



The Wellfleet Bike & Walkways Committee Virtual Meeting – Zoom

Friday, January 29, 2021 at 9am

Meeting Minutes

1. *Call to Order*: Pete calls the meeting to order at 9:01
2. *Administrative matters*
 - a. *Near-term committee meeting calendar*: The committee plans to meet bi-weekly, until March 26th at which point the intention is to move to monthly or every other month meetings. Our next meeting is scheduled for February 12, 2021 at 9am.
 - i. *Truro Bike and Walkways Committee*: We will join the Truro Committee on February 8 at 6pm for the first 30 minutes of their meeting.
 - ii. *Provincetown Bicycle Committee*: Outreach continues to schedule a joint meeting. We will perhaps invite them to participate in one of our future meetings.
 - iii. *Wellfleet Community Forum*: The forum is scheduled for Monday, February 15 at 7pm to answer questions and get public input about: 1. potential route alternatives, and 2. goals and objectives for our analysis. During public comments, Helen commented on the importance of outreach to all the players, town government branches and abutters; committee members agreed. The Wellfleet Community Forum will do outreach as well to ensure the meeting is well-publicized.
 - b. *Meeting rules to invite public comment*: The committee invites public comment and input at the end of each agenda item with a one-minute limit for each speaker. We welcome more feedback through email, as well as proposals to the committee that can become future agenda items.
3. *Approve minutes from committee meeting on Friday, January 15, 2021, 9:00 am*: Christie moves that we approve the January 15, 2021 minutes, Lance seconds, and all vote in favor.
4. *Committee organization*
 - a. *Review committee's official charge*: Christie reads the official Bike and Walkways Committee Charge that is posted on the [website](#) and below (see *Attachment 1*).
5. *Bikeway route through Wellfleet to Truro*
 - a. *Update on draft methodology for analysis of alternative bikeway routes*: The committee has agreed upon the draft goals and is well into the process of drafting the specific objectives as a starting point for gathering public inputs and presenting to the Selectboard. *Attachment 2*: "DRAFT Vision-Mission-Goals-Objectives for Route Analysis" is screen shared and reviewed. Much of the terminology is comes from guidance and reports by MassDOT, the Cape Cod Commission DCR, and the National Park Service (primarily National Seashore). The goals and objectives drafted for our analysis share the priorities they have identified. The draft vision, mission, five goals, and each goal's 3-4 objectives are read (see *Attachment 2*). In response to a public comment, Lance clarifies that abutters are included as part of the adjacent property objective within the Conservancy goal. Adjacent property also goes beyond abutters to include the properties within reach of the trail.
 - i. Pete sent an outreach email with an earlier version of the "DRAFT Goals for a Bikeway Through Wellfleet to Truro" on January 19 (see *Attachment 3*) to

Town Government Departments, Boards and Committees, including the Town Administrator, Police, Fire & Rescue, DPW, Recreation, Beaches and COA, Planning Board, Conservation Commission, Historical Commission, Library Trustees and the Wellfleet Elementary School Committee requesting input by February 12. After town inputs are received, the committee will reach out to the Truro and Provincetown Bike and Walkway Committees, the Cape Cod Commission, state agencies and the National Seashore for inputs.

- ii. Helen commented that since the committee is charged to work with outside agencies (Cape Cod National Seashore, the Towns of Provincetown and Truro and the Cape Cod Commission), it should feel empowered to bring agencies together in discussion as other committees have done. Pete responded the committee is reaching out on technical matters and is also respectful of the fact the Selectboard is also speaking with external agencies and has tasked the Town Administrator with setting up a meeting with the National Seashore. The committee will reengage the Selectboard and the Town Administrator to see how we can support the process.

- b. *Update on draft list of route options based on known information (starting point for adding additional ideas from the public and others):* Based on the different combinations of trail segments, we have listed 20 alternative routes so far. We are collecting rather than evaluating at this point. In addition to the requests for input mentioned earlier, we will meet with the Truro Bike and Walkways Committee and attend the Community Forum before any evaluation begins. In light of the many combinations, we are considering evaluating the paths by segment to promote efficiency and to eliminate bias. Christie is collecting a draft of segments (an estimated 36 so far) in a word chart and we will import those into an excel spreadsheet similar to what Lance has proposed. The group also discussed the potential for a graphic representation to increase transparency and aid public understanding of bike alternatives as we engage in public outreach. Christie and Ned will work on an electronic version of a map. DOT and DCR are also resources. Pete moves that Rebecca reach out those agencies to enlist their advice about mapping, Lance seconds, and all vote in favor.
 - c. *Other route issues:* Pete has asked for candidates for a list of potential “anticipated questions” from the public about the work we are doing, pointing out that the process of answering these questions in advance is a good practice. The questions which have been collected so far are screen shared (*Attachment 4*) and Committee members and members of the public add additional questions that begin to go into design features and maintenance such as: Is there going to be lighting on the trail? Will the trail disrupt wildlife? Will there be cellphone reception? How will the maintenance and plowing occur? We will continue to add to this draft list as we consider the methodology for selecting a path. A public input came in asking: What is the current position of DCR on the bikeway project? Pete points out that clarifying our answer to several of the questions will require outreach to state agencies and consults Helen about the Selectboard’s outreach policy. Helen responds that in her view the policy (*Attachment 5*) addresses expressing opinions on behalf of the Town, rather than reaching out to gather information. Lance inquires about the possibility of posting the questions and answers on the Town website, and Pete volunteers to inquire with the Town about the possibility.
6. *Other bikeway and walkway issues in Wellfleet:* none.

