

## TOWN OF YORK BICYCLE AND PEDESTRIAN COMMITTEE MEETING

Date: October 7, 2015

### Attendees:

Donna Hayford
Peter Yaunch
Brian Ross
David McCarthy
Dylan Smith
Scott Hastings
Guests: None
Community input: None

### Topics Discussed:

Committee Introductions and expectations: Members were asked to discuss their expectations and hopes for the Committee. While each member expressed varying levels of emphasis in specific areas, inputs focused on:

- Safety for cyclists and walkers. A key to increased walking and cycling is for community members to feel safe and to feel comfortable that their children and grandchildren are in a safe biking or walking environment. Specific concerns with distracted drivers and unsafe road crossings on routes to schools were expressed.
- Education of walkers, cyclists, motorists, and law enforcement to assure common understanding and implementation of laws and rules of the roads, sidewalks, and trails. This may take many forms: e.g. Bike and Pedestrian Safety Education in the schools, bike rodeos, Community Dialog activities, and social media.
- Fulfilling the Charter's tasking to create a Bicycle and Pedestrian Master Plan for the Town of York and working with the community to fully implement that plan.
- Working with all stakeholders to connect the "community web". Where infrastructure – roads, bike lanes, sidewalks, trails currently exist, promote awareness and use of those resources. Where infrastructure is not available connecting community "hot spots", schools, neighborhoods, and other frequent destinations, develop plans and drive implementation of those plans through Selectmen, Planning Board, Maine DoT, and other groups.
- Promoting the benefits of cycling and walking for health, the environment, and the local economy.
- One tangible outcome of the Committee's efforts would be designation as a bike friendly and/or walker friendly town by a national organization within the next three years.

Committee Chair and Recorder: David McCarthy was elected as Chair of the Committee. Duties for recording minutes will be rotated among members on a voluntary basis.

Meeting Schedule: Meetings will be held on the first and third Wednesday of each month at 4:00 in the York Library.

Available Resources to support Bike/Ped Committee: The Committee briefly discussed available resources including the Bicycle Coalition of Maine, groups responsible for national recognition of bicycle and pedestrian friendly cities and towns, and other regional towns who are working to improve safety and accessibility for walkers and cyclists. Attached is a starting list of resources which will be expanded as resources are identified.

Stakeholders in Bike/Ped: The attached list provides an initial list of stakeholders as previously provided to the Selectmen with additions from the meeting discussions. It will be updated as other stakeholders are identified.

**Action Items:**

- Post Committee Vacancy on York Community Dialog Facebook page (Dave)
- Provide links to Bicycle Friendly and Walk Friendly recognition web sites to members (Dave)
- Provide links to Bath, Brunswick and Portsmouth Bike/Ped master Plans to members (Brian)
- Obtain or create York Town maps for Committee discussions (Scott)
- Invite Dean Lessard to next meeting (Dave)
- Review Bath, Brunswick and Portsmouth plans for next meeting (all)
- Recruit possible volunteers to fill committee vacancy (all)

**Next Meeting Date:** October 21, 2015 at 4:00 at York Public Library

**Tentative Agenda:**

- Discussion with Dean Lessard York DPW of road and sidewalk projects
- Review of existing Town maps
- General discussion of Bike/Ped Master Plans from Bath, Brunswick, and Portsmouth for lessons learned
- Establish timeline for Committee development of Town of York Bicycle and Pedestrian Master Plan
- Outline/Table of Contents/Format for Town Bike/Ped Master Plan
- Identify "Quick Hit" actions that the Committee can take to improve pedestrian and cyclist safety and stimulate conversations with the community on bike and pedestrian issues. (e.g. sharrow painting in York harbor; 3-Foot law signs on state roads at entrances to Town, or a York Community Dialog forum on bike and pedestrian issues)

