

Town of Proctor  
Bike/Ped Path Study Committee  
January 11, 2017 Special Meeting

Draft Minutes

Present:

Steve Follett

Dale Christie

Stan Wilbur

Chrissy Haskins, Dufresne Group (on the phone)

The meeting was called to order at 6:00 p.m.

The agenda was approved without changes

Minutes of the October 13, 2016 meeting were accepted.

Chrissy Haskins went over the draft preliminary report comments received from VTrans and discussed items that reflected possible changes to the proposed routing and/or path or traveled way widths. She has spoken with VTrans staff regarding the comment and some of them will be addressed during the final design phase. (Chrissy's notes attached).

The committee discussed project phasing and established priorities:

1. South Street from Grove Street to Main Street
2. Main Street from South Street to the north end of Main Street Park.
3. Olympus/Grove Streets from the Rink to South Street
4. North end Main Street Park to Beaver Pond
5. Florence Road/North Street Loop (by town)

Tentative dates for a public meeting are February 7, 8 and 9. Send memo to committee members for preference.

The goal is still to have a completed and approved scoping report in place before the next round of State Grants.

The meeting was adjourned at 6:50 p.m.



Dufresne Group  
54 Main Street  
PO Box B

Windsor, Vermont 05089

Tel: (802) 674-2904 Fax: (802) 674-2913

E-mail: info@dufresnegroup.com

Home Page: http://www.dufresnegroup.com

# Memo

To: Meeting Attendees  
From: Christina Haskins, PE  
Date: January 18, 2017  
Re: Proctor Bicycle and Pedestrian Scoping Study – Committee Meeting

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On January 11, 2017, a committee meeting was held at the Proctor Town Office to discuss the project alternatives. The following individuals attended:

<u>Individual</u>	<u>Representing</u>
Stan Wilbur	Town of Proctor, Town Manager
Dale Christie	Steering Committee Member
Steve Follett	Steering Committee Member
Chrissy Haskins, PE	Dufresne Group (via teleconference)

1. Chrissy gave a brief overview of the VTrans comments. Many of the comments were requesting clarification or additional information. Some of the comments exceed the scope of work for this project (Scott Gurley concurs with this). The major comments that require committee input are as follows:
  - a. Pedestrian Bridge – VTrans would like to see some discussion on whether a pedestrian bridge would be beneficial, even if it ends up being eliminated due to cost.
    - i. The committee agreed that a pedestrian bridge was not necessary or desired and they did not want to spend a lot of time on this alternative.
  - b. South Street Shoulders – The minimum width for a “wide shoulder” is 3 feet. If the travel lanes are reduced, the shoulder from Reynolds Street to Main Street would meet this width requirement. The shoulder from Grove Street to Reynolds Street would be too narrow. Chrissy proposed an alternative of shared lanes through this section, transitioning to wide shoulders at Reynolds Street. The other alternative would be to widen the pavement (i.e. encroach into grass strip, which would potentially result in moving the sidewalk further into front lawns to maintain a grass strip of adequate width).
    - i. The committee agreed with the proposed alternative. They noted that they do not want to encroach onto front lawns as this may turn residents against the project.

- c. Main Street Bike Lane – VTrans did not agree with the bicycle lane between the parking lane and the curb. They indicated that this cross section would require an additional 3 feet of space between the bike lane and the parking lane to allow space for bikes to maneuver around car doors. This space could be obtained from narrowing the parking and/or travel lanes. VTrans also suggested installing barriers to prevent cars from parking in the bicycle lane. Chrissy noted that another option is to move the bike lane to the other side of the parking lane, adjacent to the travel lane.
  - i. The committee agreed to move the bike lane between the parking lane and travel lane.
  - ii. Stan asked if VTrans would mark the bicycle lane on Main Street when they mark the center line or if this would be the Town's responsibility. Chrissy will ask Scott Gurley.
- d. Shared Use Path – At the start of the shared use path, the path would need to cross the currently undeveloped OMYA parcel. This parcel is a brownfield to the north (not affected by the shared use path) and contamination from the rail ties has been found along the rail spur. The contamination is not significant enough to warrant further investigation or remediation. However, if a shared use path is to be installed, coordination with Waste Management would be required for minor remediation during construction of the path. This would likely be a soil cap.
  - i. There was discussion on alternatives such as building the path on top of the existing material (i.e. no excavation) or modifying the alignment to follow Main Street instead. Chrissy will contact Waste Management to get an idea of what would be required for a shared use path in this area.
- e. Beaver Pond Bike Loop – VTrans has noted they will not fund the loop as they do not fund facilities that do not have a destination. Chrissy noted that the only proposed work on this loop was minor signage and pavement markings for shared roads.
  - i. The committee noted that this work could be locally funded.
- 2. Dale noted that the owner of the quarry (Frank Beyette) has been working on a path behind Proctor Gas already. Dale estimate that the path is about 5 feet wide. Dale will take photos to share with the committee.
- 3. Stan confirmed that the Town now owns Beaver Pond.
- 4. Chrissy asked the committee to consider phasing of the project. VTrans noted that they will likely not fund this as a single project. Chrissy suggested that the committee prioritize the improvements. Once prioritized, Chrissy will develop a phasing plan and provide cost breakdowns for each phase.
  - a. The committee agreed that South Street and Main Street were the highest priorities, with South Street being the number 1 priority. Steve noted that these areas had the highest number of bike/car interactions.
- 5. The committee discussed a schedule for the final public meeting. Stan proposed February 7, 8 or 9 at 6:30PM. Stan will confirm meeting room availability and email everyone with the meeting date.