/25. Info on biking will be on social media. Committee's portable bike racks will be there. Amy designed a handout with some info on what is going on in Watertown. Discussion about adding 1 more item: decided on adding info about access to the River – Jenny will write up a few points & send to Zeke, run by colleague, send to Amy early next week. Zeke will get printed for Saturday.
 - b. BPC website updating
 - c. Bike parking guidelines: Hannah: mostly done, Zeke & Gideon working on specifics about space.
3. Events:
 - a. Metz Day (discussion follow-up): Zeke to go back to Tom about this
 - b. Watertown Arts Market (debrief): bike racks were used, easily setup & broken down by staff there. Shanta has photos showing bikes on the racks.
 - c. MAPC "Watertown Connections" bike ride (debrief): Shanta: good turnout & mix of different groups of people. Went all across town, saw old & new bike infrastructure, including new trails & parks.
4. Safe Routes to School:

Updates- lots of discussion about this in town, event at Library that went well for young kids.
5. WBPC update to at City Council November 12, 2024, meeting: planning presentation, and potential change in meeting the presentation would happen during to coordinate about (see past docs for reference). October in-person meeting to plan in depth?

Some discussion regarding moving to later date, possibly January. Meeting with Tyler Globe in December, need planning time. Council meeting in January not on calendar yet, but after our Jan meeting. Motion approved to move Council event to end of January. Set up Working

Group: Maria, Hannah & Sheila: will compile a list of presentation items to City Council, and community. Send any input to Zeke to give to us. Zeke to check if 3 people okay. Get info collected before December.

6. DPW Coordination: meet & greet w/ City Engineer Tyler Glode at 12/2 (in-person); put together list of issues to discuss (e.g. intersections; letter sent to DPW): will be focus of October meeting. Meet in person.
7. Complete Streets Working Group: working with DPW, City will roll out a plan. Committee will have a seat at the table: in the past was Andy as chair. Jaime or Tom voted in by WBPC.
8. BPC Fact Sheet: discuss feedback: done
9. BPC branding & banners: discuss next steps, and to have a logo to use consistently (e.g. for event requests). Zeke showed different logos we've used in the past. Want to get a consistent brand. Logo used for Get Out Your Bike Event was a City's Bike/Ped Plan design. Logo needs word "Committee" added to the design. Follow up next month to confirm.
 - a. Not everyone has seen, so will send out in email, talk about it next meeting. Logo was requested for event coming up.
10. Identify locations where infrastructure can be improved for pedestrians &/or cyclists. Including identifying specific, low-cost improvements & related coordination. Started because request by citizens for a crosswalk but told couldn't be done. Think about where we could suggest improvements. Move to discuss re: DPW meeting.
11. Traffic Commission: gain a broad understanding: Tom suggested good idea know more what TC does. Zeke will push off till Tom is available.
12. Update on Bike/Ped Committee size & filling empty seat: Jesse Hammond stepped down, has vacant seat, City hoping to fill soon. More info TBD.
13. Meet & greet (esp. snow removal ordinance enforcement discussion) with Public Engagement Specialist Tyler Cote: working on snow removal public communication. Amy suggested we meet but now suggesting we do as follow-up after this year to see how rolls out.
14. Documentary screening solicitation "The Street Project" (idea for event): Zeke said producer got in touch about it. Would Committee be interested in collaborating with other interested groups to do an event around it? No timeline yet established, just to brainstorm. Zeke will see if support among others in City to support and will ask timeline.
15. Member items/New business:
 - a. Maria: heard State has awarded transportation grants. Did Watertown get any? Zeke will get the info out to us once official, upon confirmation this would be a future meeting agenda item.

UPCOMING EVENTS:

- 10/7/24: Next Bike-Ped Committee Meeting, in person, 3rd floor conference room
- 9/21/24: Watertown Faire on the Square
- Wednesdays through October: Farmers Market