

TOWN OF NORTON

Alternative Transportation

(Committee)

MINUTES

Date: June 18, 2014 Time: 7 PM
Location: Town Hall Break Room

Members & Staff Present:

Kathy Ebert-Zawasky,
Denny Goodrich,
Scott Holman

Karen Kenter,
Sandra Ollerhead

Guests: Michael Yunits, Norton Town Manager
Jackie Schmidt, SRPEDD

Members Not Present: Donald Cybulski and Linda Kollett

I. The meeting was called to order at: 7 PM by Sandra Ollerhead.

II. Minutes from the May 21, 2014 meeting were reviewed and approved with no adjustments.

Meeting Motions / Actions and Summary of Discussions:

III. New Business

Mr. Yunits

- reported that he will work with the town manager of Mansfield and mayor of Taunton to generate a letter to the governor in support of the release of funds by the state as soon as possible, with cc's to the state representatives and a copy to this committee;
- suggested we begin working on the bid for an engineering contractor subject to the Governor's release of funds; We need to set up a subcommittee of 3 members who will review qualified vendors for the design phase. They need first to determine the criteria to be evaluated (on a scale from most advantageous to least advantageous.) For example:
 - review the professionals in the firm (design engineer, transportation engineer, etc.)
 - types of projects they have worked on
 - experience with both bike trails and equestrian trails,
 - references; etc.
- offered to check to clarify whether the funds will be reimbursed or are supported by a grant; and
- suggested that the Request for Bids go out in July.

He also talked with Keith Silver about the location of the bike rack near the town hall.

IV. Old Business

A. Bike Rack Update

- The order was finalized with only one change: one rack to be installed at the Norton Middle School and one less at 120 West Main St. (26 racks total)
- The order will be submitted to SRPEDD immediately.
- Once approved, we need to communicate with Keith Silver about exact locations of installations, the installation guidelines and whether they go into concrete or not. Karen will email Keith asking how he would like us to mark the locations or meet with him at the locations, etc.
- Mike Yunits reported that the town will pay the shipping costs.
- Jackie reminded us that the bike racks have to be installed, pictures taken and locations reported to SRPEDD on or before Nov. 14, 2014.

B. The letters to the state senators and representatives went out. The committee thanked them for their initial support of the rail trail and requested continued support.

Open Session

Sandy announced there will be a meeting with interested invited equestrians on Wednesday June 25, at 7 PM. Beata Schmid, Karen and Sandy will attend.

The Rail Trail website needs updating. Please print out and bring to the next meeting with ideas for updating and refreshing the website.

List of Documents and Other Exhibits used at Meeting:

- Price Quote in Response to RFP#SRPEDD 2011-Trans-1
- SRPEDD Bicycle Parking Program Price List
- Preliminary order for bike racks

Meeting was adjourned at 8:10 pm until the next meeting on July 23 at 7 PM at the Norton Town Hall Break Room.

Submitted by Kathleen Ebert-Zawasky

Minutes Approved by Committee on:

(Date)

Signatures:

(Name)

Chairman,
(Title)

Alternate Transportation Committee
(committee)