



SOMERVILLE BICYCLE ADVISORY COMMITTEE

FEBRUARY MINUTES

Mayor Joseph A. Curtatone

Community Representatives

Brian Postlewaite, Chairman

Charles Denison, Vice Chairman

Enid Kumin

Peter Coyle

Jim Gallagher

Alan Moore

Ron Newman

Steve DaSilva

Alex Epstein, Acting Secretary

Ex-Officio

Janice Delory, Office of the Mayor

Bob Trane, Board of Alderman

Commissioner Stanley Koty, Department of Public Works

Terry Smith, Traffic & Parking

Kathleen Ziegenfuss, Office of Strategic Planning and Community Development

Acting Chief Michael Cabral, Police Department

Somerville Bicycle Committee

Meeting minutes: Tuesday, February 16, 2010, 7:07 p.m., City Hall

Community representatives attending: Brian, Charles, Enid, Alex

Ex-officio attending: Kathleen Ziegenfuss

Guests attending: Lauren Clayton

PROCEDURAL BUSINESS:

1. Meeting called to order at 7:07 p.m.
2. Minutes: The Committee voted all in favor to approve the December 2009 meeting minutes, as amended. It was noted that Anthony Holloway is no longer the Chief of Police.
 - Action Items: Action items from the previous meetings were reviewed and updated in this meeting.
3. Membership:
 - Kathleen is writing a letter for re-appointment of active SBC members. A poll of the present members was taken, with all members asking to be reappointed. Members absent from today's meeting will need to attend the March SBC meeting to be re-appointed via Kathleen's letter.
 - Jing Dai's membership: will not be re-appointed; Brian will write a letter for Kathleen noting that Jing is no longer on the committee.

- New Secretary: no update

OLD BUSINESS:

1. OSPCD Bike Plan

- The name “OSPCD Bike Plan” is no longer relevant or useful, as the city’s bicycle-related documentation will be prepared by SBC.
- Brian: currently we are working on three documents--SBC Initiatives, Annual Report, and SBC Guidebook
- There was ample discussion over how to best build on Alan’s document draft. Brian stated that it will serve as a basis both for the Annual Bike Plan and the SBC Guidebook.
- Charlie and Brian agreed that the Annual Report (required by the city) should be integrated and submitted as part of the Annual Bike Plan, a longer-term living document. This would mean that Aldermen and other city staff are more likely to read and become familiar with SBC’s vision as laid out in the Bike Plan. Charlie asked where a 20-year vision for bicycling in Somerville should go, and Kathleen replied that it should go in the Annual Bike Plan. This document, she stated, should be not 2 nor 20 pages long, but something in between; it should be lucid and engaging enough for a layperson to appreciate and include a proper introduction (or boilerplate). Kathleen added that if the Plan is longer than ~5 pages, a readable executive summary is critical, and that an emphasis should be placed on compelling visuals.
 - o Annual Report to be in 5 sections:
 - Who we are
 - Long-term vision
 - Past year’s accomplishments: both SBC’s and City’s; also, internal turnover/ administrative
 - Next year’s proposals
 - Appendix: compiled minutes, posters from bike rides, official SBC correspondence; NOT the Initiatives
- Alan’s 5 “E’s” were recommended for the internal SBC Guidebook. Brian noted that this scheme is consistent with usage by the American League of Bicyclists.
- A rough draft of the Annual Report will be done prior to the March 11 SBC meeting with DPW, T&P, and OSPCD. It will be put on Google Docs for editing/review.
- Members brainstormed goals for a 20-year vision that would be incorporated into the Annual Bike Plan. These goals included:
 - o At least 10% bicycle mode share, citywide
 - o At least 20% bicycle mode share, students
 - o Bicycle Parking:
 - Installation of sheltered parking, e.g., Cemusa bus-stop-style shelters like in NYC
 - Bicycles-in-buildings access law, like the one in NYC
 - Public racks no farther than ¼ mile apart throughout the city

- Centralized parking in the CBD's, transit stations/ stops, libraries, etc.
 - Consider a systematic bikeshare parking scheme
 - Updating zoning laws for required bike parking to anticipate increased bicycle mode share (10+ %)
 - o Extensive and well-connected bike facility network (x miles of bike lanes, cycle tracks, bike paths, bike boulevards, etc. citywide)
 - o Multilingual bike information
 - o Walk-Ride Days every Friday
 - o Bike Lane Ordinance resolved
 - o Produce annual accident report (Kathleen: currently data goes from SPD → MassDOT → geocode data)
 - Reduce bike accidents every year
 - o Stepped up police enforcement of ALL modes
 - Target dangerous intersections
 - Police training in multimodal safety, beyond current Bicyclist Safety Law training
 - Combine with street-level outreach about proper behavior, along the lines of TROMP in Cambridge
 - “More outreach, less tolerance”
 - o Counting of riders in the same sites each year to track trends. Brian: we may get automatic counters, including a free sample; Kathleen: may need Tufts student to set up counter without having a budget.
 - o Ensure that all city projects related to the built environment identify, no later than at the conceptual stage, aspects related to bicycle transportation and actively engage SBC in the planning process. If possible, codify this engagement with SBC as a required part of the process.
- For the Annual Report, three maps will be made to indicate progress toward the city bicycle network. Each will show the entire network, defined for now as the “Somerville By Bicycle” map’s “recommended routes.” Kathleen said that new GIS data is available and that making these maps using the city’s official design will be quite doable. The three maps will respectively highlight:
 - o Existing bike facilities
 - o Last year’s new bike facilities
 - o Next year’s proposed bike facilities, with the city’s and SBC’s proposals differentiated

2. Proposed Bike Lane Ordinance: no update

PROJECT UPDATES:

1. Infrastructure:

- On-Street Bike Parking (Charlie): Charlie will adjust the location of the Sherman Café proposed on-street bike rack. To be presented on March 11.

