



BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

DATE: Thursday, April 20, 2023

TIME: 6:30 PM

PLACE: Town Offices **ADDRESS:** 50 Billerica Road **ROOM:** 200

Meeting Minutes

Members Attending: R. Klinkhammer, J. Kelsey, T. Gazda, R. Schneider, D. Antonelli, S. Pustell, M. Carignan, J. Warhurst

Members Absent: J. Haouchine

Public Present: D. McNurland, J. Knight

6:30 Welcome New BPAC Member: Joshua Warhurst

- The committee welcomed our new member with introductions. He was sworn in by the Town Clerk and completed his ethics training.

6:35 Public Input

- D. McNurland handed out copies of the Friends of the Bruce Freeman Rail Trail Spring Newsletter. He also reported that the work on Phase 2B of the trail has resumed and a ribbon cutting may happen in July.
- D. McNurland reported on an accident on the trail near Cushing Place where a cyclist fell trying to avoid a pedestrian walking on the wrong side of the trail crossed over in front of the cyclist who called out that she was approaching on the right. All are reminded that everyone is to keep to the right on the BFRT.

6:45 Announcements

- None.

7:00 Discussion of FY24 Federal Appropriations Grant Submission – Sidewalk Construction on Parkerville Road (C. Clancy)

- Ms. Clancy was unable to attend the meeting, no update.

7:20 Update on Uniform Trail Rules Signage (T. Gazda)

- T. Gazda attended the March 23 Zoom Meeting of Multi-community Rules Uniformity Group to finalize the design of the trail rules signs.
- Two designs were presented and the representatives agreed that the larger sign is the preferred one and will not include the bolding of any of the rules text.
- A QR code symbol will be included and will link to the Friends website with a special page that will eventually include additional information about the trail as well as links to the individual community amenity funds for donation information.
- There was a request to include all of the icons at the top of the sign but the group agreed that the current format provides better symmetry.
- Acton has requested 24" by 30" signs as they will be able to be mounted on the existing double poles. Chelmsford and the other communities will stay with the 18" by 24" signs to mount to existing poles. The updated Handicap symbol is now on the design.
- T. Gazda requested that the art work be adjusted so that the standard bolt holes (3" from top and 3" from the bottom) do not interfere with the text or graphics as on the current signs.
- The signs will include the Anti-Graffiti film.

7:40 Update on Bench Donations

- Harriet Fell indicated that the bench donation by the Charles River Wheelmen in memory of Gardner “Sandy” Fell was being ordered and will notify BPAC when a ship date is received. As previously noted it will be installed near the 6.8 mile marker.
- Information was sent to Jack Alexander regarding the bench style used in Chelmsford as well as the remaining best site for a bench near the 4 mile marker. No response has been received.

7:50 Trail Maintenance – Cleven Park/Brickhouse/CCA to Fletcher Street

- A group of people from Azenta Life Sciences conducted an Earth Day Cleanup along the trail from Fletcher Street to past Cushing Place. A large pile of bags and debris was left near the kiosk. R. Schneider to contact Joe Eriksen at DPW to have the debris removed.
- A cleanup on the Stop and Shop property at the trail fence is needed. There was no agreement as to how to get this done.
- There is need to scrape encroaching dirt and moss of the trail surface between the CCA and Fletcher street as it narrows the paved surface on an already narrow section of the trail. J. Kelsey to contact the High School to see if there are students in need of community service hours that could do this work. Flat shovels, ice scrapers, brooms and wheelbarrows will be needed.

7:55 Discussion on adding Railroad Memorabilia to Brickhouse Trail Entrance and other locations on the BFRT (R. Schneider)

- R. Schneider reported that he had nothing new to report on this effort. His past efforts to procure some items from Phase 3D in Sudbury did not receive a response. He still would like to see a crossbuck and perhaps a short section of track as part of a display.
- J. Knight said he would inquire at the Kennebunkport Railroad Museum regarding how to go about obtaining some railroad related items.
- Interpretive signs at the few original railroad related items still visible on the trail in Chelmsford such as the Whistle Stop markers were mentioned as a way to educate trail users that this was once an active rail line.

8:00 Update on Brick Donation Program for Carol Cleven Park (S. Pustell)

- S. Pustell reported that due to personal issues he had not been able to follow up on this item. It was left off at meeting with the Town Manager and DPW Director to talk about this project and gain support for it.

8:10 Discussion Bike Repair Station Tools at Carol Cleven Park. (J. Kelsey)

- J. Kelsey was able to confirm with Dero that the set of new tools they offer will fit the existing repair station. He ordered the tool set. The cost is \$235.40 and reimbursement will be made from the BPAC account.

8:20 Approval of Meeting Minutes from Regular Session on March 16, 2023

- A motion to approve the minutes of March 16, 2023 as amended was made by J. Kelsey and seconded by M. Carignan. Motion carries. Abstention by J. Warhurst.

8:30 Updates:

- **Trail Maintenance Program (B. Schneider)**
 - Several trees fell along the trail in March and early April. DPW cleaned up the ones in Chelmsford. R. Schneider reported that the trees were cleaned up very promptly by DPW.
 - T. Gazda reported that the DPW was on the trail with the leaf blower on April 6th and 7th.
 - R. Schneider reported that there is a lot of graffiti in the Rt. 3 tunnel and its headwalls as well as under the I-495 bridges. T. Gazda will contact Mass DOT to address this matter.
 - D. Antonelli reported seeing a motorized three wheel ATV on the trail. He was reminded to call the police regarding this type of activity.
- **BPAC Account Status (T. Gazda)**
 - No changes to the balance of the BPAC Account. Current BPAC Account Balance is \$1,607.50

- The Portable Toilet Funding request in the amount of \$ 2,520.00 from the Friends of the Bruce Freeman Rail Trail was received March 31st . However, it did not show up in the BPAC account as of April 15th. It may have been deposited to the wrong account. Work is underway to get the funds into the correct account.

- **BPAC email report (R. Klinkhammer)**

- Only some follow up mail related to the previously approved Army Walk event.

8:40 Future Meeting Dates and New Agenda Items

- Next Regular Session: May 18, 2023 (6:30 PM)
- New items for future meetings - Discussion of Alternatives for Donations to the trail instead of benches as we are just about out of suitable bench sites in Chelmsford.
- Dates and agenda for future meetings/work sessions

8:45 Adjournment

- A motion to adjourn was made by J. Kelsey and seconded by D. Antonelli. Unanimous vote.

Next Regular Session: May 18, 2023 (6:30 PM)