

**Holyoke Biking & Pedestrian Committee Meeting  
November 7, 2022 Minutes**

Attendance: Shannon Bliven, Chair

Ileana Carrion (OPED staff), Christine Berge (Secretary), Stephanie Colon (MIM), Kristen Sykes,

Liz O'Dare (Zoom) Dawn Zim-Civil Engineer (Zoom)

Public Participation: Ilana, Isabelle, Deborah on Zoom

Due to a lack of quorum, informal discussion took place for informational purposes about the World Day of Remembrance until all voting members arrived.

1. Call to order: At 6:39 PM, Shannon made a motion to call the meeting to order. Chris seconded. The motion carried.
2. Review of October 3, 2022 Minutes: Kristen made a motion to accept the minutes. Shannon seconded.  
Roll call followed:  
Kristen yea; Shannon yea; Chris yea; Liz yea; The motion carried.
3. Public Participation: Ilana, Isabelle and Deborah were introduced and attended the meeting virtually.  
New Business was prioritized to enable a vote on co-hosting the World Day of Remembrance, a day to memorialize those that have died from traffic fatalities. BikePed would officially partner with WalkBike Springfield, and be included in the press release, and facebook page. Mayor Garcia would give an official proclamation about the day. Shannon made a motion to participate and partner, and Roll Call followed. Kristen yea; Shannon yea; Chris yea; Liz yea. The motion carried.
4. DPW: No new updates.
5. Events: **a. Joining other events**- Covered under partnering with the World Day of Remembrance and DoorsOpen Holyoke in the meeting.
6. ValleyBike: No new updates about ValleyBike.
7. Old Business: **Bike Racks**- All designs will be submitted by the end of the year. A point was made about the budget of only \$4000 not being sufficient for both the design and fabrication of the racks.  
  
**New Member**- No other new members to discuss.
8. New Business Continued:
  - a. MassBike**- Kristen spoke about the annual meeting taking place on December 6 at 6:00 PM. Information is on the MassBike website.
  - b. Website**: A motion was made by Shannon to include meeting minutes on the website. Kristen seconded. Roll call followed. Kristen yea; Shannon yea; Chris yea; Liz yea. It was also discussed that we should clarify our name on our website to the Holyoke Biking & Pedestrian Committee.
  - c. Map**- Discussion was made about the need for a Biking and a Walking map to put in our brochure.
  - d. Goals**- Tabled until a further meeting.
  - e. Inviting Council Members to Meeting**- Tabled until a further meeting.
  - f. Walking Schoolbus**- Tabled until Lucy can attend a meeting again.
  - g. MIM update**- Stephanie spoke about translating the brochure into Spanish. She also spoke about applying for an Infrastructure Grant for Lawrence School funding, and the community event happening at the Flats Community Center on November 16 from 6-8:00 PM.
  - h. Bicycle-Friendly Application**- Kristen mentioned that the application is due in March, 2023, and we will start talking about it at the January meeting.
  - i. Brochure**- Chris will e-mail the brochure to all the members for their input, after Ileana and Stephanie mentioned that this brochure was produced quickly for community outreach at the DoorsOpen Holyoke event. A discussion followed, and everyone was reminded that a sub-committee was formed to produce the brochure; Chris mentioned that when she had e-mailed members for content, only Price and Liz had responded and it was difficult to come up with content so quickly.
  - j. 150<sup>th</sup> Anniversary**- Shannon spoke about adding the celebration to New Business for the next agenda so that we can start discussing BikePed participation.
9. Next meeting is scheduled for December 5, 2022.
10. A motion to adjourn the meeting was made by Shannon. Kristen seconded. The motion carried. Meeting was adjourned at 7:24 PM.