7. *Adjournment:* Pete makes a motion to adjourn the meeting at 10:03, Rebecca seconds, and all vote in favor.

Attachment 1: Bike and Walkways Committee Charge

Attachment 2: DRAFT Vision-Mission-Goals-Objectives for Route Analysis

Attachment 3: Outreach Email: Gathering Input on DRAFT Goals for a Bikeway Through Wellfleet to Truro

Attachment 4: Draft List of Frequently Asked Questions about the Analysis Methodology for Selecting a Bikeway Through Wellfleet to Truro

Attachment 5: Selectboard Policy regarding Advisory Board Correspondence

Attachment 1: Bike and Walkways Committee Charge

Bike and Walkways Committee, bikeandwalkways@wellfleet-ma.gov

CHARGE

The Bike and Walkways Committee is hereby established to consider ways to provide safe areas for biking and walking. The Board of Selectmen believes that these activities should be available seasonally and year-round as they are an important means of local transportation, are popular activities in the town, and promote good health.

The Bike and Walkway Committee is charged with the following tasks:

1. To work with the Cape Cod National Seashore, the Towns of Provincetown and Truro and the Cape Cod Commission to establish the continuation of the bike trail northward into Provincetown.
2. To prepare a plan for future bike and walking routes throughout the town of Wellfleet.

Attachment 2: DRAFT Vision-Mission-Goals-Objectives for Route Analysis

vision = the “why do this” statement for our analysis;

mission = the “how and what” statement for our analysis;

goals = the things the alternative routes need to achieve;

objectives = mark each alternative’s specific progress toward achieving the goals;

criteria = measurable elements of the objectives, upon which each alternative is scored.

Vision

Determine the best connecting route from the Cape Cod Rail Trail through Wellfleet to Truro.

Mission

Use an objective methodology to analyze route alternatives to plan a primary or ‘spine’ route through Wellfleet that extends to Truro from the Cape Cod Rail Trail intersection with Old County Road. The route will attract cycling and walking on the Outer Cape, promote the town’s best interests, and accommodate an interconnected bicycle and pedestrian network linking the towns of Wellfleet, Truro, and Provincetown with the Cape Cod Rail Trail, Cape Cod National Seashore, and other destinations within the three communities.

Goals & objectives used to analyze alternative routes

Safety

Exposure to danger

Intersection safety

Path accident prevention

Traffic safety

Practicality

Constructability

Authorizations

Maintainability

Traffic congestion

User experience

Accessibility

Quality of natural experiences

Information availability to users

Conservancy

Environment

Town

Adjacent property

Connectivity

Network accommodation

Network improvement potential

Exploration opportunities

Attachment 3: Outreach Email: Gathering Input on “DRAFT Goals for a Bikeway Through Wellfleet to Truro”

Sent: Tuesday, January 19, 2021 4:50 PM

Subject: Request for Inputs by 12 Feb 2021: Bike & Walkways Committee

All,

I am contacting you on behalf of the Wellfleet Bike & Walkways Committee. In light of Town opposition, the State has suspended its plan to end the Cape Cod Rail Trail at Route 6 in Wellfleet and has deferred to the Town to consider other bikeway routes. In accordance with its committee charge, the Town Bike & Walkways Committee is preparing a systematic analysis of alternative bikeway routes through Wellfleet to Truro based on established bikeway guidelines and our review of successful studies from around the state and the country.

We will evaluate alternative bikeway routes to objectively compare how well the various alternatives meet pre-defined goals and objectives. We are engaging the public for their suggestions regarding which alternative routes to consider in the analysis and also what goals and objectives a Wellfleet bikeway should meet. In addition to public outreach, we’re reaching out specifically to you, the relevant Town Departments, Boards, and Committees, to invite your inputs with respect to goals and objectives for a Wellfleet bikeway: What goals and objectives do you believe the bikeway extension through Wellfleet should fulfill?

We’ve enclosed our draft list of goals for the analysis, each with a paragraph description of what each goal’s specific objectives will cover (see below). This draft list was formulated based on review of state guidelines, national guidelines, and route analyses performed around the state and the country. We’d

like to hear your ideas too – a local study needs local inputs. **Please provide the Committee your recommendations by close of business on Friday, February 12, 2021, emailed to Bikeandwalkways@wellfleet-ma.gov.**

Once the study methodology is in finished form, we will present it to the Select Board for review before we conduct the study.

