



Bicycle & Pedestrian Committee

Town of Watertown
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COMMITTEE MEMBERS

ETHAN DAVIS, CHAIR
ANDREW COMPAGNA
NICK CUTIA
SHEILA FAY
JANET JAMESON
PETER KEPPLER
MARIA SAIZ

October 2015 MEETING MINUTES

Attendees:

Committee Members: Ethan Davis (chair), Shiela Fay, Janet Jameson, Maria Saiz, Nick Cutia, Andy Compagna, Peter Keppler
Guest: Lisa Feltner

1. **Approval of Minutes:** Minutes of previous meeting were approved.
2. **Recap of Faire In the Square:** Gave away over 100 helmets, nice feedback on stickers, Common St. redesign comments were largely positive. If anything, people are somewhat concerned about taking away one lane going from Common St to Mt Auburn. Discussed ways to mitigate - light timing, one way designations, etc. Small business owner inquiry on bike rack installation on Mt Auburn St. in East Watertown - south side.
3. **Discussion of Committee's Mission and Role:** Ethan opened mentioning how members have noticed a lack of direction or focused action at meetings. - That there is useful discussion at meetings but not much follow through between meetings.

- a. **Defining our mission;** Andy spoke about need of a mission and vision statement. - and how from there strategic goals start to fall out of them. He brought an example of structure documents for our review.

Ethan pointed out view that we are a committee of the Town Council. Can Committee come out contrary to individual members of Town Council. What does that mean? A question is whether Bike/Ped has a charter/mission statement. Maria said the committee was created via a Town Council ordinance, and that a charter came out of that. Peter mentioned concern that if we tried to execute or be involved in all the issues we discuss in meetings that we would spread ourselves too thin.

Ethan and Maria pointed out that we have two openings on the committee and are particularly lacking a skillset in having lost Mike Izzo and his urban planning background.

- b. **Short term and long term goals;** Ethan requested that we each brainstorm 3 items that we are passionate about to bring to the November meeting to help focus the committee's advocacy efforts.
- c. **How the committee can be more effective;** Ethan expressed desire to see committee time spent discussing activities members have undertaken outside meeting time. Andy brought up the idea of applying Roberts Rules of Order to maintain focus and structure of committee meeting discussions. Giving the liaison to the town planning office a set time allocation and agenda item for delivering his items or updates.

- d. **How members can be more effective;** the committee should have a list of various town people involved with myriad town organizations and initiatives to help centralize our common knowledge base and be more effective in our dealings with them and their/our initiatives.

Janet is going to search for the original charter. Andy is going to do a draft of a mission statement for discussion working with Maria and Janet.