

## **NYSMPO/NYS DOT**

### **Bicycle and Pedestrian Planning Staff Meeting Notes**

Thursday, March 15, 2012

Capital District Transportation Office

1 Park Place, Suite 100

Albany, NY 12205

#### **ATTENDEES**

##### **MPOs:**

A/GFTC - Kate Mance

BMTS - Scott Reigle

CDTC - Jason Purvis, Theresa LaSalle

ECTC - Jim Arey

GTC - Bob Torzynski

HOCTS - Matt VanSlyke

PDCTC - Emily Dozier

SMTC - Danielle Krol

##### **NYS DOT:**

Main Office - Gerardo Mendoza, Eric Ophardt,  
Marty Neveu, Mary Harding, Rick Wilder

Reg 1 - John Franchini, Susan Olsen

Reg 5 - Greg Szewczyk, Chris Church

Reg 6 - Jeff Spencer

Reg 8 - Lisa Mondello, Jim Rapoli

Reg 9 - Mark Bowers

Reg 10 - Lanny Wexler

FHWA - Emmett McDevitt

NYS GTSC- Jennifer Hogan

NYS DOH - Elaine Troy

NYBC - Brian Kehoe

RSG - Steven Gayle, Corey Mack

#### **MEETING NOTES**

##### **1. Introductions**

##### **2. Review of Previous Action Items:**

- **GTSC Highway Safety Strategic Plan Review.** Purvis: GTSC has asked this Working Group to review and comment on the Pedestrian, Bicycle and Wheel-Sport Safety section of their Draft 2012 Highway Safety Strategic Plan. The plan can be downloaded here:  
<http://www.safeny.ny.gov/HSSP/HSSP2012.pdf>  
Comments are requested to be sent to Jennifer Hogan by March 30, 2012.
- **Statewide Bicycle Route Signing Policy.** VanSlyke: Meeting with Mendoza is still pending.
- Complete Streets, Safe Routes to School, and website progress will be discussed in greater detail later in the meeting.
- **NYS DOT Bicycle Map Printing RFP.** Ophardt: Bicycle Map Printing RFP has been drafted but is not yet available.
- **NYS DOT Rumble Strip Policy Review.** Dozier and Kehoe: Provided comments on the draft rumble strip policy language. Draft rumble strip guidance will be discussed in greater detail later in meeting.

### 3. Presentation on Bike / Ped Enforcement Training

- Purvis: This Bicycle and Pedestrian Enforcement Training presentation is a discussion of current practices at CDTC. The Capital Coexist Bicycle Education Campaign highlighted the need for greater law enforcement training. Peter Flucke, president and founder of We Bike, was contracted to provide consulting services for bicycle and pedestrian enforcement training. The process is mid-continuum, currently discussing opportunities and barriers for improved enforcement training. The enforcement training is currently budgeted around \$8,000 – 10,000.

Purvis: There are several key steps to improving bicycle and pedestrian enforcement training, including:

1. Determine appropriate bike / ped contact for each enforcement agency
2. Send training materials and request attendance at on-site training
3. Conduct on-site training with enforcement agency personnel
4. Stay in contact with enforcement agency personnel with additional trainings, updates, and other opportunities
5. Measure implementation of the training recommendations

Purvis: Currently, the enforcement training program is in the second step and there has so far been a good response rate for the on-site training. More invitations to the training will be sent out by the end of the month to the enforcement agency contacts. The training is scheduled over two days (April 30 and May 1, 2012). The training will be led by Peter Flucke who was previously a police officer and can relate professionally to the officers. National Highway Traffic Safety Administration (NHTSA) roll call videos for law enforcement personnel, pedestrian and bicycle safety CDs, and other materials will be distributed to the agencies.

Purvis: Following the training, surveys will be sent to the participating agencies to assist in improving the trainings. These trainings may be deployed statewide. So far, most interested communities have been primarily suburban.

Arey: Local advocacy group is working with the Chemung Traffic Safety Board to develop “warning cards” to hand out to bicyclists after infractions. Pending the Sheriff’s approval, the first card will serve as a warning and the second issuance will result in a legal summons.

McDevitt: Suggest to Arey to also target pedestrian behavior; pedestrians are the most vulnerable road user and have much higher crash numbers than bicyclists. Currently looking into data on pedestrian crashes to fuel public information campaign on a statewide basis, including the dangers of impaired walking.

