

Complete Streets Task Force

August 14, 2023, 12:00pm.

Approved Minutes

Present:

Task Force: Toby Irven, Jenn Henry, Brian Gardam, Dave Barnes, Kara McLuckie

Others: Randy Brown (Town Board), Klaus Proemm (Village Trustee), Tim Bacon (Village Superintendent)

A. Call to Order

- a. Toby called the meeting to order at 12:05

B. Approve minutes from July 2023 meeting.

- a. As corrected, Toby moved approval, Kara seconded, all approved.

C. Old Business and Projects under review:

- a. Roadway painting
 - i. Tim reported that painting was done various streets: Between Judson and Powers, State Street, Park Street, Miner Street, and Riverside Drive. Sullivan Drive has not been done yet.
- b. Continue review of Judson St.
 - i. Tim reviewed this section for the Farmer Street crossing last week, and hopes that the crossing signs will be up in a month.
 - ii. Tim asked Kara for a list of materials needed for the pop-up project on Court Street. Tim will determine what the Village has and get any additional materials from Coakley's. He also said he would provide water for clean-up from the painting.
- c. Miner St. Project.
 - i. November is the deadline to get the drainage project done. There is an issue of some residents having open grey-water drainage into the roadside culvert.
 - ii. Town paving--about 6+ miles—has been mostly completed for the season.
- d. Bicycle Parking kiosks
 - i. Klaus reported that the library is eager to have an 8x10 kiosk adjacent to temporary port-a-potty. It would be visible from Park Street. With the site determined, Leigh Rodriguez will order the equipment to be charged to the grant.
- e. Parking Loops
 - i. Toby received a bid from parkitects, but Brooke Rouse at the Chamber of Commerce thought she might know another company who might submit a bid. Toby asked the company to have final bid prepared for this week's Village Board meeting.

D. New Business

- a. Toby will contact the media regarding the pop-up project and other Complete Streets activities.
- b. Town progress on solar projects for installation
 - i. Randy reported that Steve Smith, Highway Superintendent, and Will Buchan, legal counsel, worked with NYDOT to assure that any curb cuts needed for the Route 310 project access road will be on state highway 310.

- ii. Randy reported from Mike McQuade, Code Enforcement Officer, that of all nine solar projects, only four will need town road access. Randy has been raising the issue of wear-and-tear on town roads.
- iii. Toby will hold off a proposed Complete Streets resolution for further information and discussion.
- c. Town Highway – requesting speed limit modification on Outer State St.
 - i. Steve Smith has begun the process to request modifications of the speed limit on Outer State Street from 55 mph to 30 mph. The town board must pass a resolution to present to the County before the request goes to NYDOT.

E. Committee Reports

- a. Intra-Village Trail connectors working group report
 - i. No discussion
- b. Court Street Study Pop-Up project..
 - i. Kara reports the work group is well on way to starting education plan through Canton website and social media. Next step is to get a survey set up on and linked to the Canton website.
 - ii. Erik Bakus from Clarkson C3G submitted a proposal requesting expenditures of \$4700. St. Lawrence Health Initiative has pulled back from an offer to help with expenses. Erik told Kara and Toby that he would seek another funding source. They relayed to Erik that we didn't need some services from C3G, such as staffing a table at the Farmers Market. Erik provided a QR code for survey we can use.
 - iii. Stakeholder meetings –
 - 1. Kara contacted the County Planner to let him know about the project.
 - 2. She spoke to the RC church.
 - 3. We still have to work with the County Court House.
 - 4. The project is on the agenda for 8/16 Village Board meeting. Kara will prepare some bullet-points for Toby or Klauss to present.
 - 5. Jenn submitted the application form to do some Farmers Market tabling on potentially three dates.
 - iv. A media campaign, a poster, and obtaining supplies are still in the works. We are seeking funding for purchasing supplies from Coakley's.
 - v. Kara will send out a schedule of activities.
- c. Pathway from CCS to Sullivan Dr.
 - i. Klaus suggested sending a letter to the acting school superintendent from the Village Board. Toby and Brian will initiate drafting a letter, and we will ask the village and town boards sign on.
 - ii. National grid wants an engineer's report for a pathway crossing their property.
- d. CSTF Town Code document
 - i. Randy spoke individually with all members of the Town Board. There is a consensus that Highway Superintendent should not be covered by a codified Complete Streets law. It is an elected position, and if people don't like what he's doing, he could be voted out. The voters had rejected the idea of changing it to an appointed position. Board members would be okay with a code that doesn't commit the highway superintendent.
 - ii. There is a concern about the proposed code giving responsibility to the Town Planning Board, rather than the Town Board, to approve exceptions to the code. Toby noted that

in the past we were told that CSTF should work with the planning board. Randy will relay that back to board.

- iii. Toby, Bill, Randy and Klaus will meet with Ethan Townsend – who wrote the proposed code -about possible revisions to the code.

F. Other Business

- a. None presented

G. Adjourn

- a. Toby adjourned the meeting at 1:28
- b. Next meeting is Sept. 11 at 6:00 PM