



## SOMERVILLE BICYCLE ADVISORY COMMITTEE

April 2011

### MINUTES

Mayor Joseph A. Curtatone

#### **Community Representatives**

Brian Postlewaite, Chairman  
Charles Denison, Vice Chairman  
Ken Carlson  
Alex Epstein  
Jim Gallagher  
Enid Kumin  
Alan Moore  
Ron Newman  
Tim Talun

#### **Ex-Officio**

Janice Delory, *Office of the Mayor*  
William Roche, *Board of Aldermen*  
Commissioner Stanley Koty, *Department of Public Works*  
Terry Smith, *Traffic & Parking*  
Chief Thomas Pasquarello, *Police Department*  
Kathleen Ziegenfuss, *Office of Strategic Planning and Community Development*

#### **MEETING MINUTES**

Tuesday, April 19 7:00 pm, City Hall

*Community Representatives in attendance:* Brian Postlewaite (chair), Alex Epstein, Ken Carlson, Tim Talun, Jim Gallagher (acting secretary)

*Ex-Officio members in attendance:* Kathleen Ziegenfuss

*Guests in attendance:* Jeff Hodess (SSG Development), Lauren Clayton (Somerville), Melissa Kelly (Somerville), and Amanda Kersey (Cambridge and representing the Somerville Patch).

Jim Gallagher volunteered to serve as secretary.

Meeting called to order at 7:15 pm. Quorum was eventually met. Members and guests introduced themselves.

A quorum was not present at the start, so the meeting started with New Business from a guest, Jeff Hodess of SSG Development Corp. SSG plans to develop a storage facility at 50 Middlesex Avenue. The development will have some first floor retail, a cafe. As part of the development agreement for Assembly Square negotiated with Mystic View Task Force, a community room and a community bicycle room will be part of the project. SSG wants to work with the SBC to get a good, useful bicycle storage room. The users are expected to be mostly long term storage, for the winter months for example or eventual residents of Assembly Square. Access will be via a keypad/PIN system, with only registered users having access. Possible different configurations for storage were discussed, and some potential guidelines for the rooms' use were presented. Jeff asked the members think about room design and the guidelines and would like to return to discuss these items at a future SBC meeting.

As a quorum was not yet present we moved from the Procedural Business section of the meeting to the next.

#### **Education and Outreach:**

##### **1. Bicycle/Pedestrian Safety Campaign:**

Alex gave the committee an update on the Bicycle Safety Program that the City of Somerville's Communications Office is sponsoring. This is being run by an ad hoc committee organized by Jackie Rossetti and includes Mike Meehan, Kathleen Ziegenfuss, Alex as a representative from the SBC, and representatives from Tufts University, Groundwork Somerville, the Somerville School Department, and Shape Up Somerville. Deliverables of the committee include posters and flyers that will be distributed at bus shelters and local schools focused on delivering messages relating to bicycle safety such as "ride four feet from the door", "ride

with lights”, and one of the key messages targeting the central business district, “don’t ride on sidewalks”. Distribution of these posters is planned to begin in May, for Bike Week, SomerStreets, and other activities. Let Alex or Kathleen know if you have any ideas for the posters or the messages.

## **2. SBC Banner**

Kathleen presented the completed banner, and everyone agreed it looked great. The question was asked, can we get some type of canopy for future events, where we could attach the banner. Ken will get Kathleen some examples and prices. Kathleen will also print a large copy of the bicycle map, perhaps mounted on foam core, for use at future events.

## **3. Bike Week and Month**

Ken and Tim summarized the planned activities. The central activity is the bike commuter breakfast on Wednesday May 18, from 7:30 to 9 AM. Commuters along Beacon Street will be directed to the Star Market parking lot nearest to Pesti's Pies. Star Market and Pesti's will provide breakfast. SBC will provide coffee. Most bike traffic will be eastbound in the morning, so we will need to provide signs to direct commuters to the other side of the street. SBC will have a table there, with information on bicycling in Somerville, including a few copies of the Annual Report, a map of Somerville bike routes, previous counts of how many bike commuters use Beacon Street. Members volunteered to distribute posters around the city (Tim send out pdf and Kathleen can print copies if needed) and to ask bike shops if they want to get involved in some way.

