

Bike Path Connector Task Force
Meeting Minutes
Monday, July 26, 2021

Zoom link

<https://us02web.zoom.us/j/81561620728?pwd=dHV3b0dicVFNQUcrSXZ1MGZheGQ1dz09>

Dial-in: [301-715-8592](tel:301-715-8592), Meeting ID 815 6162 0728, Password 458225

To access the Shared Use Path Google Folder, use the following link:

https://drive.google.com/drive/folders/1A6NobFSHwq74FIZCS_hHgobvZrCaNt_D?usp=sharing

Task Force Members In attendance:

- Gary Temple
- Kriss Grisham
- Mary Blake
- Jeff McCrehan
- Gretchen Horlacher
- Eva Patrone
- Oscar Ramos
- Andrew Hotaling
- Nick Suzich was absent

Non-Task Force residents present:

- John Compton
- Charlie Challstrom
- Janet Lottero
- Patrice Klein
- Meredith Horan
- Barbara Raimondo
- Joan Mahaffey
- Jay Everhart
- Paula and Darrel Anderson
- Paula Puglisi
- Betsy Klinger
- Jan Davis

[Link to the agenda](#)

Minutes

Eva will create a shared drive folder for letters that come to the Task Force

- One for pending letters

- One for replies

Set dates for two meetings open to questions and discussion by Town residents. Ideally, the meetings should be sooner in order to be able to get responses back to residents.

- First meeting: August 16th
- Second meeting: early to mid Sept after Labor Day

Goal is for November 8 submission of the Task Force report to the Mayor and Town Council.

Discussed some shared Google Drive organization and creation of some folders such as 12 new folders to bin the individual Evaluation Criteria documents and supporting evidence.

Request to Town residents: We would like to know how visible and how transparent these folders are. Go into the Google docs- they should be visible for viewing. If you have suggestions about documents or areas that can be added, please let us know.

Link to the shared drive is on the Town website and other places to make it more accessible to the Town residents

Liaison with County officials - We are still working on setting up the liaison, and are accepting Task Force volunteers - Send Gary and Kriss an email, if interested.

The Liaison will be a designated point of contact (POC) Task Force member who will be reaching out to County officials to collect data and information. The TF Liaison will not be a spokesperson for WG in any capacity.

List of entities that we are going to reach out to

- We need to compile that list.
- Mary Blake will begin compiling that list, and others will help fill in the gaps.

On the nature of progress in the task force's work defining the Evaluation Criterion

- The Task Force has made an initial attempt to define the 12 Evaluation Criterion

Defining Evaluation Criteria

[Link to the document](#)

- We have broken up into 2-3 person groups who have agreed to look into specific criteria to better define the data and sources we need for the evaluation criteria. The Team will begin to collect data and sources of relevant evidence to populate the folders associated with each evaluation criterion.
- Updates
 - Safety: we are looking at writing evaluation criteria for all the options.
 - Start to put together documents about safety, ideally from MoCo.
 - The Master Bike Plan that was established by the County contains appendices that look at different aspects around safety, but we should

look for additional sources. How we define safety will dictate what kind of docs to look for.

- Started looking at crime stats related to shared use paths. How much do we want to use other county/state studies? They won't be exactly like WG, but it still might be helpful.
- We are evaluating both the safety of bike path connections that might be constructed by DoT, and also the effects of traffic and other safety issues on the WG roads leading to them.
- We are seeking data on technical questions bearing on road and bike path safety, including slope, speed, visibility, etc. We will need to prioritize obtaining info on key issues.
- Environmental and Historic impact
 - We'll have to scrub the criteria evaluation and clean it up.
- Legal Implications
 - The Town's responsibility is to not be negligent in its care of the connections, ie, roads, connecting to the bike path. The TF will seek clarity on the rules of the road with respect to how Maryland applies these to bike paths. There are some court cases in other states (nothing in Maryland yet) about towns' responsibility.
 - Mayor's comments: The town is insured for liability on our roads, but for how people gets into Town. Our liability insurer stated this when recently asked, the town has the responsibility to maintain its roads. If we have made a reasonable attempt to maintain roads, our responsibility to protect others has been met.
 - We should get a statement from the insurer.
 - Mayor: We have an email from them. We have liability in the form of a lake. That has a lot of liability, but we are comfortable with that. We are protected against foreseeable claims against the Town.
 - Comment: The lake is private, whereas the roads would be used by members of the public.
- A lot of language is already entered into the Criteria Evaluation document. More work still needs to be done:
 - The language should be pointing us to reliable sources
 - Criteria teams can start to refine the questions and come up with a list of sources that we should seek out.
 - Criteria team members should email each other to begin the conversation about how to refine their sections.

On bike path options

- We are still evaluating all the options with factual evidence

Instead of creating 7 new groups to apply the Evaluation Criteria to 7 individual bike paths, the TF members expressed a desire to continue working with their existing Evaluation Criteria partners to utilize what they have learned (and are still learning) about their own Evaluation Criterion to focus this understanding on evaluating each of the different 7 bike path options in coming weeks.

- We will stick with our current Evaluation Criteria groups, but members representing all of these groups will walk together along the routes of the bike path options, to better understand them. We will evaluate one or two bike path options at a time, until all seven (or more) are thoroughly evaluated.

Organizing visits to the bike path routes

- Eva will set up a Doodle poll for establishing dates for walking visits to the paths
- Nick offered to be the coordinator for these visits

TF members were requested to look at the draft standardized Town resident input form for comment, with the intent of finalizing and having the TF accept the form, via email, by close of business Wednesday, July 28, 2021. Link to draft from below:

https://drive.google.com/file/d/1552SSu2Y_PCTpZ1la7ms-8UTpnVUsqAS/view?usp=sharing

Additionally, the TF discussed a recent letter submitted to the TF via email from a Town resident and how the TF should and would handle this and other Town resident correspondence. It was stated that all inquiries from Town residents will be responded to as part of the TF evaluation process.

The TF welcomes all residents to provide their input. To better capture the various concerns, comments, and suggestions, the TF has developed a standardized input/inquiry form (see link above). The TF is requesting that the Town residents use this form, once the draft form is finalized, so they can better focus their inquiry, allowing the TF to provide better and consistent responses.

Next meeting: Monday, August 2nd, 7:30pm