

City of Essex Junction
Bike/Walk Advisory Committee
Meeting Minutes
Thursday, April 25th, 2024
Approved May 20, 2024

1. Members Present: Chris Yuen, Staff Representative; Micah Hagan, Chair; Michael Giguere; John O'Brien; Tacy Lincoln; Philip Bieber; Russ Miller-Johnson; Christopher Kline
2. Call to Order by Micah at 7:05 pm
3. Determine who will take minutes - Michael
4. Agenda additions/changes
 - a. Essex Pride Festival - added by Micah
 - b. VT Walk/Bike Summit - added by Michael
5. Minutes
 - a. Feb 21, 2024
 - b. Mar 18, 2024
 - c. Motion by Micah to approve both minutes, seconded by Philip. Voting: unanimous (7-0); motion carries
6. Public to be heard
 - a. No members of the public were present at this meeting and no public comments were submitted for review
7. Business items
 - a. Chris Y. brought forward a public request for better minutes to be taken. Examples were provided for future reference
 - b. Collaboration with Brownell Library for summer programming - Micah
 - i. The library requested the purchase of a bike repair station, Local motion provided some examples from Dero to consider
 - ii. Youth bicycle educational session
 1. In an effort to help Brownell Library achieve a specific bike-friendly certification, they requested that BWAC assist with an educational session for youth programming
 2. Mon, July 1st was the proposed date from the library
 3. committee considering reaching out to Local Motion for additional curriculum
 4. More details and other potential dates will be coordinated with Erna from Brownell by a smaller group of committee members interested in assisting with this event (John, Michael, Phil)
 - c. Consider bike repair station purchase - Micah
 - i. Compared different options (Dero, Greenspoke) with regards to price, length of warranty, and shipping lead time
 - ii. Determining ownership of the long-term maintenance and upkeep of the station was discussed, ensuring that the library would have the resources

- they need to continue proper use if BWAC purchased the repair station for them
- iii. A public bike repair station is already very close to the library at Nest Coffee & Bakery
 - iv. The library loans out some bike-related materials, which could be a more budget-friendly option and serve as educational resources for the previously discussed library collaboration event
 - v. Discussion about how this would fit into the remaining FY budget was held, as well as the need to have items physically arrive before July
 - vi. Motion by Micah to vote on the purchase of a repair station, seconded by Michael. Voting: unanimous (7-0); motion carries
- d. Consider Bike Rack purchase - Micah
- i. The Committee discussed the potential purchase of inverted-u bike racks for future use by the City or through partnerships with local businesses. Zoning does not require existing businesses to provide bike racks if they do not go through a site plan amendment. Site plan amendments are only required for major renovations or a change of use. The City could partner with businesses in high-traffic locations which are not otherwise required to install bike parking, to provide them with bike racks free-of-charge through a cost-share program to be installed at agreed-upon locations on their properties.
 - ii. Public works is willing to store a few of these at the public works facility.
 - iii. Currently uncertain how partnering with businesses for a financial kickback would work. Asking businesses to cover installation costs could be sufficient.
 - iv. Motion by Phil to vote on the purchase of ten bike racks, seconded by John. Voting: unanimous (7-0); motion carries
- e. Walk to shop program update - Tacy
- i. Walk to Shop is an organization that provides mobile trolleys for shopping and also provide educational and advocacy resources
 - ii. \$50 per trolley, made in Vermont
 - iii. Opportunity to get businesses to encourage more walking and commerce in the community as a long-term development project
 - iv. Could purchase a small number as a promotional or raffle item for community events
 - v. Could partner with the library for storage and promotion
 - vi. Unclear how the trolley purchasing and distribution process works
 - vii. Tacy to reach out to Walk to Shop to inquire about purchasing details
- f. UVM Student Projects - Russ
- i. Russ to attend project presentations on Friday 4/26 at the Davis Center from 5pm - 7pm
 - ii. Students have an interest in presenting their projects to BWAC, details and date to be determined
- g. Pride Festival - Micah

- i. June 1st at Maple Street Park
 - ii. Great opportunity for outreach and opportunity to partner with Walk to Shop and/or Local Motion
 - iii. Need to develop goals for what BWAC would like to achieve from this event
 - iv. Essex Junction Democrats looking to install a rainbow crosswalk downtown for the event
 - 1. John to gather more information and report back to BWAC
 - h. Vermont Walk/Bike Summit - Michael
 - i. Thursday, June 20 in St. Johnsbury
 - ii. Registration reimbursement would be available if committee members were interested in attending
 - i. Street mural installations - Philip
 - i. Can be used as a community gathering point and help with traffic calming
 - ii. This could be a topic to consider budgeting for in the future
 - iii. Could help pilot programs to find options more durable than paint
 - iv. Could partner with local schools for designs
 - j. Reschedule Mon, June 17 meeting
 - i. Tentatively rescheduled for Mon, June 10 pending city staff availability
- 8. Reading file
 - a. None this month
- 9. Adjourn
 - a. Micah adjourned at 8:48 pm