

Salem Bicycling Advisory Committee
Draft Meeting Minutes
Monday, August 15th, 2016

A meeting of the Salem Bicycling Advisory Committee was held on Monday, August 15th, 2016 at 7:00 PM in Meeting Room 311 at Salem City Hall Annex, 120 Washington Street.

Members Present: Dan Shuman, Michael Jaros, Michael Williamson, Joseph O Neill, Kylie Sullivan, Richard Frank, Eric Papetti

Also Present: Jeff Elie, City of Salem Staff Planner

Members Absent:

Invited Guests: N/A

Public in Attendance: N/A

Richard Frank called the meeting to order at 7:07 PM. He acknowledged those members absent and present for the record.

July 18, 2016 meeting minutes approved with corrections.

Williamson motioned, Papetti seconded, all approved.

1. Public Comment

2. New/Old Business

D. Shuman motioned that this meeting and all future meetings of the Salem Bicycling Advisory Committee will end promptly at 8:30 pm, thus keeping meetings from lasting longer than 1.5 hours.

K. Sullivan seconded, all approved.

Update on Canal St. Off-Road Path -

Canal St. Roadway Project and Off-Road Path

State signed contract with City to begin construction November 2016. Sidewalks and curb construction to begin Spring 2017.

Northern portion of off-road path clearing will begin Winter 2016. The MBTA agreements for the path are in place. Path from Downtown to Roselyn/Canal cross-street will be constructed in the Spring 2017 as well

Southern 0.5 mile portion of Path, from Roselyn to the existing Marblehead Rail Trail at Gardner Mattress design is currently under review and the MBTA is working with Keolis on the relocation of the rail spur and moving rail switch equipment and utilities

- This portion of the path has a cost estimate of \$2.5 million and is included in the MassDOT 2019 TIP funding; design is at 25%

Connection from path start behind Domino's Pizza at Mill St still needs to be made so users can get off the path and go through Downtown and to the MBTA station.

E. Papetti – Move that the SBAC engage with the Planning Board and designers of new Riley Plaza Hotel development to keep a create a connection from new bike path that starts at Mill St. behind Domino's through Riley Plaza and connect with new on-street bicycle infrastructure on Washington St.

New Bike Share Discussion

The discussion centered on keeping the maintenance and day-to-day operations of the new bike share as local as possible to support local businesses. This may include hiring local bike shops or transportation services for fixing bikes, redistribution of bikes from hub to hub, etc.

Sponsorship of bike share discussed. Local businesses could contribute monetarily to the program and the program could advertise their business using on-bike branding. Branding could also go on the permanent rack hubs, website, or promotional materials.

Cost of bike share is approximately \$30,000/year for three stations with a 3-year commitment

Zagster takes care of all the service, moving bikes to make sure stations are adequately stocked, technical service such as sign-outs, GPS tracking, locks, etc.

Takes responsibility away from the City for maintenance

City needs to develop an RFP for procurement

- **J. Elie** – will send draft RFP to SBAC members for input and an RFP will be issued to properly procure a bike share vendor

Bike Master Plan Planning update

Bike Master Plan update can be funded through a \$25,000 CIP Engineering allocation

Hold a workshop to brainstorm ideas for new plan – public meeting

- Visioning meetings with Bike Committee

VHB working with City on other bike infrastructure design but Committee should also look to other firms for proposals including:

- Kittelson
- Nelson Nygard (sometimes partner with VHB)
- Toole Design
- Alta

Actions

J. Elie – to provide SBAC with examples of Bicycle Planning firms' work to get a reference for what we can expect for the Master Plan process

J. Elie – will send draft RFP to SBAC members for input and an RFP will be issued to properly procure a bike share vendor

Meeting called for adjournment at **8:33** by M. Williamson. Seconded by . Jaros

Respectfully submitted by:

Jeffrey Elie,
Energy and Sustainability Manager