- Poor Pavement Priorities (Alex): Alex will revise the memo using the official template and will differentiate the paving priorities for roads that are set to be repaved in the next few years but that must be patched ASAP due to immediate danger. To be presented on March 11.
- Innovative Bike Facility Pilot (Charlie): No further comments; will be presented on March 11.
- Portable Bike Rack Trailer (Brian): no update
- Street Layouts:
 - o Temple Street: Kathleen → to be paved this season; there will be a neighborhood meeting soon
 - o Lower B'way: Kathleen showed the 75% drawings. Alex, Brian, and Charlie observed that the 2' median shoulder, 12' lane, and 5' bike lane could be readily striped to the safer configuration: 1-2' shoulder, 10' travel lane, 2' buffer, and 5-6' bike lane. Also they suggested removing the median at the western most intersection in the project area to shift travel lanes inward and allow the bike lane to be continued northward in the future to Upper B'way.
 - o Washington Street: no update

2. Events:

- Winter Bicycle Forum: (Steve) no update
- Bike Initiatives Presentation: now set for March 11, 8:30 a.m. with Brian, Alex, and Kathleen presenting to DPW, OSPCD, and T&P. Kathleen would like to see this become an annual event to boost engagement with and awareness in the other departments. Enid pointed out the importance of city departments collaborating to coordinate their plans, including bicycle plans.

3. Route Planning:

- East/West Bike Route & Direction Signage (Ron & Brian): proposal will be presented on March 11.
- Street Suitability Map (Scott & Brian, no update this month)

4. Education/Outreach: not discussed due to time

NEW BUSINESS:

1. Bay State Bike Week: Kathleen invites members to write ideas to her about how we can be involved, and she will pass them on. Bike Fridays were brought up, and it was suggested that we ask Boston to lead a convoy from East Somerville this year, e.g., from Ball Square via Magoun, Lower B'way, and Charlestown. Charlie said the Boston PD leads the convoys on bikes.
2. Bike Counting Project: see above re automatic counter and seeking Tufts students
3. Lauren's proposals: no update, plans to bring information next time

ACTION ITEM SUMMARY:

| Item # | Action Item | Responsible |
|--------|---|-------------------------------------|
| 14 | To look into whether we need a replacement for Ex-Officio Mike Lambert, since he is not working in the Mayor's Office now - Discovered. Off list. | Brian |
| 23 | Break the OSPCD plan into 5 sections, and assign one of each to Alan, Ron, Brian, Charlie, and Steve D. - Discussed draft and new document plans. Off list. | Alan, Ron, Brian, Charlie, Steve D. |
| 29 | Take a fresh look at the proposed bike lane ordinance. -Still working | Scott and Alan |
| 40 | Look into the costs and options for a banner. -No update | Steve D |
| 43 | Markup the Somerville by Bicycle map with a Mystic Ave bicycle facility proposal -Charlie: change to "priority list"; Brian: should be either part of proposed route network or—if needing special treatment—go in the Bike Plan | Charlie |
| 45 | Look at possible on-street bike parking in Davis (Charlie) and Union (Steve) -Charlie doing this | Charlie and Steve D |
| 46 | Contact Parking and Traffic about enforcing parking close to curb for busy streets with bike lanes and sharrows. -Alex spoke with Terry Smith and Kotzuba at the December 2009 T&P Commission, was informed that no special ordinance exists, violators are tagged under double parking and curb distance citations; Kathleen: call 311 to report violators | Charlie |
| 53 | Create a list on paving priorities. -Alex initiated a Google Map with member input and drafted a memo, together to be presented on March 11 with the other Initiatives. More bicycle community input will be useful for the map. | Alex |
| 54 | Create a list of sidewalk defects. -Kathleen suggested calling 311, as the city takes the complaints seriously | Lauren |
| 55 | Determine if Alan's Minuteman Connector letter should be forwarded to the Mayor depending on relevance. -off list | Kathleen |
| 56 | Check on the status of Temple St. and lower Broadway. -Neighborhood meeting to be held soon | Kathleen |
| 57 | Do a curb to curb measurement of Temple St. -Charlie added to action item | Steve and Charlie |
| 59 | Create draft of 'Projects' page for SBC comments. -no update | Steve |

The meeting adjourned at 9:05 p.m. The next meeting is 7:00 p.m., March 16, 2010 at City Hall.

Respectfully submitted,

Alex Epstein, Acting Secretary, Somerville Bicycle Committee