

## **Meeting Minutes**

### **Salem Bicycling Advisory Committee**

Tuesday, July 17, 2018, 6:30 p.m.  
City Hall Annex, 98 Washington Street  
First Floor Conference Room

Members Present: Richard Frank, Dan Shuman, Jayne O’Leary, Eric Papetti, Ray Swartz,  
Kylie Sullivan, Michael Williamson

Members Absent: Joseph O’Neill (Chair), Michael Jaros

Also Present: Tom Devine, Senior Planner

Papetti calls the meeting to order.

#### **Bicycle Master Plan Update**

Devine reports that the Steering Committee reviewed Toole’s proposed prioritization scheme to apply to their list of recommendations. Members discuss the process and what the outcome may look like. Papetti says strong buy-in is needed from the Planning Board and the Mayor.

Williamson says he is concerned that the model considers speed limits, it doesn’t consider the fact that some places have a lot of speeding over the limit. The Committee discusses the makeup of the Steering Committee. Williams suggests coordination with the Harbor Plan. Sullivan asks whether all of the Planning Staff will be informed about the plan. Devine says that staff share their projects at staff meetings and in general.

#### **Salem Bike Share Program Update**

Devine states that ridership continues to increase and projects that there will be 1,000 rides just this month. That is about 34 rides per day. Total rides since system inception recently surpassed 5,000. Salem is exploring another expansion of the system, but is not ready to present details. Frank asked whether rider comments are available. Devine says Zagster surveys riders and sometimes shares highlights with the City. Zagster has very detailed rider data that is available upon request. The Committee expresses interest in inviting a Zagster representative to present their data and plans at a future meeting. Papetti asks about promoting Zagster on the Salem Ferry. Devine states that he provided rack cards to be placed on the Ferry and at the terminal. Papetti says he would like to see something more, such as a poster or web interface.

#### **Bike Parking Policy Strategy Discussion**

Devine reports that he has been researching bike parking guidelines to supplement the scope of the Bike Master Plan consultant. He has been in touch with contacts suggested by Papetti who have been involved in setting and implementing such standards and has reviewed ten or so municipal ordinances and guideline documents. Most standards are triggered by renovation, new construction, or change in use and break down their standards by land use, such as car parking standards do. Most differentiate between short-term parking for visitors and more secure long-

term parking for residents and employees. The standards typically also have requirements for types of tracks and dimensional standards for their placement.

Devine says he is not proposing an ordinance at this time, although this research would support such an endeavor if the City were to pursue it. And none of this work will preclude a zoning ordinance. Devine distributes Cambridge's bike parking guidelines brochure as an example of what could be done. Devine sees the goal as having a guidelines document to help the Planning Board know what specifically to ask for and it would allow developers avoid having to start from scratch and research bike parking options for every project.

Williamson says he believes the City needs to have more public racks than it currently does. Frank also laments a paucity of downtown public racks. O'Leary says she has seen people struggle to find bike parking in Salem. Papetti confirms that the guidelines would be for private developments. Devine says this is correct. He notes that Dan Shuman said at a previous meeting that he wants to be sure there isn't an excessive burden on small shops.

Papetti and Devine discuss options to engage the Planning Board. Devine says he will pursue that, but wants it to be understood that he does not control the Planning Board. So engaging them could be anything from presenting formally at a Planning Board meeting or consulting with the planner who staffs the boards. Devine says he will return to the Bike Committee with specific proposed guidelines.

### **Discussion of Osborne Hills Subdivision Plans**

In response to past requests from the members, Devine assembled the approved trail map. Members discussed the trail routes and connectivity. Members requested further information about the trail design and when they are required to be built. Devine says he will obtain that information and email it to the Committee.

### **Miscellaneous Updates**

Papetti says he heard there was a meeting scheduled for the stakeholders group to review the Essex Street improvements (North Street to Washington Street). Sullivan says that the meeting was postponed. The Committee discusses the possibilities for the improvements.

Swartz expresses continuing concern about how long the work is taking at the intersection of Canal, Loring, and Jefferson.

### **Meeting Minutes—April 24, 2018**

Williamson motions and Frank seconds to approve the minutes. All vote in favor.

### **Adjourn**

Williamson motions and Frank seconds to adjourn at 7:48pm and all vote in favor.

Approved by the Bicycling Advisory Committee on September 18, 2018.