Rapoli: Agree that pedestrian education and enforcement is an issue, particularly at crosswalks around colleges. Enforcement personnel need support from their governing bodies (Mayors, Town Supervisors) to ensure they have support to make bicycle and pedestrian enforcement a priority.

**[Note: Jason still needs to confirm details on this]**

#### 4. Regional / Agency Updates:

- **Region 1/CDTC/AGFTC**

Purvis: Capital Coexist Campaign funded and underway, with a focus on bicycle education. Creating a public service announcement with Radio Disney and expanding website using PL funds available to the MPOs.

Olsen: Some suburban communities are looking into creating main streets and town centers on State Routes. Discussions have focused on how to create walkable communities on high speed roadways, modifying zoning requirements, developing on-street parking, and encouraging higher density development.

Olsen: As some developers have been directed to install sidewalks, an issue that has come up relates to logical termini. Often, sidewalks must be constructed with clear starting points and ending points, but some smaller developments cannot reasonably make these connections. It was suggested that towns should develop a sidewalk plan to guide the construction and location of sidewalks. Developers can contribute to an escrow account or fund, and when enough capital exists, construct the sidewalk between these logical termini.

- Rapoli: Encourage municipalities to have a transportation section and sidewalk plan within the Comprehensive Plan, mandating sidewalks in future developments. Some developers prefer to construct the sidewalk on private property, but a public easement is recommended. It's often better to install a sidewalk one segment at a time, instead of waiting for a longer section.
- VanSlyke: Recommend complete street and smart growth training to interested municipalities.

Mance: A bike improvement plan is underway for Warren County, which balances feasibility and cost with local needs and the existing transportation facilities. This plan is intended to be a blueprint more than an action plan, and includes methods for selecting specific enhancements and routes. The plan is available online at [www.agftc.org](http://www.agftc.org) under "Publications – Draft Documents". The document can be downloaded at: [www.agftc.org/asp/DocumentDetails.asp?DocumentID=425](http://www.agftc.org/asp/DocumentDetails.asp?DocumentID=425)  
The plan will likely be approved in April.

Mance: A/GFTC has teamed with Creating Healthy Places to Live, Work and Play and the NYS Department of Health (DOH) to fund a "Share the Road" pledge designed to promote safe motorist, bicyclist, and pedestrian behaviors. The pledge includes a raffle drawing for a \$50 gift certificate. More information can be found at: <http://pledgetosharetheroad.wordpress.com/>

Mance: Other activities include complete streets training and outreach efforts to interested municipalities, and the selection of seven "Make the Connections" bicycle and pedestrian improvement grant projects, totaling around \$200,000.

- **Region 2/HOCTS**

VanSlyke: The accelerated bridge and road paving program incorporates bicycle and pedestrian improvements wherever feasible. A construction data pilot project is being developed; Sharon Heyboer has more information.

VanSlyke: Bike lockers have not been well utilized at the Utica train station. The lockers would benefit from more publicity. Currently Amtrak manages the lockers but does not keep records on utilization.

- **Region 3/SMTC**

Krol: Coordinating a complete streets training with Lois Chaplin of Cornell Cooperative Extension; DOH's Creating Healthy Places program can assist local municipalities with Complete Streets policies. The complete streets fact sheet should expand upon the concept of complete streets in rural settings.

Krol: Working with a non-profit group to upload bike trails into a series of interactive PDFs linked to existing maps. If no existing maps are available for the trails, staff is creating them. The maps will help promote healthy, walkable communities and include a safety section. A smaller, weatherproof and tearproof 2011 Bike Suitability Map is also available.

Krol: The Erie Canal Ride route is being revised to include on- and off-road segments to encourage visitors to venture downtown.

Krol: Developing a sustainable streets plan, currently inventorying existing sidewalks and reviewing ordinances and pedestrian policies, with bicycle and transit policies upcoming.

Krol: Preparing commuter bike routes, currently looking into areas with the highest travel demand and determining the suitability of these or parallel routes. The effort is just starting to involve the bicycling community.

- **Region 4/GTC**

Torzynski: An Active Transportation Working Group has been developed outside of the GTC by interested community stakeholders. The group is developing a proposal for the Bicycle Friendly Community designation, and will be conducting pedestrian and bicycle counts based on Alta and ITE's National Documentation Project methodology.

Torzynski: Monroe County has hired an Active Transportation Coordinator who is working with area universities, local municipalities, and the Active Transportation Working Group to promote walking and bicycling with assistance from a CDC Community Transformation Grant.