**TOWN OF YORK BICYCLE AND PEDESTRIAN COMMITTEE MEETING**  
10/21/2015

**Attendees:**

Dave McCarthy  
Brian Ross  
Peter Yaunch  
Scott Hastings  
Donna Hayford  
Guest: Dean Lessard

**Topics Discussed**

Dean Lessard, Director of Public Works, discussed completed and future road construction projects for York, Maine roads. Following is an abbreviated list of improvements:

Completed Resurfacing Projects, Shoulder Improvements, and sidewalks:

- Route 1 from Kittery town line to ramp on York Street, 5' shoulder in most areas
- Chases Pond, Scituate to Spur Road, 4' paved shoulder and mostly widened to 28 feet.
- York Street, Roaring Rock to Norwood Farms Rd., 5' shoulder
- Roaring Rock to beach, 4' shoulder
- Shore Road, Harborside Restaurant to Main Street, 2' paved shoulder with sidewalk. Worked with Sewer district.
- Main street to Shore Road with sidewalk, 4' shoulder is in process. Working with Water District.
- Church St, Ridge Rd to Long Beach Avenue, 5' foot paved shoulders with a "contra bike lane" on the north side.

Current

- Route 91, compact area from Rt 1 to Scotland Bridge, maintenance turned over to Town. West of this area is state responsibility.  
-If favorable weather continues , work will continue in this area (4' paved shoulder)
- Airport Rd.
- Contracted-out sidewalk snow removal in business districts. (DPW priority are sidewalks around schools.)

Future Projects

- Route 91, extending further west with additional Water District utility work
- Long Beach Bathhouse, moving road near bathhouse
  - replacing culvert on north side
  - widen top of sidewalk with ladder-affect to widen sidewalks near beach and to reduce spillover and road/sidewalk damage from extreme high tides.
- Beach access road from Route 1 to Ridge road. Town is in the process of hiring an engineering firm to do the design work.
- Village Project, item on Spring ballot for additional funding.

- Ridge Road to Old Post Road

## **Maps**

Scott provided two maps, 1) “Road Jurisdiction” (town, state, private ownership) and 2) “Existing Sidewalks”. Both maps provide a great starting point for updating existing conditions. We added that the sidewalk plan should also have crosswalk data.

Donna asked if we can obtain accident data for bicycles and pedestrians from the Town or Police Department.

In reviewing maps, we discussed creating subsections or focus areas:

### Preliminary Breakdown

Village to York Harbor to CRES

Beaches, Long Sands/Nubble/Short Sands/Cape Neddick Beach

Route 1 Corridor

Northern Corridor (north York/Cape Neddick/Mt. A.)

Southern Corridor (south of York River)

Dave mentioned a connection of master plan with York Hospital's Healthy Maine Partnership. Donna seconded the idea with another city's main focus on health in their Master Plan.

## **Action Items**

Review other town's master plans (all)

Continue updating sidewalk and crosswalk data (Donna/Scott)

Determine sidewalk responsibility on Ridge Road (Scott/Dave)

Determine inclusion of bicycle and pedestrian interests with Ron McAllister in York Community

Dialogue (Dave)

Determine if we have accident data for bicycles and pedestrians (Scott)

## **Next Meeting**

November 4, 2015, 4:00 pm., York Library

## **Discussion Items for Next Meeting**

Timeline and Process for Master Plan

## TOWN OF YORK BICYCLE AND PEDESTRIAN COMMITTEE MEETING

Date: November 4, 2015

### Attendees:

Donna Hayford
Brian Ross
Leah Drennan
David McCarthy
Dylan Smith
Scott Hastings
Guests: None
Community input: None

### Topics Discussed:

Leah Drennan joined the Bicycle and Pedestrian Committee following her approval by the Selectmen at their Nov 2<sup>nd</sup> meeting. Leah expressed her desire to work the Committee in improving safety for cyclists and walkers in York. A particular focus is on safety for York's children.

The minutes for the Oct 21 meeting were approved and will be sent to the Town for posting.

