



Meeting Notes

Wed August 1st, 2018 7:00-8:30PM
City Hall Cassidy Conference Room, 2nd Floor
Enter from the ground-level entrance at the rear of the building
(opposite the parking lot)

Present: Jaime Wilson, JeremyGarczynski, DanKrechmer, Gabrielle Watson, Ellen Katz,
Regrets: Carol Naczas, Liz Foulser, Ryan Williams, Jonah Chiarenza, Cindy Chabot, Tom Blazej
Chairing: Dan Krechmer
Notes: Gabrielle

We welcomed two new attendees, Jaime and Jeremy, who have both moved to Melrose in the past year. We did not have a City liaison this month.

1. NS Network Update

The finalized plan was sent by Jonah to Elena Proakis-Ellis & hard copies dropped off. Elena will be reviewing with City officials – Mayor’s office and DPW. Elena thanked the committee in an email: “Thank you and the committee again for all of your hard and impressive work on this document. We very much appreciate the input and the level of effort involved.”

Link: <https://files.acrobat.com/a/preview/a47e088e-327e-4289-9f70-ddc38ab34d5b>

Action steps:

- Jonah to check in with Elena in a few weeks (mid-late August) to see what feedback the City has, and what the schedule is for Stantec to start to working. Ask if Planning Dept is going to review it as well.
- At a future meeting: discuss the process of amending the plan to become a city-wide bike plan. Explore accelerated action on priority streets that link to regional attractions, like the Northern Strand and the Tri-Community Greenway, particularly where adjacent towns are making bike safety improvements up to the Melrose boarder.

2. Bike lights – Dan

Dan is exploring options for distributing bike lights. It is proving difficult to get permits from MBTA to do it at Oak Grove. Dan to get in touch with the High School & Middle School to explore distributing them there. Consider also distribution at the Victorian Fair.

3. Summer Stroll & Valet Bike Rack update

Bike valet parking was a success. Racks easy to set up. Raffle tickets used to track bike owners worked well. Had about a dozen bikes at Summer Stroll.

Bikes are now stored at DPW in the fenced cage opposite the administrative office. There is a process for reserving them. (see working draft at the bottom of the notes)

Lessons: Do better advertising, with a sign that says: "Bike Valet Parking." Signage for the bike valet may want to clarify that it's free and no tipping will be accepted. valet services usually have a fee or tipping expectation.

4. FYI on DCR new roadway striping policy – Dan

DCR now has a policy to explore bike lane striping whenever they do re-surfacing. There is a new engineer who is a Melrose resident and is also on the Melrose Traffic Commission, who reported the new process. New striping on Woodland Rd and Ravine has been marked, including bike lanes.

5. 25 MPH ordinance update from SgtGoc update to Traffic Commission - Dan

Dan reported on a session from the Traffic Commission meeting. It had been agreed to have a one-year review of the new city-wide speed limit at the time the ordinance was enacted last year. SgtGoc reports speeds reduced significantly with the use of electronic speed signs. Elena was asked if she gets any comments and she reported that she gets complaints from time to time. No further comments were offered. The policy remains in place.

6. Hosting Bike Rides

The committee had planned a ride to the Northern Strand scheduled in conjunction with Healthy Melrose, that was cancelled due to rain. There have been recent email discussions around having rides in conjunction with other events, like Summer Stroll and the Victorian Fair.

Proposal to have rides either the day before or day after in order not to potentially compete with the event by taking people away from the event. The Chamber of Commerce and other event hosts have requested this, and the Ped Bike Committee wants to respect their concerns. All agreed. It can often be better to have a ride or other event the day before, to increase attendance.

Two priority destinations are Northern Strand and Tri-Community Greenway. Another nice destination is the Breakheart Reservation in Saugus.

Next Steps:

- Dan will lead a ride to the Northern Strand. Can't do it at during the Victorian Fair. Will reach out to Pete Sutton to find a good date.
- Ask Connor if he wants to lead a ride to the Tri-Community Greenway, once it's done, likely some time in the Fall. The signage for on-street portions of the Greenway have not been installed, making it quite difficult to follow the route.
- Jaime Wilson will explore leading a ride to the Northern Strand the Saturday before the Victorian Fair.