Torzynski: A website for bicycling, transit and commuting has been developed similar to the website in place in Buffalo, but it is not yet public. This site will utilize Google Transit and Google Maps and potentially have the ability to track emission reductions and provide bike routes in Google Maps. As the bicycle maps are updated, the website will include

information about new bike lanes, sharrows, and a bicycle boulevard (currently being studied).

### **Region 5**

Szewczyk: The bicycle and pedestrian coordinator position for the Region has been transitioned to Chris Church.

Szewczyk: Working with the MPOs to turn bike route guide into an online version, allowing customizable scaling, sizing, printing, and commenting to report hazards or changes to routes.

Szewczyk: Buffalo has installed sharrows in several locations, primarily in coordination with resurfacing projects on bicycle routes where bike lanes do not fit within the existing curb to curb roadway width. The placement criteria is based on the width of the road; if a bike lane does not fit within the existing roadway and the roadway is a bike route as determined by the bike route master plan, sharrows are placed in the lane as approved by the City's Bicycle and Pedestrian Advisory Board.

Szewczyk: Progressing with ADA compliance; developed a system to rate pedestrian infrastructure and determine if the facility warrants replacement, maintenance, or is acceptable. The system has been termed CAPS: Candidate ADA Priority System, and is used to develop and evaluate projects, allow for potential funding opportunities, and includes a post construction assessment.

- **Region 6/ECTC**

Arey: Using partnerships thanks to this group:

- (1) To utilize the Elmira Promenade TE Grant, looking into the best ways to incorporate the transportation center and the community;
- (2) Partnered with Creating Healthy Places in developing the "Active in Elmira Brochure" which highlights parks, transit routes, and other facilities;
- (3) Same partnership (with assistance from the DPW and disability advocacy groups), funded improvements in the parks have been identified which may add infrastructure and improve accessibility; and
- (4) Partnered with the Association for the Visually Impaired and the Southern Tier Bicycle League as part of a City of Elmira safety assessment on a main street in downtown Elmira.

Arey: ECTC has funded a trail feasibility study for a trail from downtown Elmira for 5 miles, adjacent to I-86.

- **Region 7**

No representatives.

- **Region 8/PDCTC**

Dozier: The right-of-way between The Walkway Over the Hudson and the Dutchess Rail Trail was purchased from CSX, and will allow Dutchess County to construct a trail connection in the next year or so. The final section of the Dutchess Rail Trail (over Route 55) will begin construction shortly and will open in about a year.

Dozier: The PDCTC completed a sidewalk inventory for the Village of Rhinebeck last year, and intends to replicate the methodology annually in other towns. The project was completed with the assistance of interns who used GPS receivers to collect the data. The inventory helps to identify gaps and develop a phased improvement plan for the municipality.

Dozier: Working with the County DPW to identify high crash locations for a safety assessment. This will be conducted with consultant assistance and will prioritize low-cost improvements.

Dozier: Hoping to update the PDCTC's 1996 Bicycle and Pedestrian Plan this year. A bicycle and pedestrian advisory committee may be established to assist.

Mondello: The existing Bike Route 209 linking Orange, Ulster, and Sullivan counties is being evaluated for potential off-road segments to complete a gap and connect to Route 28. Working with the Local Projects Unit to provide input on bicycle and pedestrian issues on local highway projects. Sidewalk infrastructure will be expanded utilizing private funding sources when possible, specifically targeting pedestrian issues near colleges, universities and elementary schools.

- **Region 9/BMTS**

Reigle: Finishing up bicycle and pedestrian plan, with many updates since the previous document developed in 1995, including design standards, new legislation, and partnerships.. There will be two plans—a Pedestrian Plan, and then a Bicycle Plan. The Draft Pedestrian Plan will be available in April.

Reigle: The bidding process has been completed to prepare a Greater Binghamton Sign Plan and Design Guide for the complete regional network, including developing a brand for the Greenway. The total fee is around \$40,000, and is scheduled to be completed in 6-9 months.

Reigle: Broome County has partnered with the CDC to develop a complete streets policy in Binghamton. The intention is to work with the DPW and engineering departments to develop low-cost improvements, including filling in sidewalk gaps and enhancing overall accessibility.

Reigle: Binghamton has received two grants: Building Blocks for Sustainable Communities for complete streets education and training, and a HUD Livability Grant for Main Street involving development of a form based code and construction funds totaling \$485,000.

