Minutes

Eatontown Complete Streets Advisory Committee (ECSAC)

Date | time 25 Jan 2019 from 5:30 PM to 7:00 PM | Meeting called to order by Candace Faust

# Attendance

**Present**: Candace Faust (chair), Kevin Halvorsen, Barbara Stark, Joe Calandra, Steve Fratini (secretary)

**Not Present**: Erik Brachman, Janice Grasso

# Approval of Minutes

Steve needs to correct statement from Kevin; otherwise, the minutes from Sept. 14th, 2018 are approved.

[Change was made by Steve on 26 January 2019, and sent to the Eatontown clerk.]

# Agenda

* Roll call
* Approval of minutes from the previous meeting on September 14, 2018.
* Attendance at NJ Bike & Walk Summit
* Open issues
* Possible community walks in the Spring
* Status of grant application concerning “Complete Streets Technical Assistance”
* AOB
  + Should our committee review site plans for walkability and bicycling issues?
  + Sustainable NJ
  + Eatontown Day discussion

# Discussion

* Open Issues
  + Candace and Joe compiled a list of bus stops in Eatontown.
    - A lot of the bus stops have no shelter (just a sign).
    - About half of the bus stops have no sidewalks.
    - There is a question about who is responsible for the maintenance of bus stops. It appears to be NJ Transit. Candace will contact the Eatontown business administrator about this and ask that he contact NJ Transit.
    - The spreadsheet from Candace and Joe can be useful for DOT grant applications.
    - Kevin will share the information from Candace and Joe with the traffic committee.
  + Kevin looked into bike paths (separated from traffic) and lanes (sharing the road with traffic). Kevin mentioned that the NJ DOT Bikeway Grant Program awarded a total of about $1 million to 5 towns. See <https://www.state.nj.us/transportation/business/localaid/bikewaysf.shtm>
    - Kevin suggested that we could connect Broad St. to the bike lane in Oceanport that leads to the shore.
    - Another option would be to use Fort Monmouth to access the bike lane in Oceanport.
    - There was some discussion about a bike stamp on the road versus a line drawn on the road. Kevin will look into regulations concerning bike markings.
  + Concerning the DOT Municipal Aid program, Candace suggested is to ask the business administrator about who has the login.
    - See the NJ DOT Municipal Aid Handbook at <https://www.state.nj.us/transportation/business/localaid/documents/MunicipalAidProgramHandbook8-22-2017.pdf>
    - See Title 16. Transportation / Chapter 20B Municipal Local Aid from the NJ Administrative Code (NJAC) at <https://www.state.nj.us/transportation/about/rules/documents/16-20B-Current.pdf>.
    - Eatontown did receive an NJ DOT grant for FY2018, see <https://www.state.nj.us/transportation/business/localaid/documents/FY2018MunicipalAidGrants.pdf> and search for Eatontown.
* NJ Bike & Walk Summit, see details at <https://www.eventbrite.com/e/2019-new-jersey-bike-walk-summit-registration-50441354449>
  + Four team members will attend (Candace, Kevin, Barbara, and Steve). Since there are parallel sessions, we will split up to cover more sessions.
* Concerning the possible community walks, note that Sunset will be 7:30 PM on April 11th (see <https://www.sunrisesunset.com/calendar.asp?comb_city_info=Eatontown%2C%20New%20Jersey%2C%20USA;74.051;40.2962;-5;1&time_type=0&back=Search&month=4&year=2019&want_mphase=1&want_info=1>)
  + The suggestion was to do the Wolcott to Vetter school walk in April. The tentative date is April 12th (6 PM) with a rain date of April 19th (6 PM). There may be a to visit the Thai restaurant after the walk.
  + Agree to link these walks with Mayor’s Wellness campaign.
  + In May, we could do the Woodmere walk. May 19th (2 PM) with a rain date of June 2nd.
* Status of grant application concerning “Complete Streets Technical Assistance”
  + Candace, Kevin, and Steve updated the rest of the team on the meeting with CSTA on Jan. 23rd.
  + The face to face meeting went well. The CSTA folks will consider 3 or 4 items (crossing a Throckmorton and Route 35; side-exit from Wampum Lake park onto Lewis St. with possible extension into Wolcott park; crossing of Broad street somewhere around the historic museum; possible sidewalk or bike path on Byrnes, leading from the Arboretum).
  + CSTA will first present some drawings and then before and after renderings.
* Eatontown Day
  + It was agreed this went well for the Complete Streets stand at the event.
  + Steve suggested we have some reflective items as giveaways this year. He also suggested that we plan a community walk within a week or two after the next Eatontown Day.
* Committee review of site plans for walkability and bicycling issues
  + Agreed that we want to do this. Candace to follow-up council liaison.
* Sustainable NJ
  + Candace wants to get the 25 points for Complete Streets. The write-up is due by June and will take some work by the team. Candace asked that the team have a look at the Sustainable NJ site at <http://www.sustainablejersey.com/>. In a few weeks, we can assign some tasks to team members.

# Action Items

* (from 14Sept2018 meeting) Regarding the NJ DOT State Aid Program, we need to examine the NJ DOT site to get further info
  + **Kevin** to investigate further regarding bike lanes and report back to the team.
  + **Steve** to investigate the Municipal Aid program and get a login. Also, he will see if anything can be done short term (given the Oct. 8th deadline).
  + **Candice** and **Joe** will investigate bus stops and walkways.
* new AIs from 25Jan2018 meeting
  + Kevin is to investigate regulations concerning bike markings on roads.
  + Concerning the DOT Municipal Aid program, Candace is to ask the business administrator about who has the login.
  + Candace to follow-up council liaison concerning review of site plans by Complete Streets Advisory Committee.
  + All team members to review the Sustainable NJ website with regard to possible points for Eatontown related to complete streets.

# Decisions

* Agreed to have two community walks in the spring and link the walks to the Mayor’s wellness program.
* Agreed that the Complete Streets Advisory Committee will request access to site plans and ability to provide comments related to walkability and bicycling-related impacts.

# Announcements

* As council liaison has been assigned to the Complete Streets Advisory Committee.

# Next Meeting

TBD