

Safe Routes to School Travel Plan Task Force – Meeting Notes: 20 November 2012 (Page 1)

In attendance: Tracy Bull (Chair), Katie Cleasby, Peter Flood, Officer Rob Kelleher (3:20pm), Principal Marsha McGill (3:20pm), Leslie Rothman, Sarah Ruffell

Guests: Leaders Holly Morales and Beth Lewis, and girl scouts from Merrimack Junior Girl Scout Troop #12129

The meeting was called to order by committee Chair Tracy Bull at 3:35pm. She welcomed the committee members and guests, for whom introductions were made around the table.

Mrs. Bull announced that she had been notified by several committee members of scheduling conflicts for today's meeting, therefore lacking quorum, the meeting would be kept relatively brief and informal in nature. Review and approval of the meeting minutes from September 18th, 2012 were tabled accordingly until the next meeting.

Mrs. Bull reviewed the status of the project grant, sharing that the application had received formal approval in August 2012. The "local agreement" had been received and signed by the necessary parties in the Superintendent's Office in August, and returned to the SRTS coordinator at the NH DOT. The original copy was then formalized as of October 23, 2012 and returned to Mrs. Bull. She passed the signed document around the table for members to review, further indicating that copies were made and filed with the Merrimack SAU Office.

Mrs. Bull explained that the next step was to receive word on scheduling a "scoping meeting" in order to formally review the project in Concord with SRTS Coordinator, John Corrigan. The meeting would include Mrs. Bull, Merrimack School District Business Administrator, Matt Shevenell, and one additional member of the SRTS Travel Plan Task Force. Matt Waitkins (NRPC) will assist with preparation for this meeting, but will not be among those attending. Once the scoping meeting has taken place, a formal "notice to proceed" will follow, at which time the body of the committee's work will commence. As per the signed local agreement, work must formally commence within 3 months of the October date.

Mrs. Bull described that, in anticipation of the project's work, she and Matt Waitkins (NRPC) had arranged for a phase of traffic counts to take place on roads surrounding and most germane to the Mastricola Complex. On Tuesday, November 13th, Mr. Waitkins placed traffic counting machines in the following locations: Baboosic Lake Road (2 points, one east and one west of the complex), O'Gara Drive, McElwain Street, Woodbury Drive, Bishop Street, and School Street. The machines remained in place for one week and are expected to yield information as to traffic volumes and speeds at each location across the week. Any associated expenses for these counts are covered by NRPC.

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Mrs. Bull shared that National Bike to School Day is scheduled to take place on May 8, 2013. Although JMUES has been actively observing National Walk to School Day for the past 8 years, there has not been formal local participation in the biking event. To that end, she asked that committee members review the information provided online by the National SRTS website in order to hold a discussion during the next meeting as to potential participation for students in the Masticola Complex. She indicated that she would follow up by distributing an email to committee members with links to this information online.

<http://www.walkbiketoschool.org/ready/about-the-events/bike-to-school-day>

On behalf of JMUES PE teacher, Rick Greenier, Mrs. Bull reported the successful participation of 50 students in National Walk to School Day on October 8, 2012. Aided by the Merrimack Police Department, this was their 8th consecutive observance of the event at JMUES.

Mrs. Rothman shared her family's regular interest in biking to school and outlined the idea they have for a possible safe bike path project which would ideally include Bishop Street and the outer perimeter of the parking lot behind MES, and potentially a connection to JMUES. While only in the early discussion stages, Mrs. Rothman explained that she has already presented the idea to MES Principal Carter and would like to include JMUES Principal McGill on the discussion. She envisions the path would involve crushed stone and perhaps some landscaping features to make it inviting, and could potentially be assisted by other community members, such as Boy Scouts pursuing their Eagle projects.

Mrs. Bull invited guest, Mrs. Morales, to describe their troop's interests as they pertain to SRTS. Mrs. Morales explained that she represents a local troop of Junior Girl Scouts who are comprised of young ladies in the 8-11 age range. Currently are interested in earning their "Energize Journey" badges, they are seeking ways to actively participate in and assist with efforts that focus on energy conservation, such as the types of walking chains and biking trains undertaken by SRTS. They are happy to provide and supplement efforts such as research, promotion, participation, etc., and look forward to being of assistance if possible. Committee members welcomed the concept and support, and Mrs. Bull indicated that she would copy Mrs. Morales on the email she expected to draft relating to discussion preparations for National Bike to School Day.

In consideration for the committee's next meeting, Mrs. Bull indicated she did not foresee immediate need for a December meeting, particularly pending scheduling of the upcoming scoping meeting for the grant, which she will keep members apprised of via email. She

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explained that since the committee typically meets the third Tuesday of the month, that would technically make January 15th the next meeting date. However, since the first Tuesday of January lands on the 1st with New Year's Day being a holiday, the committee might also consider Tuesday, January 22nd as an appropriate meeting date. It was agreed to schedule the next meeting for Tuesday, January 22nd at 3:30pm in JMUES Room #122. Mrs. Bull requested that Mrs. McGill please reserve the room accordingly.

Mrs. Bull thanked committee members and guests for their attendance. All were wished a Happy Thanksgiving, and the meeting was adjourned at 4:05pm.