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Town of Belmont
COMMUNITY PATH ADVISORY COMMITTEE
7:00 pm - Wednesday, November 28, 2012 -- Town Hall

MEETING MINUTES

The Community Path Advisory Committee (CPAC) meeting was called to order at approximately 7:00 pm by Chairperson Jeffrey Roth.

Attendance

CPAC Members present at the meeting included Jeffrey Roth, John Dieckmann, Cosmo Caterino, Amy DeDeo, Joseph Noone, Price Armstrong and Kevin Sullivan. Also present were Kellie Hebert, Assistant Town Administrator, and community members Vincent Stanton, Tommasina Olson and Charlie Conroy.

Kevin Sullivan served as the revolving secretary.

Approval of Minutes from November 7, 2012 Meeting

The minutes from the previous meeting were unanimously approved by the committee.

Committee Administrative Matters

Discussion of Final Report Outline

P. Armstrong asked whether financial considerations should be discussed in the final report. K. Sullivan said the intent of including this topic was to list potential sources of funding based on how other communities obtained funding for similar trail projects – it is not intended to be a blueprint for funding or an attempt to tell the Selectmen how to allocate Town funds. Another suggestion for funding sources includes the Belmont Community Preservation Act program.

K. Hebert asked whether the report should have one final route recommendation or several based on the various options. K. Sullivan suggested all the options with pros and cons should be listed, with a final recommendation then made. C. Caterino suggested that the final recommendation could be listed in the next steps section. For example, we could make a recommendation, but acknowledge feasibility studies and information gaps that existed. In other words, lay out what we still need to learn through studies (e.g., engineering, feasibility analysis, etc.) that are beyond the scope of the committee.

Questionnaire

The committee continued discussion of an online questionnaire to the community, led by J. Price and A. DeDeo. One question that arose was whether we should give more information about the path and include links to maps of potential paths. T. Olson suggested a visual of where the paths could connect to other paths (e.g., the path from Brighton St. to Alewife).

P. Armstrong suggested we place info on the website with a link to the questionnaire, so that the text in the questionnaire wouldn't be too long yet people would still have access to the information they might need.

The committee also discussed the purpose of the questionnaire, and suggested that additional questions be included, such as community members' views of potential path segments. K. Sullivan suggested that the time frame for the survey could be extended to coincide with the public input meeting, so that the people completing the survey would have the same info available as those attending the meeting.

J. Noone asked about a question on safety concerns – how should that be addressed? Do we ask people if they are worried about a trail next to an active rail line? K. Sullivan said if we include that question, we should mention that there would be some sort of barrier between the line and the trail. P. Armstrong and A. DeDeo took all comments and will incorporate them into an updated version of the questionnaire.

K. Hebert inquired about the cost of using SurveyMonkey and asked if there were other resources available. SurveyMonkey costs less than \$30/month, but any expense needs to be justified. A. DeDeo said she would investigate other potential online services for a price comparison, and K. Hebert said she would see if the town had an online survey service already available.

West Belmont Site visit

This event has been set for Saturday Dec. 8 at 2pm starting at Leonard Street. J. Roth distributed a suggested map for walk.

Rubric Scoring

A discussion of how to score the various elements in the rubric commenced. It was decided that an online or emailed spreadsheet would be created so committee members could submit their suggestions for scoring various elements.

Visit from an official from another Mass Central Rail-Trail town

J. Dieckmann has been in touch with officials in Waltham. There doesn't appear to be much progress in that town, but he will attend an upcoming meeting of their Bike Committee to access where they are and any possible lessons Belmont could learn.

K. Hebert spoke to the Wayland Town Manager who referred her to the Town Planner and committee members developing a trail. They suggested that the situation in Wayland was much different than Belmont and suggested we contact Sudbury. K. Hebert said she will call Sudbury to find out how they progressed.

Action Items

1. P. Armstrong and A. DeDeo will update questionnaire.
2. K. Hebert will contact the Belmont electric department to find out when we would need to submit the questionnaire info to them to include in electric bills.
3. K. Sullivan will draft info for the website and local press on the questionnaire.
4. J. Roth will work on a spreadsheet for the rubric scoring.

5. K. Hebert will investigate online questionnaire subscription options, and also reach out to Sudbury officials who can provide insights into that town's Mass Central Rail-Trail or Bruce Freeman Rail-Trail projects.

Adjournment

K. Sullivan motioned to adjourn at 9p. The motion was seconded and unanimously approved.