

**COMPLETE STREETS COMMITTEE
OCTOBER 21, 2016
MINUTES**

Laurie Bonavita called the meeting to order at 8:35 AM at the Town Hall.

Members present: George Barringer (via phone), Ellen Baxendale (arrived at 8:45 AM), Laurie Bonavita, Peter Cunningham (arrived at 8:45 AM), Tom Delaney, Steven Legge, John Llodra, and Kristen Von Campe

Member absent: None

All members introduced themselves. Because not all members were present at the time, Bonavita postponed organization of the Committee until the end of the meeting. Bonavita gave a brief Powerpoint presentation about MassDOT's Complete Streets Program, the Complete Streets Policy that was adopted by Groton's Board of Selectmen during Summer 2016, and the charge of the Committee. She distributed information about the Project Prioritization Plan and eligible complete streets infrastructure projects. She explained that the next step for Groton is compilation of a Project Prioritization Plan and that gathering public input is a key component of that planning process.

The Committee discussed existing resources that could be used to inform the Project Prioritization Plan. Bonavita explained that part of the Committee's charge is to put together a map depicting resources (streets, bikeways, sidewalks, trails) and problem areas. Bonavita distributed the transportation chapter of the 2011 Groton Master Plan and referenced the 2012 Walkability Report and 2014-2019 Trails Vision. She asked if Committee members knew of other helpful documents or resources.

Delaney mentioned a Sidewalk Report that was put together several years ago. He will obtain a copy of that report. Delaney said that he can identify sidewalk locations for the map from memory. He suggested that we utilize the services of Applied Geographics to create the resources map.

Baxendale mentioned that the Disabilities Commission has a Transition Plan. She will reach out to Michelle Collette to obtain a copy of that plan.

Legge and Cunningham mentioned that the Trails Committee has an interactive map on their website that features all of the trails within the Town. The Committee spent some time looking at the map on the website and discussing the best way to capture this information on a map. Legge suggested that Bonavita reach out to Paul Funch, who is Chair of the Trails Committee, to discuss the trails map.

Delaney said that the DPW Department does not have a Capital Improvement Plan. Decisions are made on capital improvements on an annual basis.

Cunningham explained that the Squannacook River Rail Trail will soon be underway. Approximately one mile of the rail trail will be in Groton with the majority being within the Town of Townsend. The Squannacook Greenway, Inc. is spearheading this project. Fundraising for construction is underway and a lease with the MBTA is secured.

Bonavita asked for nominations for the position of Chair.

Cunningham motioned to nominate Barringer for the position of Chair. Von Campe seconded the motion. Seven voted in favor with Barringer abstaining from the vote.

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Cunningham motioned to nominate Von Campe for the position of Vice Chair. Llodra seconded the motion. Seven voted in favor with Barringer abstaining from the vote.

Baxendale motioned to nominate Bonavita for the position of Clerk. Delaney seconded the motion. Seven voted in favor with Barringer abstaining from the vote.

After some discussion about holding a public meeting to solicit feedback from the public on their transportation priorities, the Committee targeted November 18th at 8:30 am for the public meeting.

The Committee agreed to hold the next meeting at 8:30 am on November 9th (1st floor conference room).

The meeting adjourned at 10:05 AM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Laurie Bonavita', written in a cursive style.

Laurie Bonavita
Clerk/Land Use Director