



Bicycle & Pedestrian Committee

City of Watertown
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COMMITTEE MEMBERS

JAMIE BURKE, CHAIR
EILEEN BOTTI
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 November 18, 2024 at 7:30 p.m.**

Present: Tom Floros (acting chair), Jamie Burke, Hannah Rakoff, Sheila Fay, Maria Saiz, Eileen Botti, Shanta Keller, Amy Plovnick, Jenny Wang, Zeke Mermell (staff), Bob Shay (visitor)

1. Acceptance of 10/28/24 minutes: so moved and accepted
2. Working groups:
 - a. WBPC website: Tom wrote up a description of what committee does for the website. Comments: we don't develop guidelines for pedestrians. Safety of roadways actually deals with all roadway users. We participate in development of design guidelines, review developments for impacts on walking & cycling. Add financial aspects why environment that supports pedestrians & cyclists helps businesses.
3. Portable bike racks: Tammy McKenna, events manager at Commander's Mansion, mentioned having racks at Merry Mingle. Event: 4-8pm. Sheila will be in touch with Tammy to show how to set up and drop off the racks. History of bike parking from Halloween event. Publicize the bike parking. Stephanie Venizelos is happy to collaborate on bike racks.
4. 2025 Meeting schedule: schedule to be sent out for 1st Mondays in the month at 7:30pm, sometimes in person, sometimes on Zoom. Any logistics issues to be worked out, send input to Zeke.
5. WBPC: presentation/update to City Council: working group meeting next Tuesday. Input from Eileen & Jenny, and Zeke is compiling. Better to talk next time about input.
6. DPW Coordination: meet & greet next meeting: 12/2/24 meeting with City Engineer Tyler Glode:
 - a. Helpful to have open-ended issues to bring up with him.
 - b. Hear from him about what his priorities are.
 - c. How do they work & where do we fit in their decision making?
 - d. What is his understanding of mobility issues.

- e. What is his understanding of our committee's role and how does he see as the best way to work together, what is our scope with DPW?
- f. Complete Streets Plan: bike/ped & Tyler will have a role.
- g. What are his priorities about snow removal on sidewalks – is that his purview?
- h. Search for new DPW Superintendent.
- i. How See-Click-Fix is working, following up on issues.
- j. What challenges DPW is facing.

Tom to clean up list and send list to Tyler so he can look it over before the meeting.

- 7. WBPC branding: choose the final logo to use consistently (e.g. for event requests). Final logo: Jenny to talk with City employees regarding our logo. City mentioned we would use the City colors for the logo. Jenny needs time to play with colors and see how it works. Incorporate city secondary & tertiary colors. Will mock up several different sizes for all situations. It would be nice to have them as stickers for the bike racks.
- 8. Traffic Commission: gain a broad understanding of membership and their primary objectives. Zeke: 2 new positions still open. Traffic commission: an official City body; regulatory duty: signs on streets: i.e. parking, curbside. Meetings as needed, typically during the workday, not on a regular schedule. Discussion about when meeting since has been in late afternoons in the past. Noteworthy re: impact on participation. 9 members, including Chief of Police, Chief of Fire, DPW chief, City Engineer, DCDP Director (Steve Magoon), 1 City Council member, resident member, and 2 new positions. Can be on more than 1 commission/committee, so apply if interested.
- 9. WBPC appointments: terms ending in 2025: 3 appointments up for renewal. Tom, Amy, Maria all want to serve another term.
- 10. Planning for and finalizing February 2025 for meet & greet with Public Engagement Specialist Tyler Cote (esp. snow removal ordinance enforcement discussion). Zeke: Tyler sent email to Zeke today. Will tentatively block off time for meet & greet. Tyler sent email today about snow removal ordinance to WBPC. He also sent out an update on Citywide efforts.
- 11. Watertown Square Area Plan: bicycle & pedestrian-related general feedback discussion: big milestone: City Council approved re-zoning; resources at Watertown Square website including bike parking that we worked on. Not sure when developers will be required to deal with these requirements including in other areas of the City.
- 12. Member items/New business:
 - a. Knowing what issues are in See-Click-Fix and can we find out from Tyler what they are and if there are issues that aren't in there because they are too big.

UPCOMING EVENTS- 12/2/24, 7:30pm: Next Bike-Ped Committee Meeting: in-person, 3rd floor conference room at Watertown City Hall