Reigle: Tioga County has followed Broome County's model to develop coalitions and mini-grants to build communities, specifically with the Tioga County Healthy Communities Coalition.

Reigle: The upcoming 7<sup>th</sup> Annual Binghamton Bridge Pedal ride is planned for July 14, 2012.

Bowers: Identifying and prioritizing bike routes in region for future improvements, including the creation of a map of needed routes. NYSDOT is preparing a project for a new path from downtown Binghamton to Binghamton University adjacent to Route 434 using NHS funding.

Bowers: The NYSDOT Regions should all have a comprehensive pedestrian and bicycle plan, incorporating sustainability and smart growth. A plan could be developed to serve as a template for other communities, and potential partners may include DOH, Office of Aging, and the Governor's Traffic Safety Committee (GTSC).

## **Region 10**

Wexler: ADA bikeway and pedestrian enhancements contract is underway for improvements to curb ramps, sidewalks, bikeways, and other infrastructure. The regional bikeway committee has reviewed all state highways for bike lane suitability and constructability. Where bike lanes are not suitable, such as adjacent to on-street parking in village areas, sharrows have been proposed. All improvements are being closely coordinated with the municipalities. Additionally, missing sidewalk segments have been identified and are being permitted for construction.

Wexler: 18 bicycle lockers have been installed at a park and ride lot. The Region is working with municipalities on a program to place these lockers outside of the DOT network. The municipality must agree to own, operate, maintain, and promote these lockers. The lockers have been offered for free to 10 municipalities – 6 have agreed to take them, 3 are still deciding, and one has declined.

Wexler: The Region is looking to sign and stripe 100 miles of bike lanes where the shoulder condition allows, including stenciled markings and "NO PARKING" and "BIKE LANE" signs.

- **Region 11**

No representatives.

- **FHWA**

McDevitt: GTSC is developing a statewide Pedestrian Safety Action Plan. A draft has been developed and is being revised to be more data driven and include more improvement strategies.

McDevitt: The annual New York Highway Safety Symposium is scheduled for October 14 – 17 in Lake Placid. <http://www.itsmr.org/NY%20Highway%20Safety%20Conference.htm>

McDevitt: The Bike – Walk Symposium will be held September 18 in Glens Falls. The luncheon speaker will be the chief engineer of the Walkway Over the Hudson project. The symposium will feature segments on bicycle myths and other state's Complete Streets best practices.

McDevitt: The FHWA Division office will focus efforts on safety and compliance with the MUTCD and applicable design standards. Additionally, the office is seeking information on local applications of Hybrid Signals.

McDevitt: New York is now a focus state for intersections in addition to its designation as a focus state for pedestrians. This allows for free safety trainings and resources from FHWA (see listings on [www.walkinginfo.org](http://www.walkinginfo.org)). Requests for trainings and resources should be received soon because the fiscal year is already half over.

- **New York Bicycling Coalition (NYBC)**

Kehoe: The NYBC is promoting bicycling to increase its viability as a transportation mode. The NYBC has a presence on Facebook as well as a website ([nybc.net](http://nybc.net)) and e-newsletter. There is value in the partnerships between the NYBC, the MPOs, and the DOT regions, and the NYBC is available for assistance.

Kehoe: The NYBC would like to see meaningful application of the Complete Streets legislation, and sees the NYBC as a means to transfer knowledge across the state and provide feedback on projects like the Livingston Avenue, Tappan Zee Bridge, and Crown Point Champlain Bridge projects.

Kehoe: Upcoming issues include providing bicycle access on Amtrak trains, increasing set-aside funding in New York as in other states, and increasing Transportation Enhancement Program funding levels.

#### **Department of Health (DOH)**

Troy: The DOH Family Health Program is promoting three programs: Healthy Eating and Active Living by Design (HEALD) (diet, exercise, and smoking cessation), Creating Healthy Places, and Healthy Schools.

Purvis: Injury prevention services are provided by Michael Bower and other program staff. The smoking cessation group is not in attendance.

#### **4. NYSDOT Initiatives:**

- a) GIS Exercise

Purvis: Some issues are still persisting in the uploading of GIS data to the state system. Specifically, some staff members are having difficulty logging into the network, and the uploaded data is not getting updated in the system.

