



**SAFE ROUTES TO SCHOOL COMMITTEE MEETING**  
**Monday April 14, 2008 at 10:00 a.m.**  
**City Hall Conference Room A**

The Safe Routes to School Committee met on Monday, April 14, 2008 at 10:00 a.m. at City Hall, Conference Room A

- I. **CALL TO ORDER:** Christina Westfall, Chair brought the meeting to order at approximately 10:05 a.m.
- II. **ROLL CALL:** Christina Westfall, Chair and Traffic & Safety Representative, Debbie Finnigan, Traffic Engineer, Robert Lister, Superintendent of Schools, Rebecca Emerson, School Board Representative, Police Commissioner John Golumb, Police Commission Representative, and Detective Rebecca Hester, Police Department Representative. Also present were Christine Casa.

Excused absence, Jonathan Bailey.

The Chair welcomed Kirsten Barton to the Committee.

- III. **ACCEPTANCE OF MINUTES:**  
**MOTION** made by Rebecca Emerson to accept the minutes of the March 17, 2008 meeting contingent on the secretary's verifying the Motion made by Jonathan Bailey on Page 3 was seconded and passed. After further investigation, the minutes were correct therefore accepted as presented. The March 26, 2008 meeting was accepted as presented. The Chair noted for the record they are not in their entirety. Seconded by John Golumb. Motion passed. Kirsten Barton abstained.

- IV. **NEW BUSINESS:**

- A. Projects for 2008 Grant Proposal/Travel Plan Engineering – The Chair referred to the last page of the Travel Plan “Physical changes to make walking and/or bicycling from home to school safe and inviting. Examples include sidewalks, bike routes and paths, signs and pavement markings, intersection improvements and traffic claiming projects” which is what we are trying to get through today.  
Debbie Finnigan asked if there might be other schools other than Woodbury that would benefit from those flashing school zone signs and to see if we can get the rest of the money for those signs.

Rebecca Hester stated that Concord has one of those signs. Dr. Lister stated he is going to Concord the following day and would like to see what they look like. Rebecca Hester will e-mail the information to Dr. Lister.

Supt. Lister stated that Little Harbor has a lot of walkers, Dondero does but is a small more contained neighborhood. Dr. Lister's preference would be to have people, good for the kids to see people, the crossing guards interact with the parents, it's a friendly atmosphere for everyone.

Kirsten Barton stated that Lebanon has those portable speed check signs. Rebecca Hester stated that the Police Department has one and we do move it around.

Rebecca Emerson stated that Little Harbor has crossing guards at Junkins, South and Sagamore and South and Clough, and there is also a 15 MPH flashing light. People go slow in this area.

Debbie Finnigan stated the need for proposals for the 2008 grant as she has to start writing this now as it is due May 14<sup>th</sup>. Debbie Finnigan referred to Lincoln and Miller and whether you want some sort of engineering there to improve it and other projects you think we should do, maybe start from Dondero and move out and start to put in sidewalks in. These are Debbie Finnigan's suggestions and asked if there were any others.

Rebecca Emerson asked about Weebles. Debbie Finnigan stated they are about \$250-\$300 and last about a month as they get hit and are not worth anything and would rather put up a static sign for about \$150 and you know there less likely to get hit. When we do something we want to make sure it has a long shelf life.

Debbie Finnigan stated that the amount we can ask for is more than \$100,000, \$200,000 and at the last state review meeting they were pleased that we recognized each school and not just one.

Dr. Lister referred to the surveys and asked what the parents wanted to see for the schools.

The Chair responded Lincoln and Miller, parents of New Franklin recommended dropping off and not going into the school and then let them walk in.

Debbie Finnigan thought getting engineering information to figure out the circulation and also how do you make it safe for the kids to play and maybe change the pattern as well for people to drop off the kids would be helpful to make this happen.

Dr. Lister suggested having a series of meetings with parents, have them get involved. Debbie Finnigan suggested having an engineer to help with the planning study to include all the schools.

Debbie Finnigan stated that the Department of Public Works is responsible for keeping up with the painting of crosswalks which is part of the agreement we have with the State.

The Chair stated at Van Buren and McKinley which is the first major intersection out of Dondero there are no crosswalks and at least 75% of the kids come in that way, buses come in that way, yet there are no crosswalks there and suggested this be put into the Grant.

After discussion it was decided sidewalks to Dondero, engineer to assist in a traffic study.

Debbie Finnigan felt this would be good to ask for in the engineering part and the next piece is to have an educational part.

Debbie Finnigan suggested having Safety Town to come perhaps spend time at each school.

Rebecca Emerson suggested not just educating the children but the greater community. Feels we need to bridge the disconnect between community and schools in a lot of aspects, not just this.

The Chair stated that Safety Town is centered in the community, not based on schools, based on community. It is a good program.

Kirsten Barton suggested getting the entire community involved on October 8<sup>th</sup> the Walk to School Day, having a day when there is 100% participation from everybody. Ms. Barton is hoping that SRTS can participate in is to fund a T-shirt for all the kids to wear, everyone would get one and would encourage the SRTS logo and perhaps getting an outside sponsor to sponsor the T-shirts. Perhaps having a contest with the kids for the best logo.

