

# TOWN OF NORTON

## Alternative Transportation Committee (Committee)

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NORTON TOWN CLERK

2023 DEC 26 AM 8:21

### MINUTES

Date: 11/04?2023 Time: 10:00 AM

Location: Norton Public Library

#### Members & Staff Present:

Kathy Ebert-Zawasky, Scott Holman, Linda Kollett, Beata Schmid, Janel Twogood

Members Not Present: Karen Kenter-Potty

The meeting was called to order at: 10:10 AM

Minutes from the 02/21/2023 Meeting were reviewed and Approved with no adjustments.

#### *Meeting Motions / Actions and Summary of Discussions:*

1. Janel Twogood was welcomed to the meeting. She was recently appointed to the Alternative Transportation Committee.
2. There was a motion by Beata Schmid, seconded by Kathy Ebert-Zawasky to appoint Janel Twogood as chair of the committee. The motion passed.
3. The meeting moved to Open Session
  - a. There was a question about whether the design of the sign includes installation of the sign. This will be researched.
  - b. There was discussion about Friends of the Rail Trail. Sandy Ollerhead will be asked about when it will begin operation.
4. There was discussion about what should be put on the kiosks. It was decided that there should be a list of best practices and that the committee will develop content such as maps and information for the kiosks.
5. There was a motion by Beata Schmid, seconded by Kathy Ebert-Zawasky to approve the Rail Trail panels and reviewed, edited, and finalized by the committee. The motion passed.
  - a. Linda Kollett will ask Matt Schute at Beta if the signs need town or state approval, and to also confirm that the completion date is still 2025.

#### **List of Documents and Other Exhibits used at Meeting:**

1. From Matt Shute  
Hi Janel, I was forwarded the email string below from SRPEDD with some questions you had on the trail. I am also copying some members of the ATC that we have been working with for the last few years on this project. Below are the items I can respond to.

Regarding kiosks. There are 5 proposed for the project. The ATC/Town does need to provide their own content for these. As far as standards for the graphics, that is really up to the ATC/Town regarding how far you want to take that with respect to translation/braille/etc..

The final plan set for the project can be downloaded from the following link, the file is too large to share via email

[https://administratorbetainc-my.sharepoint.com/:f/g/personal/mshute\\_beta-inc\\_com/Eg7M1WVultJkt8sKQjSg5X8BmPzTuiMm-Lxjl1ZK5\\_dQSA?e=Bgtw8d](https://administratorbetainc-my.sharepoint.com/:f/g/personal/mshute_beta-inc_com/Eg7M1WVultJkt8sKQjSg5X8BmPzTuiMm-Lxjl1ZK5_dQSA?e=Bgtw8d)

Let me know if you have further questions,  
Matt

Matthew Shute, PE  
Senior Associate  
BETA Group, Inc. | 401.333.2382 | C: 401.230.7992

2. From Karen Kenter-Potty  
Hi,

After sending me a similar email, Matt then sent the email string below to those of us with whom he has been in touch. For those who didn't get his email, you'll see the questions below. The plan is to install one kiosk at each parking lot. One of the lots will not be shown on the plans because the state is not constructing it. You may recall that a housing development is going to be built at the end of Briggs St. We were told that the developer has generously offered to donate land for a small parking lot for the trail and to build it. We'll have a kiosk on the trail there too.

Either we or the Friends of .... will maintain the kiosks initially. It would make sense to have them do it as soon as they are established since we will be disbanding once the work completed. At one of our meetings we had discussed putting up trail maps. Adding "you are here" indicators would be helpful. When it became apparent that there wasn't going to be enough room on a single panel for both flora/fauna and Wampanoag information, it was suggested that a flora/fauna poster could be posted on the kiosks. Also LPS could post their trail maps of properties abutting the trail and the Friends of might want to add something as well. I would love to see a big sign on each one detailing trail etiquette! The first time around, we should probably check with Mike to see if he wants to approve what goes up but I can't imagine he'll want anything to do with that.

Speaking of the Friends of, Sandy has everything ready to go but had wanted to wait until the trail was finished. However, since the trail is being used already, she is wondering if she should establish it earlier. There is no need for us to be disbanded.

That's all I have to contribute to the subject of the kiosks. I assume it will be another year before we see them.

Karen

Meeting was adjourned at 11:00 AM until the next meeting at a date to be determined, at a place to be determined.

Respectfully submitted,

*Brida L. Koller*

Minutes Approved by Committee on: 12/22/23  
(Date)

Signatures:

*Secretary*  
(Name & Title)

Chairman,  
(committee)

*Janet Ryan*