

TO: Richmond Selectboard

FROM: Ravi Venkataraman, Town Planner

DATE: October 30, 2020

SUBJECT: Bicycle/Pedestrian Master Plan Project Steering Committee

### Background

In July 2020, the Town received confirmation that it had been awarded two \$40,000 grants via the FY21 Unified Planning Work Program (UPWP), one of which was:

- **Richmond Bicycle and Pedestrian Master Plan** to identify gaps in Richmond's bicycle and pedestrian network throughout town and develop plans to make meaningful connections to support community transportation. This project will roll out in two phases, the first looking at the town north of the Winooski River and the second at the town south of the River.

This project will be done by consultants; CCRPC and I will provide assistance. The Transportation Committee decided to establish a project steering committee for this project. The steering committee would guide the work, and ensure that the project represents the community's interest.

Due to funding and time constraints, this project is split into two phases. The current phase, phase 1, will focus on areas in town north of the Winooski River. Phase 2 will focus on areas south of the Winooski River. The Transportation Committee expects the entire project to be finished by July 2022-- provided that UPWP funds are given to finish the project.

### Letters of Interest

On October 12, 2020, I posted on Front Porch Forum on behalf of the Transportation Committee its update and call for volunteers. This information was reposted on October 20, 2020. During this time, the committee and I contacted other town boards and committees, and partner organizations—including Local Motion, RiseVT, and WSBA—for volunteers. The call for letters of interest closed on October 22, 2020. I received six letters of interest in this time from the following applicants:

- Jean Bressor
- Justin Graham
- Colin Green
- Chase Rosenberg
- Ian Stokes
- Jonathon Weber

During the October 26, 2020 Transportation Committee Meeting, the committee reviewed the letters of interest and recommended the appointment of all the applicants plus:

- James Floyd
- Allen Knowles

- Samantha Peikes

These applicants expressed interest for both the Transportation Committee and the Project Steering Committee before and during the October 26, 2020 Transportation Committee Meeting.

### Draft Motions

I have prepared the following draft motions to facilitate action by the Selectboard:

#### *Motion to create the Bicycle/Pedestrian Project Steering Committee*

*I, \_\_\_\_\_, move to create the Bicycle/Pedestrian Master Plan Project Steering Committee, which will oversee the UPWP Bicycle/Pedestrian Master Plan and provide guidance to its work throughout the project duration.*

#### *Motion to appoint members to the Bicycle/Pedestrian Master Plan Project Steering Committee*

*I, \_\_\_\_\_, move to appoint Jean Bressor, Justin Graham, Colin Green, Chase Rosenberg, Ian Stokes, Jonathon Weber, James Floyd, Allen Knowles, and Samantha Peikes to the Bicycle/Pedestrian Master Plan Project Steering Committee for terms lasting the duration of the Bicycle/Pedestrian Master Plan Project.*



Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

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## Transportation Committee Projects

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**Graham, Justin** <Justin.Graham@uvmhealth.org>  
To: Ravi Venkataraman <rvenkataraman@richmondvt.gov>

Tue, Oct 13, 2020 at 11:45 AM

Hi Ravi,

Thank you for the update. Yes, please include me on the Richmond Bicycle and Pedestrian Master Plan committee. I will see what I can do about recruitment of committee members.

Justin

Justin Graham (he/him/his)

Program Manager, RiseVT

Local Coordinator, UVMHC Community Health Improvement

Office: 802.847.5547

Mobile: 906.364.6875

[Justin.Graham@UVMHealth.org](mailto:Justin.Graham@UVMHealth.org)

Sent from mobile work station

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Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

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## Transportation Committee Project Steering Committees

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**Jonathon Weber** <jonathon@localmotion.org>

Mon, Oct 5, 2020 at 1:50 PM

To: Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

Hey Ravi, It was great to meet you and the Richmond Transportation Committee. I'd be happy to join the steering committee for the Bike/Ped Master Plan. Do you know when the committee will start to meet?

I also shared this with my friend Max Krieger, who lives on Rt. 2 near the Bridge St. intersection.