7. Victorian Fair - Regional attractions theme, linked to Melrose bike network

We have an offer from the Chamber of Commerce of a table and canopy for the Bike Valet at the Victorian Fair. Location is on East Foster, by the YMCA off Main Street. Drive Electric will be [hosting an event](#) adjacent to the valet parking, on East Foster Street.

There is no room at the MEC table to share with them. We agreed to accept the Camber's generous offer and not to request a booth on Main Street.

Proposed theme: Regional connections.

- Have a big poster that shows Melrose in relation to regional attractions: Northern Strand, Tri-Community Greenway, Breakheart.
- Get materials from Bike to the Sea and Tri-Community and Breakheart to hand out
- Ask David Loutzenheiser for hard copy of Landline maps
- Ride day before to Northern Strand

Next Steps:

- Gabrielle to confirm with Lauren Grymek of the Chamber of Commerce
- Lis Foulser to begin coordinating volunteers

8. FYI email lists. Opt in for active members.

We have created an email list for active members of the Ped-Bike Committee to have working discussions via email without bombarding the wider Ped-Bike list. Anyone who is an active Ped-Bike Committee member (regularly attends meetings and contributes to the activities of the Committee) who would like to be on the list new Active PBC Members list can let Gabrielle know. Once you are on the list, you can get off it at any time.

As a reminder, the wider list is for anyone who is interested in the activities of the Ped-Bike Committee. It includes some City of Melrose employees and community members who do not actively participate in PBC activities. The wider list should be used judiciously for informational emails, and not active working discussions. Please use respectful tone for all emails and keep one topic to a thread.

9. Chairs for next meetings

We are going to start rotating meeting chairs. GW will send a sign-up to active members
Ellen is tentatively on for October, when we hope Lauren from the Chamber may come to the meeting.

10. AOB

- Ellen: Legislature completed its session last night. \$45 million for Complete Streets funding approved, with 1/3 set aside for lower income community.
- Dan: Bike share update. Denise is working on a draft agreement with LimeBike. Had a meeting with various stakeholders including the Chamber of Commerce, and is beginning to draft the terms.
- Jaime: question about shoveling rules in Melrose, and the need to maintain ice-free sidewalks. Particularly concerned about Main street. Corners are particularly problematic, with many of them being completely iced over the handicap access areas. Who is responsible for the sidewalk corners? Next Step: Gabrielle to ask Elena to share the shoveling policy and any list of sidewalks maintained by the City.

Annex: Reserving Bike Valet Racks:

Update from Liz Foulser:

DPW has the racks there and Lynda will be accepting reservations. We are finalizing reservation guidelines, but it is looking something like this:

- Bike Valet Racks are portable bike parking equipment designed for events where people will arrive by bike.
- Each rack opens up and supports about 8 bikes.
- A volunteer bike valet attendant needs to stay with the racks to receive and watch over the bikes throughout the event. Any Melrose resident can be bike valet for your event.
- Only Melrose residents/organizations are permitted to reserve 1 to 5 Racks & must be holding their event within the City of Melrose.
- You can reserve the racks through DPW at 781-665-0142.
- You must provide: Name, Address, Cell phone #, License #, Date of event, Location/address of event
- Set up instructions are printed on the Racks.
- You may reserve 1 to 5 Racks up to two (2) months in advance of your event. (Example: If you want to reserve a rack for an event on June 15, you may do so no sooner than April 15.)
- Available Racks will be assigned for one (1) week max. This should give every organization an opportunity to reserve a Rack.
- Organizations utilizing a Rack must agree to the following: You are responsible for maintaining the Rack including installation & removal. The City of Melrose is not responsible for the Rack while it is being used by your organization. The Rack must be returned in the same clean condition it was borrowed; take care not to damage the Rack in any way. At the end of your event, wipe off any dirt or grit, repack the racks and return them to DPW during business hours.
- If the Rack is not returned on time, you will be denied borrowing a Rack next time. If there is any damage to the Rack, you will be responsible for \$250 per Rack to replace it.
- Pick up and drop off will be done at DPW City Yard at 72 Tremont Street during regular business hours.