Town of Belmont
COMMUNITY PATH ADVISORY COMMITTEE
Wednesday, September 19, 2012 at 7:00pm
Town Hall, Conference Room 4

MEETING NOTES

The Community Path Advisory Committee (CPAC) meeting was called to order at approximately 7:10 PM by Chairman Jeffrey Roth.

CPAC Members present at the meeting included Jeffrey Roth, John Dieckmann, Cosmo Caterino, Amy DeDeo, and Kevin Sullivan, constituting a quorum, with 5 of 9 members present. Absent were members Price Armstrong, Joseph Noone, Dara Colleary, and Brian Burke. Also present were Kellie Hebert, Assistant Town Administrator and Jeffrey Wheeler, Planning Coordinator. Vincent Stanton, a resident from Royal Road, also attended as a visitor.

Note taker for this meeting

John Dieckmann volunteered to take notes.

Approval of Minutes of Previous Meetings

Kevin Sullivan moved to approve the minutes of the August 8th CPAC meeting, Amy DeDeo seconded. Vote to approve 5 for, none against.

Amy DeDeo moved to approve the minutes of the September 5th CPAC meeting, John Dieckmann seconded. Vote to approve 5 for, none against.

Committee Administrative Matters

Kellie informed the committee that two members may be resigning from the committee – Brian Burke and Dara Colleary. There was a discussion of whether 2 new members should be appointed to maintain the committee at 9 members, if the resignations occurred. No vote was taken, but there was consensus that the committee should be maintained at 9 members if possible. Kellie will look into identifying and appointing 2 new members, if needed.

Draft rules of governance for the CPAC committee were passed out to be reviewed by committee members for discussion at the next meeting.

The CPAC meeting calendar was discussed, it was agreed that meetings will be held at 7 PM on the 1st and 3rd Wednesday of the month, subject to cancellation for conflicts with holidays – for example the 3rd Wednesday of November is the Wednesday before Thanksgiving and no meeting will be held on that day.

When the first public forum should be held was discussed. With the goal of having one earlier rather than later in the process, planning for this will need to be on CPAC meeting agendas in the near future.

Kellie suggested having a survey for the public on community path interest and preferences. Amy DeDeo volunteered to draft a survey.

Potential Site Visits

Scheduling of site visits by CPAC members – to existing community paths in the vicinity of Belmont and to potential routes in Belmont – was discussed. It was agreed that it would be far more efficient to canvass the committee members for available times via a Doodle survey, which Jeffrey Roth agreed to set up, rather than trying to accomplish this in the meeting.

Review of Background Materials

Jeffrey Roth summarized the three reports – the original Mass Central Rail Trail feasibility study, the Wallace Floyd report, and the recent MAPC route alternatives report. Jeff Wheeler handed out maps from the Wallace Floyd report

Discussion of Evaluation Criteria

Price Armstrong had provided a link to the MPO rubric for evaluating transportation projects via email to committee members prior to the meeting.

Jeff Roth handed out a list of factors that he had extracted from the MPO rubric that he thought were relevant to evaluation of community path alternatives.

Jeff Wheeler handed out a list of evaluation criteria that had been developed by the previous Bikeway Planning Committee (circa 1998 - 2000).

Action Items

Draft a survey of for the public relative to community path interest and preferences (Amy DeDeo)

Email draft Rules of Governance to the committee members (Jeffrey Roth)

Look into identifying and appointing 2 new committee members to replace the 2 who are leaving the committee (Kellie Hebert)

Prepare executive summaries of previous reports

1st Mass Central Rail Trail feasibility study (Jeffrey Roth)
Wallace Floyd report (Kevin Sullivan)
MAPC route alternatives report (Kevin Sullivan)

Set up a Doodle survey of times that are available in the next several weeks for site visits (Jeffrey Roth)

<u>Adjournment</u>

The meeting was adjourned at 8:45 PM