

**Town Administrator's Advisory Committee on Pedestrian Bicycle Pathway
Minutes of the Meeting on Wednesday, December 16, 2020**

(Zoom Remote Public Access Meeting)

Members in Attendance: David McPherson, Chair; Ken Cheitlin, Clerk; Mark Emmons; and George Slade (Members absent: John Carroll, Vice Chair)

Others in Attendance: Timothy Lydon

The meeting was called to order at 6:03 p.m. by Mr. McPherson.

Public Comment: None

Approval of the minutes: *A motion to approve the minutes of the Committee's November 18, 2020 meeting, with one change from "Mr. Lydon" to "Mr. McPherson," being the person to reach out to Steve Tupper, was made by Mr. Emmons and seconded by Mr. Slade. The motion passed, 4-0.*

Updates on Phase 1: Mr. Lydon reported that DCR is not planning to take responsibility for maintenance of the BRT. The Town Administrator has sent a letter to DCR requesting a discussion about that position, with a view toward reversal. Mr. Lydon also reported that the design public hearing will hopefully occur in January, 2021; however, there has been some suggestion that MassDOT is "putting the brakes" a bit on the project. It is not clear why that might be the case. The 75% design is required by MassDOT to be submitted by October, 2021, although the plan is to submit in advance of that date. VHB is contractually obligated to complete the 75% design by the end of June, 2021. Mr. Lydon reported that MassDOT is rolling out milestone requirements in order for projects to be added to the TIP.

Updates on Phase 2: The revised concept plan is in for review by MassDOT and MassCoastal. In terms of design, Mr. Lydon reported that the town is not interested in any eminent domain takings, which will require retaining walls which are major cost escalators.

Updates on Phase 4: Mr. Lydon confirmed that a joint PNF for Falmouth's extension of the Shining Sea Bikeway and Phase 4.b. of the BRT has been filed by the Cape Cod Commission. It is expected that the PNF will be considered by MassDOT's Project Review Committee this month. An access permit has been applied for, which, when issued, will permit a survey and wetlands delineation to proceed. It is anticipated that 25% design will be completed by June, 2021.

Discussion of Phase 3 PNF: Mr. Lydon reported that, at MassDOT's suggestion, the town has decided against filing a PNF for this phase at this point. That decision will be revisited if and when the town decides whether or not to apply to MassTrails for funding for the design of this phase.

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Discussion of 2021 MassTrails Grant Program: Mr. McPherson presented his updated spreadsheet on design funding. Discussion followed on the use of funds to be included in the anticipated upcoming MassTrails grant application. It was agreed that, if the \$150,000 awarded at the last special town meeting funds completion of Phase 1 design, 75% of Phase 4.b., and 25% design of Phase 2, as anticipated, the next priorities would be completion of Phase 4.b. design and continued work on Phase 2 design. It was agreed that, by the next meeting, Mr. Lydon would have cost estimates in hand from VHB to permit the Committee to make a recommendation to the town on the amount of, and purpose for, a new MassTrails grant application. In the interim, Mr. Lydon will begin preparation of the grant application, with the \$150,000 granted at the special town meeting as the required match.

Commission on Disabilities meeting Jan. 21, 2021: Mr. McPherson reported his having been approached by the Commission, whose members are interested in ensuring attention to disability issues in the construction and operation of the BRT. Mr. McPherson will attend the Commission's January meeting. Discussion followed of the idea that the next MassTrails grant application could include a request for funding to analyze ADA accessible parking options for the BRT.

Discussion of committee's future role: The Committee members considered whether or not to request an expansion of the Committee's role, to include bicycle and pedestrian matters beyond the BRT. It was agreed by all members, with Mr. Lydon's support, that, for the time being, the Committee's focus should remain on the BRT.

Future meeting dates: January 20, 2021, February 17, 2021, and March 17, 2021, each at 6:00 p.m., at the Pocasset Community Building or as a Zoom remote public access meeting, depending on the state of pandemic-related restrictions.

Adjourn: *Motion to adjourn was made by Mr. Emmons, seconded by Mr. Cheitlin, and passed, 4-0, and the meeting was adjourned at 7:03 p.m.*

Respectfully submitted,

Ken Cheitlin, Clerk

These Minutes were approved by a 4-0 vote of the Members, with one abstention, on January 20, 2021.