

**North Avenue Task Force**  
**Meeting Minutes**  
 July 14, 2015

<b>Attendees</b>	<b>Absentees</b>
Vice Chair Paul Sisson, Ward 4 Andrea Todd, Ward 3 NPA Kirsten Merriman Shapiro, CEDO Ben Bloom, Ward 3 alternate Pat Kearney, Ward 4 alternate Nicole Losch, DPW CCRPC staff Eleni Churchill, Chris Dubin, Marshall Distel	Chair Jason L'Ecuyer, Ward 7 Rich Nadworny, Ward 4 NPA RJ LaLumiere, Ward 7 NPA Justine Sears, Ward 3 Barry Simays, Fire Department David White, Planning & Zoning Muffie Milens, Ward 7 alternate Marty Spaulding, School District Jon Moore, CCTA
<b>Public</b> Katelin Brewer Colie, Local Motion	

**I. Housekeeping**

Introductions. Agenda approved. June minutes tabled to consider in August.  
 Scheduling recurring meetings: 2<sup>nd</sup> Tuesday of each month. Can park at BPD lot across the street?

**II. Public Comments**

Throughout meeting.

**III. Data Collection Update**

Nicole: Jason has created new videos of Rt. 127 intersection during peak hours. Still need some updates. Will make corrections prior to posting online. Need intro language – suggestions? Eleni and Nicole will work on plan view drawing to pair with video.

Eleni and Chris: data collection still underway, will be complete by September. ATR counts complete at 1 location (between Rt. 127 – Saratoga Ave.), have 3 more pending (volume, speed, vehicle class). Travel times: 2 teams, AM and PM peak traveled back and forth; minimum/maximum times varied but averages for AM/PM end up very similar. Side street queues: 1 street complete. Turning counts: 1 remaining (Shopping Plaza) – will count pedestrian movements, bikes on road, bikes on sidewalk, vehicle movements. Bike counts: ATR data and turning movements; videos are not working but are trying to fix.

Andrea: no bike travel time data collection yet, will look for more helpers.

**IV. Outreach, Pilot Project Planning, Schedule**

Rt. 127 Intersection – wait until spring? City is comfortable with this. Group agrees. Will bring consistency to project, clearer schedule, more time for adequate outreach.

Metrics / outreach: Nicole and Andrea will meet to ID which metrics are for which project/phase, draft schedule, bring to group to find helpers. ***Will bring to August meeting.***

Schedule / timeline: broke pilot into projects and drafted schedule based on decisions needed for each project:

1. Shore Road – Plattsburg Ave / Institute Rd – Rte 127 intersection: on-street parking + bike lanes OR no on-street parking + bigger bike lanes?
2. 127 intersection
3. Lane reassignment / road diet

	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	2016
<b>On-street Parking</b>	Discuss pros / cons	Review layouts for different options – NATF decision	Outreach	→	Public Works Commission decision	Develop literature for outreach	→
	Brainstorm outreach formats: who to reach, how to reach them						
<b>Rt. 127 intersection</b>	Confirm metrics	Develop literature, messaging: “May/June”	→	→	Explain phasing: what is happening, when	Develop literature for outreach	→
	Community involvement: inform						
	Collect data						
<b>Lane reassignment / road diet</b>	Confirm metrics	Develop literature, messaging: fall 2016, after 127 changes settle, before snow flies	→	→	Explain phasing: what is happening, when	Develop literature for outreach	→
	Community involvement: inform						
	Collect data						
<b>Data collection</b>	Qualitative and quantitative – finish by end of Aug.	Present all data to NATF, focus on parking layouts					
<b>Outreach: clear messages, clarity on formats</b>		Parking pros / cons, poster boards	→	→			

## V. Next Steps

Next meeting: August 11, September 15. 2<sup>nd</sup> Tuesday of month beginning October.

Group needs a new, friendlier name. Rich has something drafted.

### Task Force homework:

- Focus groups
  - o Draft text for Neighborhood News July edition
  - o How can we make the travel times relatable? Pop songs?

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