After reviewing the Committee's charter, the Committee brainstormed actions, events, and milestones for developing the Master Plan for improving Bicycle and Pedestrian safety and access in York. The results are summarized on the attached power point slides. The Committee will continue to refine the actions needed to complete the Master Plan by Oct 2016 at future meetings.

### Action Items:

- Scott will continue to update Town maps for use by the Committee
- Members will review accident data available at <http://www.avcog.org/index.aspx?NID=1016>
- Send minutes to Town for archiving. (Dave)

**Next Meeting Date:** November 18, 2015 at 4:00 at York Public Library

### Tentative Agenda:

- Review Town maps for existing conditions (Scott lead)
- Review attached Master Plan actions, events, and milestones for completeness and accuracy.
- Continue to refine timeline for completing Master Plan by October 2016.
- Brainstorm Quick Hit actions for the Committee – specific things we can do in parallel with Master Plan development.

**Attendees:**

Donna Hayford
Leah Drennan
Brian Ross
David McCarthy
Scott Hastings

**Topics Discussed:**

1. Minutes were approved for November 4<sup>th</sup> meeting and will be sent to Town for archiving.
2. In compliance with the Charter's direction that the Bike/Ped Master Plan include "An inventory of existing Conditions", the Committee reviewed a Town map which included known sidewalks and crosswalks. The following items were noted:
  - Update map to include recently completed Shore Road sidewalk from Route 1A to Cape Neddick Beach
  - Sidewalk gaps were identified including:
    - Woodbridge Road
    - Route 1 opposite Hannaford drive area
    - Whippoorwill development
    - Ridge Road from Post Office to almost Old Post Road
    - Main Street in York Beach near Shore Road (expect to be resolved in conjunction current road and utility work in the area)
    - West side of Route 1 from York Corner to Hannaford Drive
    - Route 103 from bridge to York Street
    - Nubble area near Dunnes Ice Cream shop
    - Linking of Lindsey Road and Organaug to Middle School
  - Areas needing further review:
    - Proposed Connector Road from Route 1 to Ridge Road
    - Crosswalks for use by hospital employees parking on Woodbridge Road (check also Village Study Committee plan)
    - Crosswalk/pedestrian light near route 91/Rite Aid
    - Pedestrian crossing at Route 1 and South Side Road
    - Chases Pond Road shoulders
  - Other safety questions raised during the map review:
    - Old Post Road lacks shoulders or sidewalks
    - Street lights on York Street do not provide adequate lighting for crosswalks
3. For further analysis purposes, the Committee separated the Town into five review areas. This will allow more detailed review and mapping with multiple layers shown on a single map.

The areas initially selected:

- York Corners/Village and Harbor
- Coastal beach area including Long Sands, the Nubble, Short Sands, and the area bounded by Shore Road to the ocean.
- The Route 1 Corridor
- South of the York River from the ocean to South Berwick and Eliot town lines
- West of Route one from York River to Ogunquit line

Layers could include:

- Sidewalks,
- Crosswalks,
- Road shoulders,
- Off-road paths,
- Safety data (e.g. accidents or high risk areas),
- Recommended bike or pedestrian routes or byways,
- Recommendations for future projects

4. The Committee decided to invite a representative from the York Police Department to the December 2<sup>nd</sup> or 16<sup>th</sup> meeting to advise us on safety and enforcement issues related to pedestrians and cyclists. Areas of interest noted by Committee members are:

- YPD list of top 10 areas with cyclist and pedestrian safety issues
- Information on enforcement of bicycle, pedestrian, and vulnerable user laws
- Training process for officers on changes to laws (e.g. new vulnerable user laws)
- YPD sponsorship and support for Bike rodeos or other events
- What should a citizen do if they witness a violation (distracted driver, near miss/3 foot violation, right of way violation)
- Views on “Bikes May Use Full Lane” signs and/or “Sharrows” road markings.
- Feedback from summer bike patrol officers on biking in York.
- Comments on YPD role and observations in patrolling off road trails (e.g. Water District)
- What can the Bike/Ped Committee do to support YPD efforts?

