

**Town Administrator's Advisory Committee on Pedestrian Bicycle Pathway  
Minutes of the Meeting on Wednesday, January 2, 2019**

**Pocasset Community Building**

Members in Attendance: David McPherson, Chair; John Carroll, Vice Chair; Mark Emmens;  
George Slade; Ken Cheitlin (Members Absent: none)

Others in Attendance: Glenn Cannon; Michael Rausch

1. The meeting was called to order at 6:02 p.m. by Mr. McPherson.
2. There were no public comments.
3. Approval of the minutes from December 12, 2018: *A motion to approve said minutes, with minor corrections, was made by Mr. Slade and seconded by Mr. Carroll. The minutes were approved unanimously.*
4. Discussion relative to potential MassTrails grant application: The Committee members discussed the latest draft of the application and the steps needed to prepare and timely submit the final application. There was discussion of the grant amount and the additional documents needed for the application, including a project budget and timeline (to be prepared by Mr. Cannon). It was agreed that all members' comments and revisions to the draft application should be submitted immediately to Mr. Cheitlin, and Mr. Cheitlin and Nathan Robinson (president of proposed co-applicant Friends of the Bourne Rail Trail) will then prepare the next, hopefully final version of the application. It was agreed that letters of support should accompany the application, and the following parties will immediately be asked for letters by the members shown in parentheses: David Vieira and other state legislators representing the Cape (Mr. McPherson); Bourne Board of Selectmen (Mr. Slade); Falmouth Bikeways Committee and possibly Falmouth Board of Selectmen (Mr. Cheitlin); Sandwich Bikeway and Pedestrian Committee and possibly Sandwich Board of Selectmen (Mr. McPherson); Cape Cod Regional Transit Authority (Nathan Robinson with Mr. Slade's assistance as requested); and Cape Cod Commission (Mr. Cannon).
5. Discussion relative to Community Preservation Committee application: The members considered whether or not to submit an application for the upcoming cycle of Community Preservation Act (CPA) funding (to be voted on at the town meeting in the spring). There was consensus that it would make more sense to wait for the likely fall cycle (subject to vote at a special town meeting in the fall) since the design work funded by the prior CPA will presumably be completed and the overall project better defined by that time.
6. Update on the Bourne Rail Trail Phase 1 Request for Qualifications: Mr. Cannon reported that there were six proposals submitted in response to the RFQ. It is anticipated that contract

negotiations will commence this month with the top choice of the town officials responsible for selection, and that the design work could commence by the end of the month.

7. Update relative to requesting a town-wide bicycle and pedestrian study from the Cape Cod Commission: Mr. Cannon asked the members to submit to him as soon as possible any comments on the draft Bourne Bike Plan – Scope of Work (Scope of Work) prepared for submission to the Cape Cod Commission (CCC). The CCC will meet this winter to decide on projects to be funded in the new fiscal year starting October 1, 2019. *Mr. Emmons moved, with a second by Mr. Slade, that the town be advised to submit to the CCC the proposed Scope of Work, amended to refer to the Canal Area Transportation Study now underway by MassDOT and connections to existing and future Canal bridges, in time for consideration at the CCC's winter meeting. The motion passed unanimously, 5-0.* On a related note, Mr. McPherson then mentioned a recent publication by MassDOT of a statewide bicycle safety guide, about which public comment is being sought through the end of the month. It was suggested that members provide comment and, for that purpose, Mr. McPherson will circulate the relevant link.

8. Update on the February 8, 2019 Joint Transportation Committee Meeting: Mr. Cannon will be attending this meeting to present the Bourne Rail Trail project, now that phase one of that project has a MassDOT Project Number. The Cape Cod Joint Transportation Committee (whose members are the public works directors of the Cape's various towns) recommends projects to the Cape Cod Metropolitan Planning Organization.

8. Next Meeting: Wednesday, January 23, 2019, at 6:00 p.m. at the Pocasset Community Building.

9. Adjourn: *Motion to adjourn was by Mr. Carroll, seconded by Mr. Cheitlin, and passed unanimously, 5-0, and the meeting was adjourned at 7:09 p.m.*

Respectfully submitted,

Ken Cheitlin, Clerk

*These Minutes were approved by a 5-0 vote of the Members on January 23, 2019.*