[Quoted text hidden]

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**Jonathon Weber**

Pronouns: he/him/his

Livable Streets Program Manager

Local Motion

[1 Steele St., Burlington, VT 05401](#)

m: 413-387-9715



Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

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## Transportation Committee Project Steering Committees

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**Jean Bressor** <jean.bressor@mmuusd.org>

Thu, Oct 22, 2020 at 7:40 PM

To: Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

Hi Ravi-

I wanted to let you know that I am interested on being on the Richmond Bicycle and Pedestrian Master Plan committee.

For the last five years or so, I have been an active member of the Richmond Trails Committee.

This pandemic has highlighted the importance of having safe ways for people to exercise close to home.

Thanks for considering me.

Best-

Jean

On Fri, Oct 2, 2020 at 4:24 PM Ravi Venkataraman <rvenkataraman@richmondvt.gov> wrote:

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Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

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## Transportation Committee

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**Ian Stokes** <istokes@gmavt.net>

Fri, Oct 2, 2020 at 9:38 AM

To: Cathleen Gent &lt;cgent@gmavt.net&gt;, Chris Cole &lt;clipper1229@gmail.com&gt;

Cc: Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

Good morning Cathleen,

Again, many thanks for having me sit in on yesterday's Transportation meeting, and now I have a much better understanding of the scope of your work.

Much clearer now (if I have it correctly) that you've obtained two planning grants (Bike/Ped for nominally the north part of the Town; Bridge street) and these are now the primary focus of your work.

I mentioned that I'm participating in the Richmond Climate Action Committee (RCAC), and I've offered to be the one who will be keeping informed about your Committee for that group. We see Richmond people as having an obligation to do their part in reaching the goals for CO2 reductions, and Transportation has to be a huge part of that. Very challenging of course, and no time to lose!

In response to the suggestion that I join the Steering Committee for the Bike/Ped planning grant (if I got that right) - yes I'm willing to be considered for that, providing there would be no perceived conflict with my participation in RCAC. RCAC wants to have a substantial input during the Public Input phase. As noted, I do struggle with my hearing during meetings, but I imagine that much of the work would be with written materials (draft documents, public comment, etc.)

Otherwise, I hope my experience would be helpful, especially from serving on the Richmond Trails Committee for many years (and chairing); membership of the steering committee for the West Main Street scoping study (2014); membership of the CCRPC 'Active Transportation' plan (2017) steering committee. Also, living on Johnnie Brook Road for many years and using a bicycle to travel to the village, to the Park and Ride, and to Burlington.

So copying to Ravi Venkataraman who I understand will also be formulating the 'slate' for steering committee membership, among many other things. (Hoping to meet one of these days).

Ian Stokes  
694 Johnnie Brook Road  
434 4425

On 9/28/2020 5:11 PM, Cathleen Gent wrote:

[Quoted text hidden]



Ravi Venkataraman <rvenkataraman@richmondvt.gov>

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## Interested in bicycle master planning

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**Colin Green** <thecolingreen@gmail.com>

Tue, Oct 20, 2020 at 11:33 AM

To: Ravi Venkataraman <rvenkataraman@richmondvt.gov>

Hi Ravi,  
Confirmed.  
I'm in!

Colin  
[Quoted text hidden]



Ravi Venkataraman &lt;rvenkataraman@richmondvt.gov&gt;

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**Interested in joining effort on the Richmond Bicycle and Pedestrian Master Plan**

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**Chase Rosenberg** <rosemtextpress@gmail.com>

Tue, Oct 6, 2020 at 8:13 PM

To: Jessica Draper &lt;rvenkataraman@richmondvt.gov&gt;

Hi Ravi, I'm writing to express interest in participating in the development of the Richmond Bicycle and Pedestrian Master Plan, as a citizen and as a member of the Trails Committee. I would be excited to learn and assist in the effort wherever needed. I am a constant user of the towns trails and roads on foot, car, and bicycle, and feel as if I have a strong sense of the flow of traffic by all of these user groups. I also see great potential for a melding of efforts between the Trails and Transportation Committees, as our missions have significant overlap. In addition to experience serving on the trails committee, I have lived and commuted in a number of communities that have made transitions towards a more multi-use friendly transportation culture and feel that I have some perspective to add. I am also interested to hear the experiences and perspectives of others. Thanks for your time on this and please reach out with any questions.

regards,

Chase

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Chase Rosenberg