**Action Items:**

Request York Police Department representative(s) attend Committee meeting in December. (Dave)

Refine study area boundaries and create related maps. Target for December 16 meeting, if possible. (Scott)

**Next Meeting:** December 2, 2015 at 4:00 at the York Public Library

Tentative Agenda:

Discussion with York Police personnel (if available)

Update existing conditions information (on-going)

Develop Master Plan Timeline

Compile and prioritize “Quick Hit” list

**Attendees:**

Donna Hayford
Leah Drennan
Brian Ross
David McCarthy
Scott Hastings
Guests: York Police Representatives School Resource Officer Jamie Rooney Patrol Sergeant John Lizanecz

**Topics Discussed:**

1. The Committee invited representatives from the York Police Department to the December 2<sup>nd</sup> meeting to advise us on safety and enforcement issues related to pedestrians and cyclists.

The discussions with Patrol Sergeant Lizanecz and School Resource Officer Jamie Rooney covered a broad range of topics which are summarized below. Both officers shared their perspectives and extensive backgrounds in York Police work as well as their perspectives and observations as parents, runners, and cyclists.

- Top areas with cyclist and pedestrian safety issues:
  - Shore Road - Major bike route with many areas having short ranges of vision and no shoulders.
  - Ridge Road - This is a heavily trafficked area –cars, cyclists, and pedestrians especially in the summer with seasonal workers. Street lights on Ridge Road should be reviewed. Investigate restricting vehicle parking on shoulders.
  - Long Sands Road – especially near the Libby’s and Eaton Campgrounds. In addition to the increased number of walkers from the campgrounds and neighborhoods, at this point, the road narrows and parked cars further restrict the safe area for cyclists.
  - Webber Road – pedestrians parking at the high school use this narrow road to get the beach.
  - Route 91 – major connector for the west side of town with narrow sections and heavy, fast traffic.
  - Route 103 – around the dock area to York Street and at the town line. Lack of sidewalks from bridge to York Street and lack of a crosswalk on York Street were noted. Speed and lack of visibility at the town line are an issue.
  - Woodbridge Road – gap in sidewalks noted as well as number of pedestrians including York Hospital employees.
  - Josiah Norton Road – Speeding is the major problem. Traffic monitoring equipment recorded a motorist going 70 miles per hour.

- Old Post Road – Committee members view this area as problematic for pedestrians and cyclists due adjoining neighborhoods and lack of sidewalks or shoulders. The Officers were not aware of any historical problems with this area.
- Data on enforcement of bicycle, pedestrian, and vulnerable user laws:
  - It was suggested that the Committee work with Sergeant Owen Davis and GIS manager Brett Horr who have been aggregating and analyzing data on police activity by location in Town.
  - The topic of publicizing warnings and citations involving walkers and cyclists was briefly discussed. Deborah Mc Dermott of the York Weekly/Portsmouth Herald reviews the Police logs and selects what items to publish. The Committee may wish to discuss with is with her.
- Training process for officers on changes to laws (e.g. new vulnerable user laws): Police throughout the state receive information of changes in laws by several means including Police Chief “roadshows” in the spring and fall, on-line refresher training which includes testing on the laws, and emails/bulletins. Specific training is provided for many assignments. Bicycle patrol personnel participate in a classroom and field Police Mountain Bike class. Sergeant Lizanecz conducts this for York working with the Bicycle Coalition of Maine and Ogunquit.
- YPD sponsorship and support for Bike rodeos or other events: YPD is not in a position to lead bike rodeos but is interested in participating. The Committee will work with the Bicycle Coalition of Maine, the schools and YPD to find a way forward to host two bike rodeos in the spring, one for YES students and one for CRES students.
- “Bikes May Use Full Lane” signs and/or “Sharrows” road markings: Two specific areas were discussed as places where state law and cyclist safety dictate that cyclists should move into the travel lane due to insufficient road width to allow a motorist to pass a cyclist while assuring compliance with the 3-foot law. Use of Sharrows and/or Bikes May Use Full Lane signs would warn motorists that cyclists could be in the travel lane.
  - In the York Harbor area, Route 1A (especially from the Lancaster Block to the Reading Room), has parked cars that leave insufficient lane width for a passing car, let alone a car and a cyclist with parked cars opening doors.
  - Long Sands Road heading from Libby’s Campground to York Beach also has insufficient lane width for cyclist to safely stay out of the door zone fwithout riding in the travel lane.
- YPD collaborates with the Water District in patrolling their off road trails via ATV. The water district has successfully received a grant for this work. There is some patrolling of paths in York harbor/ Steedman Woods, as well.
- What can the Bike/Ped Committee do to support YPD efforts?
  - Explore reinstating the ice cream reward “Bicycle Safety Citation” program YPD collaboration with the Village Scoop and/or other ice cream shops. The Committee will determine if they can lead this effort without violating conflict of interest rules regulating relations hips between Town entities and citizens/businesses. (Note: a copy of the citation was provided to members after the meeting.)
  - Create map(s) of safe cycling routes for residents and tourists. Involvement of Chamber of Commerce was suggested. The maps should have multiple routes for all levels of cyclists. Routes or riding areas for young children and routes of 3, 10, and 20 miles were suggested.

