



**CITY OF ESSEX JUNCTION  
BIKE WALK ADVISORY COMMITTEE  
MEETING MINUTES  
FINAL – APPROVED JANUARY 9<sup>TH</sup>, 2025**

*Online &  
6 Lincoln St. (Kolvoord Room)  
Essex Junction, VT 05452  
Thursday, December 12<sup>th</sup>  
2024, 7:00 PM*

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**1. MEMBERS PRESENT**

John O'Brien (chair), David Achee, Philip Bieber, Eric Bowker, Lauren Philbrook

**2. OTHERS PRESENT**

Jack Evans (Local Motion), Alia Liebowitz, Michael Giguere (staff representative)

**3. CALL TO ORDER**

John called the meeting to order at 7:00pm.

**4. DETERMINE WHO WILL TAKE MINUTES**

John offered to take minutes.

**5. AGENDA ADDITIONS/CHANGES**

Michael added CCRPC Safety Action Plan Data to Staff Updates.

**6. MINUTES FOR APPROVAL**

- a. November 14<sup>th</sup>, 2024

**Motion by Lauren to approve the minutes, seconded by Phil. Motion passed unanimously (5-0).**

**7. PUBLIC TO BE HEARD**

No members of the public to be heard at this meeting.

**8. BUSINESS ITEMS**

- a. Traffic Calming Policy presentation

Michael introduced UVM student Alia Liebowitz, who has been working on an updated framework for traffic calming policies. The following presentation was to gather feedback from the committee to possibly bring the framework to the city council for implementation.

Alia presented a streamlined process and criteria for anyone to request calming measures to be installed by the city. The importance of trying out temporary treatments and collecting data and community feedback to measure success is vital for this process and a point system scale is utilized to score and determine how viable a street is for measures.

Lauren questioned if the city currently allows speed bumps (one of the possible tools in the packet), as in the past it appears that the city has had them removed, Phil also has experienced this in his neighborhood due to plow damage, Michael spoke to the cities desire to be able to install more permanent solutions but that winter snow management makes that a balancing act.

Access for non-community members to request measures from the city was also brought up but the committee in general wanted to allow anyone to be able to apply regardless of residency or age.

A summary of several possible calming designs followed, David brought up that in each case whether or not a snowplow would affect the measure should definitely be noted.

Michael brought up the possibility of the committee spearheading the implementation of these new

policies in the future which would include fielding applications as well as taking community feedback. Committee members expressed interest in serving that role.

Jack questioned which policies are able to be implemented considering the winter challenges, Michael noted that the city staff has been open thus far in the process and appears open to trying new ideas as outlined in the presentation.

b. Bicycle Friendly Community application review

The committee was updated on what had been completed so far and Michael brought up that in order for the committee to complete the full application outside of regular meetings we would need a smaller subcommittee to work on it. David, Lauren, and Phil volunteered to form the task force. Michael will share the login information and give an overview to this task force. Jack also noted that he could help in some capacity.

**Motion by Lauren to form the task force, seconded by Philip. Motion passed unanimously (5-0).**

c. Bike parking survey data

We revisited newer locations that have been added to the survey since the last viewing several meetings ago. Phil brought up that the area surrounding the train station does not yet have bike parking, and Michael noted that with the redesign of the station that there will very likely be bike parking as a part of the final design.

Jack elaborated that the “multimodal hubs” such as the bus and train station are vital places for this infrastructure. The committee will continue to gather data in order to find new contenders and reach out to other business owners in order to possibly share the stored bike racks.

d. Community Spark Grant

Michael shared that the Community Spark Grant (\$2000 mini-grants) are available for committees such as ours to fund projects with vision in their communities. The timeline is tight for the application as it is due in mid-January. The committee decided that this time of year would be difficult to complete without a clear project or event in mind. Michael then implored the group to come with event ideas or other visions that we would then be able to seek funding for in the future, rather than finding funding first.

e. Bike locker advertisement

More information on the bike lockers located on the crescent connector was presented. Possible signage was explored as well as their associated costs. Also how obscured the lockers will be by the signs was discussed, as well as the possibility of advertising for these lockers in the Amtrak station.

9. **MEMBERS UPDATES**

Erik brought up the safe routes program that Essex town is working on to connect much of the area and that he will be contributing on that project as an advisor and he will keep the committee updated as it moves forward.

Phil brought up the possibility of public ebike parking / charging here in the city in order to make it more of a destination. The group discussed the logistics of this and what is commercially available.

As the conversation about ebikes continued, the possibility of working with the Brownell Library in

distributing ebikes for rent as well as hand carts (from Walk to Shop) in the future was proposed by Jack as an effort to be taken on in conjunction with Local Motion.

10. **STAFF UPDATES**

a. Park Street Engineering project proposal

Michael shared the proposal that he pitched to the UVM engineering program seeking help with the capstone project specifically in redesigning the corridor in Park Street from the Williston Bridge to the Crescent Connector. The benefits of the smaller scale of the proposal was favored by the committee as it will be more likely to be adopted by the city.

b. Bike parking installation updates

Michael and John shared that the city will be contributing 2 bike parking racks to the Essex Junction Shopping Center for installation under cover from the elements in locations determined during a site visit last month. The committee was also encouraged to continue to consider future locations and businesses to collaborate with in this effort.

c. Buffered lane striping on Pearl Street

Michael gave an update on the restriping of bike lanes up and down Pearl Street, which will be occurring moving forward and into the foreseeable future despite a brief hiatus from this being the norm.

d. CCRPC

Michael reported that there is new safety data that has recently come from the Chittenden County Regional Planning Commission which he will be sharing with the committee before the next meeting.

11. **READING FILE**

No reading file items were added.

12. **ADJOURN**

**A motion to adjourn by Lauren occurred at 8:36pm, the motion was seconded by Erik and passed unanimously (5-0).**