Mendoza: As of recently, the Main Office has updated all received data. There was a time lag between receipt of the data and inputting, but everything should be up to date now. The tool to update any future data should be compatible between ArcGIS Version 9 and 10. To complete the data upload, it is proposed that the Main Office contact the individual MPO GIS staff to



address the remaining issues, or at least develop a plan to address the issues. Unfortunately, the Main Office GIS technician is currently scheduled on a different project.

Olsen and Bowers: Suggest that the MPOs should be able to directly access the program from their offices to simplify the process. As bike facilities are built or changed, it would be easier for MPOs to update the data directly so it can be up to date.

Mendoza: There are security concerns with allowing access to the server. It may be easier to send NYSDOT GIS specialists off-site, and additional Main Office staff may be able to assist.

After some discussion it was agreed that MPO access to the mapping program will also be pursued on a separate track.

LaSalle: Suggest using ALIS and CITRUS as a template or model for MPO access to the state databases.

Purvis: To move forward, suggest that MPO GIS staff conduct phone conferences with Main Office GIS technician to get the updates started.

Tozynski: Suggest that DOT GIS staff send empty shape files with attributes defined to MPOs so they can easily import the requested data.

Ophardt: Regions 3, 4, and 5 are the only locations yet to transmit data files. Excess information, such as hiking trails, can remain in the database.

#### b) Safe Routes to School

Harding: Looking to start planning and scheduling workshops:

- Announcements in May
- Guidelines distributed in April
- Workshops in June
- Applications due/Regional Review Teams in October
- Events on Walk to School Day, October 3, 2012
- Project selection and announcements before Christmas

Harding: A new guidebook is being released with improved right-of-way acquisition guidance and oversight methodologies. The regional review team can consist of any community members, unless they have a conflict of interest including being a project supporter or writing a letter of support. If the applicant didn't use funding last year after being selected, they will not be eligible this year.

Harding: Schools, school districts, non-profits, and other organizations can sponsor non-infrastructure projects; only municipalities can sponsor infrastructure projects. Pre-review conducted by the MPOs may be provided at their discretion. Private schools may apply for non-infrastructure grants if they are a qualified school. The funds are for K-8<sup>th</sup> grade, and the school must have students currently walking to school.

Harding: Federal Aid 101 trainings have been combined with Safe Routes to School trainings, and these courses are open to everyone, but not required.

c) Complete Streets

Wilder: Chapters 17 and 18 of the Highway Design Manual are being updated for bicycle and pedestrian considerations. The minimum lane / shoulder widths have been increased from 9-ft / 2-ft to 10-ft / 4-ft; if these widths cannot be met, formal non-standard justification must be provided. Standard sheets and details for off-road paths have been developed. Most changes resulting from the new legislation will affect the planning process. When the Initial Project Proposal is being developed, staff will look at the feasibility of incorporating Complete Streets treatments into the scope. In addition to the pedestrian checklist, a bicycle checklist is forthcoming.

Bowers: Complete Streets should be addressed early on in the planning process, at the project initiation proposal and a pre-scoping meeting; if complete street considerations are not identified at this early stage, they may be neglected at later stages if they are not in the project description.

Wilder: The scope of work early in the life of the project needs to include the appropriate considerations. Shoulder widening to provide bike lanes may not be the best use of funds for simple repaving projects, but other treatments may be better suited.

Olsen: Express concern that 1-R and maintenance projects may disregard the complete streets legislation because the project is not intending to change the existing conditions, however if simple changes, such as re-stripping, can be made, these modifications should be investigated. 1-R projects should be required to go through this same planning and complete streets consideration process.

Rapoli: State planning needs to account for bicycle and pedestrian considerations early in a comprehensive planning process that identifies the appropriate facilities and funding for these features.

Mendoza: No money has been designated or set aside for these features.

Gayle: The Complete Streets Fact Sheet has been reviewed and comments have been received. The primary comment has been on expanding the sheet to include considerations of complete streets in rural areas. It has been discussed to create two fact sheets: one urban, and one rural.

Krol: Two fact sheets are not necessary; remove and condense some of the urban complete street language to allow space for the rural complete streets guidance.

d) Rumble Strips

Wilder: NCHRP Report 641 identifies the benefits of rumble strips. USDOT is now prioritizing the reduction of lane departure crashes. Seeking feedback on rumble strip guidance: originally requested comments by February, but still taking comments. The EI will go through clearance

review this summer. Document may be downloaded here:  
[https://www.dot.ny.gov/programs/rumblestrips/repository/shldr\\_rmble\\_strps.pdf](https://www.dot.ny.gov/programs/rumblestrips/repository/shldr_rmble_strps.pdf)

Dozier: Suggest increasing the width available to bicyclists in situations adjacent to guardrail or curb to at least 5 feet. Suggest increasing the minimum AADT threshold for placing rumble strips to 1500 – 3000 vehicles per day.

