



L-A Bicycle Pedestrian Committee Minutes

Lewiston City Hall

February 24th, 2016

5:00pm – 6:30pm

Members Present: Craig Saddlemire, Jeremiah Bartlett, Chrissy Adamowicz, Bob Rand, Jim Lysen, Nicole Rush

Staff: Gary Johnson, Ryan Barnes, Ed Barrett

Guests: Tizz Crowley, Tina Gilbert

5:00pm – Intro, Updates, Minutes 1/27/16

Bartlett - Ryan is researching lighted crosswalk for Bartlett Street at Adams Ave, as well as addition of street lighting for Bartlett Street.

LCIP 2017 – Includes information on projects over next 5 years. Items of interest may be Birch Street sidewalks and Canal Street bike lanes and/or multi-use path. Also Bates and Oak street are up for repaving.

River St – Gary met with Phil Crowell and the restriction of parking in the bike lane on River will be enforced

Elm St – Tiz said that the Women's Literary Union is looking for options to accommodate parking during meetings and events at their facility on Elm St. They have been in touch with the police department about options.

Safe Routes to School Training – Jim, Chrissy, Craig, and others attended the Safe Routes to School Training, include the daughter of the man who was killed by a vehicle while crossing Lisbon Street.

Comp Plan – Jim is hopeful the Lewiston council will pass the comp plan soon. It has important recommendations regarding complete streets.

Motion by Jim to approve minutes from 1/27/16, seconded by Chrissy, motion passed (6-0).

5:20pm – South Main Street Reconstruction

Phase III of the South Main Street Reconstruction project is in the cue. It will include a 10' travel lane, 5' bike lanes, no buffer, and 8' parking lanes, as well as bumpouts to meet ADA requirements. There is a large turning radius at intersection with 7th to help large

vehicles, such as busses, make the turns. This is scheduled for 2016 construction season.

5:40pm – Complete Streets Ordinance and Letter for MDOT

Motion by Jim Lysen to recommend the councils of Lewiston-Auburn adopt the ordinance, as proposed, to establish the Lewiston Auburn Complete Streets and Trails Committee, seconded by Bob Rand. Motion passed (6-0).

We have a draft letter that we hope both councils will sign onto which sends a clear message to MDOT about the priority of applying the complete streets policy to all state projects in the L-A area.

There was also discussion of the need for greater staff support in facilitating communication and tracking of the progress of the complete streets policy and supporting the committee. Most committees have more staff support in administration than our committee has had. Ed recommended we specify what we would want in such a job position. Tina Gilbert suggested looking into the Goodwill Job Bank for volunteers who might be willing to help. Chrissy will work on a job description and seek input from Jeremiah and others.

6:00pm – Grant for Temporary Street Design

An “Imagine Bikes Here” grant application is due by April 1st for money to implement a test-demo for bicycle infrastructure and related street improvements. Where could this be possibly used effectively? We can ask Mike Lydon if this could be incorporated into his current research and planning efforts.

6:15pm – Adjourn

Motion by Craig to adjourn the meeting, seconded by Jim. Motion passed (6-0).

ORDINANCE, ESTABLISHING THE LEWISTON AUBURN COMPLETE STREETS AND TRAILS COMMITTEE

Be it Ordained, that the Code of Ordinances be Amended to Create the Lewiston Auburn Complete Streets Committee as follows:

Article IV, Boards, Commissions, Committees and Bureau's
Division ____ -- Lewiston Auburn Complete Streets and Trails Committee

Section 2- ____ . Purpose and Mission

The purpose of the Lewiston Auburn Complete Streets Committee is to

1. Promote and advise the development of public infrastructure which supports a multi-modal transportation system for all users, not strictly motor vehicles, and includes the best design practices for enhancing safety as well as community and economic development;
2. Develop and recommend policies to the respective governing bodies and planning agencies that address and support all modes of transportation in Lewiston Auburn;
3. Advise the respective public works and engineering departments on how all modes of travel can be accommodated in street, highway, trail, and open space projects;

Section 2- ____ . Appointment and Membership.

1. The Committee shall consist of nine (9) members as follows: 3 residents of the City of Auburn, 3 residents of the City of Lewiston, 1 municipal elected official from Auburn, 1 municipal elected official from Lewiston, and 1 representative of an organization directly involved in issues of public health and wellness.
2. The residents and municipal officials of each community shall be appointed in accordance with the standard procedures employed by each community for such appointments. The representative of an organization directly involved in issues of public health shall be appointed by majority vote of the members of the full committee.
3. The initial term for resident members shall be three (3) years, as shall the term of the representative of a public health organization. These terms shall run from the first day of January of the year in which the appointment is made. At the time the initial appointments are made, the appointing authority shall assign each resident member to a term with one member appointed to a one year term; one to a two year term; and one to a three year term. Municipal officials shall have a term of one year, again commencing on the first day of January of the year in which appointed. With the exception of appointed municipal officials, members shall remain in office until their successors are appointed.
4. Vacancies shall be filled following the same process employed for the initial appointment of members.
5. With the exclusion of appointed municipal officials, a vacancy shall be declared if any member of the committee fails to attend three consecutive regular meetings of the committee without being excused by the committee chair

Section 2- ____ . Duties and Responsibilities.

The Lewiston Auburn Complete Street Committee shall:

1. Follow the City's Complete Streets Policy (Ordinance), oversee its implementation, and review the policy every 2 years to recommend changes as appropriate;
2. Serve as the primary resource representing Lewiston and Auburn in the update of Regional and Statewide plans dealing with transportation issues involving motorized vehicles, bicycles, pedestrians, public transportation, and other non-automobile related transportation issues;
3. Develop and recommend policies and ordinances for passage by the City Councils in support of alternative modes of transportation;
4. Review and comment on existing transportation projects including regionally approved projects, municipally initiated projects, and improvements originating from Traffic Movement Permits associated with development projects; and
5. Participate with appropriate city and state departments, committees, and metropolitan planning organizations in planning coordinated multi-modal transportation systems in L-A and the surrounding region, such as rail, bus, and air.

Section 2-___ Organization.

1. The Committee shall have the following officers: Chair, vice-chair, and secretary, each of whom shall be selected by a majority of the members of the committee at its first meeting in January of each year.
The chair shall preside over all meetings of the board, shall supervise the affairs of the board, and shall perform such other duties as may be assigned to the office by the committee. The vice-chair shall assist the chair in carrying out the latter's duties and shall preside at meetings in the chair's absence. The secretary shall be responsible for preparing and distributing committee agendas and minutes and ensuring that the legal posting requirements are met.
2. A quorum necessary to conduct an official meeting shall consist of at least six members and at least six concurring votes shall be necessary to constitute an action on any matter.
3. The committee shall meet at least quarterly and may meet more frequently at the call of the chair.
4. Unless otherwise prescribed by this Division or by bylaws established by the Committee, the Committee shall operate in accordance with Robert's Rules of Order.

Section 2-___. Staff Support. The City Manager/Administrator of each community shall designate a planning or public works staff member to serve as a liaison to the committee.