In addition to this breakfast other Bike Week and Month activities include the Bike Expo on May 7-8 at the Armory, the Historic Bike Ride around Somerville on May 22, and the Mayor's Bike Ride on Fridays, including May 20 during Bike Week. All these events will be on the poster.

## **4. Annual Bicycle Accident and Incident Report**

Kathleen has maps/information from 2005 thru 2008, in GIS format. What do we want to say about this information? Jim, Alex, and Lauren volunteered to look at the maps/data and see what conclusions might be drawn.

## **5. Bike Friendly Community Application**

We should know by May 2 on whether the city's application has been accepted.

A quorum now being present we went back in the agenda.

### **Procedural Business:**

#### **1. Membership: new and old members update**

Nothing new to report.

#### **2. Approve Minutes:**

Minutes approved for the March 2011 meeting, with edits as noted.

#### **3. Annual Agenda:**

Brian and Alex are working to develop a draft agenda for each month of the year, to recognize ongoing activities and the time they need to be on the agenda. Items specific for a month will be added to that agenda. This draft agenda has been distributed, let Brian know about comments or additions.

#### **4. SBC Communications Policy;**

Kathleen had prepared a draft template and schedule for SBC comment letters, which would include a memo explaining the importance of the letter, the letter itself, and a schedule which would give the Mayor 7 days to review and forward (or not) and OSPCD 3 days. Some members had a concern with this process, and the role of the SBC as “advisory” in all situations. Kathleen will revisit the topic within the City and members will discuss at the next SBC meeting.

#### **5. SBC Officer Nominations:**

Brian and Alex have both been nominated to serve a chair of the committee, and Charlie has been nominated as vice-chair. Jim agreed to be nominated as Secretary, with the understanding that he may not be able to make all the meetings, in which case there will be acting secretaries, rotated through the members alphabetically. Elections will take place at the May meeting.

**Events:**

**1. New England Bike Expo:**

Alex talked about our role in convening a summit of other bike committees around the state. This would take place at 10 AM for about 2 hours on May 7. AV equipment will be provided. Brian has contacted all the local committees. We would share experiences, learn how other committees are organized, how they fit within the community's structure. We are currently selecting other agenda items. We probably will give a brief overview of bike progress in Somerville, maybe look for support for the Community Path. Contact Alex or Brian if you want to get involved.

**2. Historic Bike Ride:**

No update. The route has not yet been set.

**3. SomerStreets:**

The first event of 2011 will be June 5 on East Broadway. Looking to identify bike activities, maybe to set up a bike table. Contact Kathleen if interested.

**4. Spring Bike and Ped Counts:**

Next 2 weeks at 36 locations. Volunteers needed.

**5. Mayor's Friday Fitness Ride:**

The Mayor is planning a Friday ride around Somerville, starting at 1 PM, as part of the Somerville Fitness Challenge. Starting soon.

**Infrastructure:**

**1. On-street Bike Parking and Bike Racks:**

Kathleen has letters of interest from two businesses, Diesel and Bloc 11, that would like an on-street bike parking corral. Contacting others about a possible third. Approval needed from the Traffic Commission before this can happen.

**2. Bike Parking at Market Basket:**

The Historical Commission is still trying to figure out their position. It's not clear what jurisdiction the city has over an existing business.

**3. Bike Lane and Sharrow Update:**

Under the 11 in 2011 campaign, Lowell Street recently had sharrows painted, and Highland Ave will get them soon. Assembly Square Drive, already under construction, will have bike lanes when completed. Most existing sharrows have been repainted. There was a discussion about when sharrows were appropriate. In general, sharrows should be used on major thoroughfares where there is a long-term latent demand for bicycling but the roadway is too narrow for bike lanes.

**4. Potholes and Pavement Conditions:**

We have previously submitted to the city information on locations that need to be repaired. Alex will send a copy to Kathleen.

**New Business:**

**1. 1. Wayfinding Network:**

SBC has volunteered to map a primarily east/west network and focusing on the city's squares, which could be used to determine some of the annual road repaving budget. Needs to be done by May.

The meeting adjourned at 9:01 pm.

The next meeting will be Tuesday, May 17, 2011, at City Hall.

Respectfully submitted,  
Jim Gallagher, Acting Secretary