Wilder: Current AADT policy suggests placement on roads with 200 vpd, but DOT may reconsider this. Rumble strips will not be placed on 4-ft wide shoulders being used as a bike lane until the shoulder can be widened to 6-ft.

Rapoli: Rumble strips could be used to justify shoulder widening to 6-ft to improve the bicycling environment.

e) Sharrows

Mendoza: NYSDOT is developing a policy for sharrows. The policy discussion has begun and has focused on placement considerations and the general application of the policy. Factors likely will include adjacent land use, presence of bike routes, available roadway width, and speed limits. For now, use the MUTCD standards.

McDevitt: Proposing a statewide policy to clarify the discrepancy between the two MUTCD policies (educational and placement).

Mendoza: Existing sharrows placed under the current standards and policies will not be affected if the new policy contradicts the previous placement guidelines.

Wexler: Some communities were concerned that the policy may encourage bicyclists to take the lane through entire villages, slowing all traffic through town to the speed of one bicyclist.

## 5. Bike to School Day Events

Harding: Bike to School Day is May 9, 2012. Events are planned nationwide, statewide, and regionally. These events will highlight completed Safe Routes to School projects, and schools that have previously received funding are encouraged to host events. Schools with registered events will be given reflective zipper pulls and shoe ornaments to be distributed to participants, and will be entered to win a bike rack. More information can be found at: <http://www.walktoschool.org/>. A letter will be sent to the MPOs shortly. The GTSC is hoping that schools will plan and register events soon. NYSAMPO is now a sponsor of Bike to School Day.

## 6. April 20<sup>th</sup> MPO Meeting

Gayle: BMTS will be hosting a Working Group Strategic Planning meeting, intended to help the NYS MPO Association understand how to best support and utilize the Working Groups. Jay Schissell, ECTC Director, will send out an email requesting each working group to assign two members to attend the meeting, in addition to the Chairs. With all working groups together, the discussion will be on improving the value of the working groups and methods to making the

planning process more effective and integrated. In addition, there will be a discussion on potentially creating three new working groups: freight, data management, and performance management.

#### 7. Winter 2012 Pedestrian Forum Newsletter

Gayle: No update.

#### 8. Other

Hogan: Comments are still requested on the Highway Safety Strategic Plan. Please send comments to Dozier for compilation.

Mendoza: Request that MPOs send information about new ped/bike projects for inclusion on NYSDOT and Regional "What's New" section of website.

Harding: Request photos of Safe Routes to School projects\events by early April.

#### ACTION ITEMS

- Purvis to distribute CDTC's Bicycle and Pedestrian Enforcement Training pamphlet.
- Purvis to distribute outline of the On-Site Enforcement Training Agenda when it is completed.
- Szewczyk to send Candidate ADA Priority System (CAPS) sheets and system info to Purvis; Purvis to distribute.
- Troy to send Purvis DOH handouts and contact info; Purvis to distribute.
- Purvis to distribute Injury Prevention handouts.
- Gayle to coordinate meeting invitees to April 20<sup>th</sup> MPO Working Group Meeting.
- Mendoza to begin coordination efforts between NYSDOT GIS Specialist and MPO staff to complete GIS data transfer.
- Mendoza to begin the process to give MPOs direct access to Main Office GIS program database.
- MPOs to reach out to schools, particularly those that have received Safe Routes to School Funding, to encourage participation in, and determine if any Bike to School Day Events are planned. If so, the schools should register these events at [www.walktoschool.org](http://www.walktoschool.org).
- MPOs and regions to compile and send photos of Safe Routes to School events to Harding by early April.
- Dozier to send a project statement and website link about the new Dutchess Rail Trail segment to Mendoza for inclusion in "What's New" website section.
- Working Group to review the Pedestrian, Bicycle and Wheel-Sport Safety section of GTSC's draft 2012 Highway Safety Strategic Plan. Plan can be downloaded here: <http://www.safeny.ny.gov/HSSP/HSSP2012.pdf>  
Comments are requested to be sent to Emily Dozier by March 26, 2012.

*Meeting notes prepared by Corey Mack, P.E. (RSG) on March 23, 2012.*