Dr. Lister suggested perhaps having an art teacher involved, an opportunity to get money to do things in the classes, whether it be T-shirts, incentives, etc. there needs to be an incentive. At some point suggested inviting a couple of those creative teachers here.

Rebecca Hester referred to compliance checks where they stop cars for specific violations and could they incorporate for speed in the school zones during school times, but not sure about the grant allowing this as part of enforcement or educational. Perhaps not ticket everybody, but they get stopped, talked to and educated.

Debbie Finnigan responded that the grant will not pay for salary, only pay for materials. Debbie Finnigan will check with Mr. Corrigan.

Debbie Finnigan read off the requests for the Grant. Flashing school zone sign at New Franklin School, additional portable speed zone that the Police can use as part of their efforts for enforcement, Lincoln and Miller engineering study with construction, planning study for each of the schools, Restriping of crosswalks yearly, a portion of sidewalk at Dondero, construction of VanBuren and McKinley to narrow that street down, education piece, T-shirts with logo on them for the Walk to School Day and Safety Town.

Kirsten Barton suggested PTO & PTA's have a lot of good programs at their schools which is more parent involvement. Also suggested some kind of funding for an activity or event to be held at each of the schools.

The Chair stated Jonathan Bailey will update us on the bike rally.

**MOTION** made by Rebecca Emerson to have Debbie Finnigan go ahead with the plans for the Application for the Grant. Seconded by John Golumb. Motion passed.

- B. Florescent Green (Day Glo) School crossing signs - John Golumb – John Golumb felt these were effective and asked what the cost would be to put some of the school crossing sign permanently where the kids cross, and at the crosswalks that are not that visible.

Debbie Finnigan thought this could be done and would have to go before the Traffic & Safety Committee.

Debbie Finnigan felt this would be good to put in the grant.

Dr. Lister strongly suggested having the crossing guards present to be part of this conversation and ask them how can we support you and see what they have to say.

Rebecca Hester will speak with them and see if they can come to a meeting and if they cannot make a meeting at least get their input.

Debbie Finnigan suggested waiting to put in the Grant until we get some feedback as to where those school crossing signs should go and then go to Traffic & Safety with our proposal for their approval.

- C. Meeting Schedule (dates and time) – The time will be changed from 7:30a.m. to 9:00a.m. After discussion it was decided to change the day from Monday to the 3<sup>rd</sup> Thursday for the month of May, the next meeting to be held May

15<sup>th</sup> at 9:00a.m. The chair stated this will be voted on at the next meeting when all members are presents.

## **V. OLD BUSINESS**

A. Children's Day Event Progress Report – Debbie Finnigan stated that we need to figure out how we will set it up, take it down, etc.

Rebecca Emerson suggested splitting the day into shifts. The Chair will send out an e-mail of a sign up sheet to the members to fill out and send back.

Debbie Finnigan will run off brochures, will work on the map and send out literature. As the state does not have a banner, we may want to see if someone will donate one. Will need to follow up with Jonathan Bailey on the bike donation. They have tents and tables.

Debbie Finnigan will put \$500.00 into the grant for printing out flyers.

B. Children's Day Sub-committee - The Chair referred to the meeting held on May 26<sup>th</sup> when it was decided to let the committee as it is now do the work so a motion is necessary to rescind the sub-committee.

**MOTION** made by Rebecca Emerson to rescind the sub-committee. Seconded by John Golumb. Motion passed.

C. Bike Rally – As Jon Bailey was absent this will be on the next Agenda.

## **VI. PUBLIC COMMENT (As Time Allows)**

Ann Wheeler, President of Little Harbor School stated they are planning the bike rodeo and wondered if there is money in the grant for incentives for reflective straps for backpacks, bicycles, which would be fun but also a safety function.

Debbie Finnigan responded that she can speak with Officer Hester.

The Chair stated that event needs to tie in directly with SRTS. Saber is involved and Police Department to do bike registrations and helmet checks. The Chair stated she does not want to get caught up in things that they may not approve. There's a lot of programs out there for wellness and health and it's a side shoot of what we are doing. It really is the safety routes, how are they getting to school, what we can do to change that, make it better, educate the kids to these routes, how they are going to use it, walking safety, biking safety.

Debbie Finnigan stated that 50 helmets at \$30.00/ea is \$1500.00 and she is responsible for not over spending the money.

Christine Cass, Dondero School PTA President asked about the May 14<sup>th</sup> Grant and wanted to make sure that you are requesting those certain sidewalks near Dondero.

Debbie Finnigan will find out the square footage cost, it is expensive, will put it in the Grant and will try to figure out what we can put in and what we thought we could get.

Another issue during the school zone times there are people who live there and park their cars on the road so buses are swerving around them and is dangerous and asked if there is any policy about parking on the side of the road during school hours.

Debbie Finnigan suggested she write a letter stating her concerns as well as where people are parking, get it to her before the 1<sup>st</sup> of May and it will be placed on Traffic & Safety next month to see what can be done to fix this situation. Debbie Finnigan suggested she send it to her or to Ken Smith via the DPW and it will go to Elaine and she will hold it.

Kirsten Barton asked if bike lanes can be put in when the sidewalks are put in? Debbie Finnigan responded 10' bike lanes will be installed.

## **VII. ADJOURNMENT**

The Complete packet is on file at the Public Works Department

Respectfully submitted

Elaine Boucas  
Recording Secretary