- Skateboarding – Prior to the meeting, two York citizens asked that the topic of skateboarding be added to the discussions. York has a very restrictive ordinance prohibiting skateboarding on any roads or sidewalks in York. This has caused frustration of kids and parents when Officers do their duty and direct kids to stop using the skateboards even on low traffic, safe neighborhood streets. It is also an impediment to building positive relations between kids and the Police. Skateboards are also used by some people as transportation including getting to work or school. Feedback will be provided to the concerned citizens and the Committee will keep skateboard use as an element of recommendations in the Master Plan.

This URL points to the ordinance:

<http://yorkmaine.org/LinkClick.aspx?fileticket=0Q3Yva4ZuSs%3d&tabid=181&mid=1634> The Ogunquit ordinance is included for information in these minutes It was not discussed during the meeting. <http://www.townofogunquit.org/vertical/sites/%7B2524508A-BBA7-433A-9EAA-E74D93FCB25D%7D/uploads/%7BF1532A68-D29A-4F9A-9C23-11EDE51AC4BA%7D.PDF>

2. Scott Hastings provided members with Draft maps of the Bike/Ped Focus areas that will divide Town into areas to facilitate analyses. The map will be discussed at the next meeting.

#### **Action Items:**

1. Investigate reinstating the “Bicycle Safety Citation” for good behavior program. Check with Town Manager to determine if Committee can lead the program.(Dave)
2. Provide bike lights from the Bicycle Coalition of Maine to YPD for distribution to cyclists found without lights at Middle School or during patrols. (Dave)
3. Send feedback to York citizens who requested info on skateboarding ordinances. (Dave)
4. Plan for spring bike rodeos. (Committee)

**Next Meeting:** December 16, 2015 at 4:00 at the York Public Library

Tentative Agenda:

Finalize and approve minutes of November 18<sup>th</sup> December 2<sup>nd</sup>

Discuss how we are doing as a group and possible scheduling changes to maximize participation

Review Bike/Ped Focus area map and update existing conditions information (on-going)

Develop Master Plan Timeline

Compile and prioritize “Quick Hit” list

## **TOWN OF YORK BICYCLE AND PEDESTRIAN COMMITTEE MEETING**

12/16/2015

### **Attendees:**

Dave McCarthy  
Brian Ross  
Peter Yaunch  
Scott Hastings  
Donna Hayford  
Leah Drennan

The meeting minutes were unanimously approved for November 18<sup>th</sup> and December 6<sup>th</sup>.

