

**Town of Westwood  
Pedestrian & Bicycle Safety Committee  
Thursday, August 4, 2022  
Meeting via Zoom**

Committee Members in Attendance:

Chair Michael Kraft, Vice-chair Enkelejda (Kela) Klosi, Steven Olanoff, David Atkins, Tom McShane, Maria Constantini, Mike Tinsley.

Ex-officio: None

Residents in attendance: None participating

Chair Kraft called the meeting to order at 7:30 pm and announced that the meeting would be recorded via Zoom.

Selected to record minutes: Steve Olanoff

Planning Board Report

- None

DPW Report

- None

Police Department Updates

- None

Bylaw Revisions

Mike Kraft presented proposed revisions to the bylaws of the Committee to address the lack of a quorum at recent meetings because of turnover of members, clarify membership from school PTOs, and set the timing of annual election of officers.

**Motion** made by the chair, seconded by David Atkins, and **passed** 5 to 0 to accept the following changes to the bylaws of the Pedestrian and Bicycle Safety Committee:

- A. Article III, Section 1 – The line regarding PTO membership is deleted and replaced with the following: “Each school PTO that is interested in participating may appoint one member and one alternate.” Explanation: The language as it currently reads is ambiguous and may be interpreted to mean that there must be PTO membership. However, except at the very beginning (years ago), the PTOs have not been interested and have not appointed members.
- B. Article IV, Section 4 – change the election of officers to read that officers shall be elected at “the first meeting immediately following the start of the fiscal year.” Explanation: We typically meet at least monthly, so there would be two meetings before the September meeting. However, we have historically chosen the officers at the first meeting following the start of the fiscal year.

C. Article V, Section 3. Change the quorum to 3 members from 5. Explanation: In the past several months, we had considerable attrition that dropped us to just three members. This forced us to stop holding meetings. If the quorum requirements were reduced, this would not have happened. We understand that most boards and committees in Town only require three members to form a quorum, so this would be consistent with the others.

### Elections

Elections were held for committee officers for the ensuing year. Michael Kraft was elected Chair and Steven Olanoff was elected Vice-chair, by unanimous vote. No one agreed to run for Secretary, so the Chair will appoint people on a rotating basis from the committee to take the minutes at each individual meeting until someone becomes interested in the position. He appointed David Atkins to take the minutes at the next meeting.

### Future Meetings

Discussion was held on whether future meetings should be in person, remote, or hybrid. It was agreed to attempt to hold future meetings in person, but with the Chair having the discretion to change it back to a remote meeting if conditions warranted it when the next meeting approached, given the notification restraints.

### Next Meeting

The next meeting was set for Wednesday, September 7 at Carby Street after a poll of members determined that would be a good date. The Chair was given the option to change it back to a remote meeting if necessary. Steve Olanoff was assigned to reserve the meeting room and notify the ex-officio members.

### Gay Street Sidewalk

The Gay Street sidewalk project was again discussed with the hopes that the project would come up again in the near future for consideration and placement on the Town budget. There was considerable discussion on the safety and other merits of the project and how it fits into the spending priorities of the Town.

**Motion** made by the Chair, seconded by Tom McShane, and **passed 5 to 0**:

The committee recommends the Select Board include an article for funding the construction of the Gay Street sidewalk on the warrant for the next possible town meeting.

### New Business from residents in attendance

- None

### Old Business

- None

### New Business

- Members asked about Hale's proposed Conservation Restriction, what it is, and how the committee should be involved. Steve Olanoff will arrange for a presentation by Hale at the next meeting.

## Minutes

The committee **voted** 3 in favor and 4 abstaining to **approve** the minutes of the 01/27/2022, 03/03/2022, and 04/28/2022 meetings.

Next Meeting: As previously agreed, the next meeting was set for in person on Wednesday, September 7, at 7:30 at the Carby Street meeting room.

Adjourn by 9:00 pm