Minutes

Eatontown Complete Streets Advisory Committee (ECSAC)

Ad hoc meeting to discuss grant applciation

Date | time 26 June 2018 from 6:30 PM to 7:30 PM | Meeting called to order by Candace Faust

# Attendance

**Present**: Candace Faust (chair), Virginia East, Erik Brachman, Kevin Halvorsen, Janice Grasso, Barbara Stark, Steve Fratini (minute taker)

**Apologies**: Joe Calandra

# Agenda

* Roll call
* Discuss application for Complete Streets Technical Assistance Program
* Any Other Business (AOB)
  + Date and time for initial community walk
  + Booth at Eatontown Day

# Discussion

* Complete Streets Technical Assistance Program
  + This was a special (ad hoc) meeting to decide on whether to apply for the Complete Streets Technical Assistance Program and if so, decide on the specific proposal
  + It was decided to go forward with the application.
  + The team started to populate the online application form. Steve offered to continue to edit the application and add further details. Others on the team will also help to complete the application.
* Date and time for initial community walk
  + During the June 15th meeting, the team had tentatively decided that the first community walk would be on July 13th. During the June 26th meeting, it was decided to reconsider the July 13th date.
  + During the dry-run for the initial community walk (Jun2 29th), it was decided to have the initial community work on August 3rd, starting at 6 PM. The walk will start at borough hall, proceed East along Broad St., turn right onto Wyckoff, right-turn into the arboretum, out the back of the arboretum onto Byrnes and then back to borough hall.
* The team decided to go ahead with a booth for Community Day on October 6, 2018.
  + Subsequent to the meeting, Kevin and Steve agreed to staff this booth.
  + The desire is to have another community walk a few weeks after Community Day.

# Action Items

* From June 15th meeting:
  + Kevin noted that a tree is blocking the view of the Route 18 sign (going West on Route 36). Virginia will investigate this.
  + Steve to send current list of issues (from dry-walks) to Erik – **Done**
  + Virginia is to request an Eatontown borough email account for the committee – **Done**
* From June 26th meeting:
  + Steve is to add further details to the application
  + Virginia is to supply a paragraph concerning the grant to Eatontown won from NJ Prevention Network
  + Virginia is to coordinate a borough council resolution concerning the application to the Complete Streets Technical Assistance Program (this is a requirement for the application)
  + Candace is to add details to initial draft from Steve
  + Janice is to provide an electronic version of the borough resolution on complete streets
  + Janice is to provide an electronic version of the Walk our Parks brochure
  + Joe is to provide an electronic version of the historic walk brochure
  + Kevin, Barbara, Erik and all to review application, and suggest additions and refinements

# Decisions

* The team decided to go forward with the application.
* After some discussion, the team decided to selection the Complete Streets Conceptualizations project.
  + The goal will be design a plan for safely connecting three of the borough parks, i.e., Wolcott Park, Wampum Lake Memorial Park, and the F. Bliss Price Arboretum and Wildlife Sanctuary.

# Announcements

* TBD

# Next Meeting

Sometime in August – details to be determined