### **Topics Discussed**

Dave talked with Sue Patterson, Healthy Maine Partnerships about interest in reestablishing the York Police Department “Bicycle Safety Citation” Program (a.k.a. ice cream reward for being “caught” demonstrating good cycling behavior.) Devin Rowe from HMP will assist as needed.

Based on report from the Selectmen’s meeting, there may be legal training required for Committees but unsure if it's all Committees.

Dave disbursed bicycle lights from the Bicycle Coalition to the York Police Department/Jamie Rooney (schools).

Dave gave skateboarding information and Ogunquit's skateboarding ordinance to interested parties.

We may want to conduct a Bike and Pedestrian Safety Education and/or Bike Rodeos at Coastal Ridge and Village Elementary Schools in the spring. Brian is interested in participating and needs to check whether training from 10 years ago is current.

We discussed preparation for a Public Meeting/Community Forum which may be in the spring, 2016. We need to prepare the timeline and also updated maps which include sidewalks, shoulders and trail maps. Trail maps are not readily available in York. Dave commented that opening discussions on some informal trails may open opportunities in the future. Brian also provided a document with “Maine Trail Resources”.

We discussed public awareness of the Bike and Pedestrian Committee and using our Facebook page, York Community Dialog, the Town website, and the local newspaper. Scott will investigate the Town web site process. Brian volunteered to draft a letter to the editor for the York Weekly to publicize the Committee.

We considered Google Docs shared drive for collaboratively working on some documents as well as issue of storing our information/data. Dave will check with other Committees as to how they use electronic tools to support their efforts.

We want to update the Selectmen's Committee at least once or twice a year on our progress. First update will be possibly late February's meeting with the Event Timeline.

We reviewed segregated map of York and Cape Neddick provided by Scott. We originally had 5 sections and decided to combine Sections 2 & 3, leaving Harris Isle in map 3.

Dave updated us on information from Dean Lessard; Scotland Bridge to Rt 236 is targeted for 11' lanes and 3' shoulders but not scheduled until 2019. Long Sands Road improvements in conjunction with drainage and bathhouse projects are being designed to have speed tables at cross walks and to expand the sidewalk width to 7 to 8 feet.

We addressed disjointed sidewalks near Hannaford's as well as the Nubble. Leah recommended signage where sidewalks abruptly end. We also discussed question of who's responsible for sidewalks/stripping in commercial parking lots. We believed it was responsibility of the party owning the property but probably occurred when there was new painting/paving work already occurring.

Dave introduced "Imagine Bikes Here" which is pop-up infrastructure to test a new pedestrian/cycle lane. This may be an approach to trying sharrows in the harbor.

We briefly discussed initiatives of connecting to "west of Route 1" and MT. A to the Sea. There is interest in using the York Beach connector road for the latter. Also, informed that the State may pay for a traffic light at Route 1 intersection with the connector road.

We are targeting October 2016 to complete Master Plan.

#### **Action Items**

- Determine how to add information about our Committee in Town website (Scott)
- Discuss "ice cream ethics" (incentive program) with Steve Burns (Scott)
- Contact Dean about current conditions of Route 1 sidewalks and responsibilities in this area. (Dave)
- Contact Mike Sullivan about attending 2<sup>nd</sup> meeting in January (Dave)
- Access crash statistics from York Police Department (Scott)
- Check with other Committees as to how they use electronic tools to support their efforts. (Dave)
- Draft Letter to the Editor (Brian)
- Create a Strawman timeline from Nov 4<sup>th</sup> meeting's brainstorming session data (Dave)
- Contact Elementary Schools about training and rodeos scheduling (Dave – After holidays)

#### **Next Meeting**

**January 6, 2016**, 1:00 pm., York Library. Please note time change!

#### **Discussion Items for Next Meeting**

- Timeline for Master Plan (Dave to provide strawman)
- Letter to Editor, York Weekly draft (Brian)