

**Westwood Pedestrian and Bicycle Safety Committee
July 1, 2015 Meeting Minutes**

| Committee Members | |
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| <i>Appointed by Board of Selectmen</i> | <i>Ex Officio</i> |
| David Atkins, Chair Michael Kraft, Vice Chair Enkelejda Klosi, Secretary Virginia Lester George Lester Lucy Maroun Bob Rich Steve Olanoff David White | Abigail McCabe, Town Planner Sgt. Paul Sicard, Westwood Police Department Michael Jaillet, Town Administrator Todd Korchin, Public Works Director |

Attendees:

Members Present: Dave Atkins, Kela Klosi, Virginia Lester, George Lester, Bob Rich, Mike Kraft

Ex Officio and Others Present: Abigail McCabe (Town Planner) and Nora Loughnane (Director of Community & Economic Development).

Reorganization of Chair, Vice Chair, Secretary:

On a motion made by Ms. Lester, seconded by Mr. Kraft, the Committee nominated and unanimously voted to approve Dave Atkins as the Chairman.

On a motion made by Chairman Atkins, seconded by Mr. Lester, the Committee nominated and unanimously voted to approve Mike Kraft as the Vice Chairman.

Chairman Atkins asked if Ms. McCabe, Town Planner, would be willing to serve as the Committee's secretary to help with meeting notices, posting agendas, and preparing the meeting minutes. Ms. McCabe responded that she would give it a try but may not be able to attend all meetings. She also suggested changing the meeting times to 7:00 pm instead of 7:30 pm.

On a motion made by Chairman Atkins, seconded by Ms. Lester, the Committee unanimously voted to approve Ms. McCabe as the Committee's secretary.

The Committee agreed to try meeting at 7:00 pm and keep the meeting days as the first Wednesday of the month. The next meeting is planned for Wednesday, September 2 and that is the last meeting before Westwood Day.

Committee Role & Relationship to Planning Board and Canton-Everett-Forbes Traffic Calming:

Ms. Loughnane, Director of Community and Economic Development, explained that this Committee was established around 2009 when it used to be the Traffic Safety Committee but then officially became the Pedestrian Bike Safety Committee to serve as an advisory subcommittee of the Planning Board. The purpose of this Committee is to give recommendations to the Planning Board on pedestrian and bike safety related matters and current applications before the Planning Board. When issues or topics come to this Committee there should be a vote to forward to the Planning Board. Any official action or comments should be forward to the Planning Board's staff, Ms. McCabe, and she will get it on an upcoming Planning Board agenda. For example, with the Canton Street traffic calming comments should

be reviewed by the Committee, voted on, and then forwarded to the Planning Board, then the Planning Board will decide what to do by taking action to forward to the Selectmen in the example of the Canton Street traffic calming project. If the Committee does not have a meeting scheduled but members wish to comment on an application before the Planning Board, comments can be submitted to Ms. McCabe as individual comments, not necessarily comments that represent the full Committee. Ms. Loughnane further explained that the purpose of the traffic calming project is to slow traffic and was not necessarily a complete streets project. The Board of Selectmen is the street commissioners and they recently made some changes to this project but are keeping most of the island dividers. Additionally, Ms. Loughnane noted that a proposal for the redevelopment of the northwest corner of Washington Street in Islington will be coming forward for a new mixed use building with retail and upper story residential.

Chairman Atkins added that issues before this Committee could be referred to the Planning Board and if necessary some issues could be referred to the Police or Department of Public Works (DPW) to be investigated if it were something that didn't need to go to the Planning Board. Essentially, this Committee serves as a resource to investigate and channel concerns and act as a path into the process to help find a solution.

The Committee discussed ways to be an effective outlet such as the Facebook page, Westwood connection, the Westwood Bulletin board and tried to brainstorm other ways to spread the word about the Committee.

Ms. Klosi asked at what stage the Islington proposal was at and Ms. Loughnane responded that the developer is in the concept stage now but would likely be ready to move forward with an application to the Planning Board in the fall.

CTPS Traffic Study of High St. at Nahatan St. and High St. at Pond St.

Chairman Atkins said that the Committee should provide comments to the Planning Board and the Planning Board could then send comments relative to the CTPS traffic study to the Board of Selectmen. He summarized the study's recommendations. A couple Committee members liked the flashing traffic light (alternative 5 concept) while Mr. Kraft and Ms. Loughnane liked alternative 3. It was clarified that this was a state funded study and there is no timing for or funding yet for the actual construction. Mr. Kraft suggested getting comments from the Public Safety Officer, Paul Sicard. Ms. Klosi asked about the counts for the pedestrians walking at these two intersections compared to the drop-offs because the comparisons would help prioritize which intersection and alternative is the best alternative and should be done first. It was noted that the estimated cost for the traffic signal alone was \$1.5 million.

This discussion was continued to the September meeting where Steve Olanoff, Paul Sicard, and Todd Korchin could hopefully attend or provide comments.

Minutes

On a motion made by Mr. Kraft, seconded by Ms. Lester, the Committee voted to approve the minutes from June 3, 2015 as written.

Planning for Westwood Day

The Committee discussed having the free helmet give away at Westwood Day like last year. Member David White provided helmets last year, which was very popular with a long line but the helmets ran out pretty early in the day. It was suggested to check on the number given out last year and to try to increase

that number if possible and make known that helmets would be limited. Ms. Lester added that Norwood recently hosted a bike safety day and had a free bike mechanic available and donated bike material.

Old Business:

DPW and Police Updates

No updates were discussed.

Westwood Complete Streets Policy

Ms. McCabe stated that the Complete Streets Policy that the Committee finalized has been provide to the Planning Board and will be reviewed by the Board at their August 18 meeting. Mr. Rich agreed to attend the Planning Board meeting for this item.

Resident Concerns Around Schools

A member asked about updates on the redesign of the East Street Bridge. It was also suggested that the green lights be changed to yellow at the East Street Bridge during the construction of the new fire station. Ms. Lester also suggested creating maps of walking trails similar Lexington's trail map, which she distributed.

On a motion made by Chairman Atkins, seconded by Mr. Kraft, the meeting adjourned at 9:20 p.m.

Respectfully submitted,

Abigail McCabe

Secretary