We are also providing numerous opportunities for members of the public to make recommendations. Our aim is to be transparent in our actions, to be fully receptive to input, and to honor the need to move forward and resolve this longstanding issue.

Please contact the Committee with any questions.

Thank you and best regards,

Peter Cook

Chair, Wellfleet Bike & Walkways Committee

Committee email: Bikeandwalkways@wellfleet-ma.gov

DRAFT Goals for a Bikeway Through Wellfleet to Truro

- 1) Safety:** The hazards of exposure to automobile traffic and bike path problems can be minimized.
[An unsafe bike path will not be widely used]

Objectives will be defined which reflect the following:

The path will minimize users' direct exposure to the collision threats, stress, noise, and pollution of high-velocity high-volume roadways. Best-practices safety measures can be implemented for users when the path intersects with or route-shares on secondary roads. The bike path can have sufficient width, visibility, and signage to minimize user collisions and other accidents, and provisions can be made for emergency response. The bike path will not expose the user to physical hazards or too-strenuous features.

- 2) Practicality:** The bike path can be built and maintained at reasonable cost, within reasonable timeframes. [An impractical path will never be built]

Objectives will be defined which reflect the following:

The path does not have features that suggest that it will be overly difficult and expensive to design and build. The path does not involve major foreseeable difficulties in obtaining all necessary approvals and legal actions within reasonable times. The path does not have features that suggest it will be difficult or expensive to maintain. The path affords a basis for demonstrating that, over the long term, the costs of the path are reasonable.

- 3) Preservation:** The path will have minimum impact on Cultural, Scenic, Community, or Environmental areas or values. [Paths with such impact will be legally and publicly curtailed]

Objectives will be defined which reflect the following:

The path should not initially, or over time as usage increases, be foreseen to cause negative impacts on any aspect of the scenery, the ponds streams or marshes, the National Seashore, cultural artifacts, or the environment, or the Town's plans for any of these. The path will minimize adverse effects on adjacent property. The path will not foreseeably encourage large numbers of users to proceed to the Wellfleet Center such that the existing historical sidewalks and streets would be inadequate for such traffic or that the small-town and cultural nature would be overwhelmed. The expected path construction can minimize negative impacts on the views, noise levels, or ambient light experience of abutters or others who can view or hear the path.

- 4) User Enjoyment:** The path will provide an interesting, satisfying, and supportive experience for all the diverse intended users. [Uninteresting or distressing paths will not attract large usage]

Objectives will be defined which reflect the following:

The path can be sufficiently wide and surfaced, banked and graded, and otherwise made accessible, to accommodate the easy joint passage of all types of recreational users including inexperienced or occasional bikers, walkers and joggers, parents with small children, adolescents and teenagers, walkers with visual disabilities, commuters and material transporters, and people in wheelchairs or other conveyances that enable people with disabilities to use the path. The path exposes the users to a diverse abundance of the beautiful natural experiences that Wellfleet has to offer. The path will have the space to provide stopping at major off-path connections for users to read and understand the information provided about the nature of the connected site and the distances and directions.

- 5) Connectivity:** The path will facilitate high connectivity with cultural and community centers, off-path services, and off-path established scenic areas, with all the necessary infrastructure to promote wayfinding and encourage increasing usage. [Connectivity is a critical factor in determining usage]

Objectives will be defined which reflect the following:

The path will accommodate connections to Wellfleet Center and the Town's scenic sights, to commercial sites of interest, to services, to the National Seashore sights and beaches, and to similar nearby destinations in the neighboring towns. Where the path is in proximity to the above places but has no existing rideable pathway to them, there should be identifiable ways of making such connections that are cost-reasonable with low-impact or infringement on private property. There can be off-path exploratory opportunities and rest and viewing areas for users to make repairs or stop and enjoy the surroundings.

Note the list above is a DRAFT. We await your inputs and recommendations!

Attachment 4: Draft List of Frequently Asked Questions about the Analysis Methodology for Selecting a Bikeway Through Wellfleet to Truro

1. What is the need for a Wellfleet bikeway in the first place?
2. What kinds of users will be allowed on the bikeway?
3. Won't a bikeway have bad repercussions for the National Seashore and/or Wellfleet Center?
4. Why is an analysis of alternatives necessary if the State had already planned a bikeway down Route 6 and Main Street?
5. Why is the town committee doing this analysis of alternative routes if the State already has plans?
6. What are some "best practices" you are employing in the analysis?
7. What are the goals for a bikeway, who selected them, and why?
8. What alternative routes are being evaluated, who selected them, and why?
9. How are you qualified to do the analysis?
10. What will happen after the analysis?
11. Who will pay for/construct/maintain the bikeway and when?
12. Will there be mile markers? Other features?
13. What if someone has an emergency on the trail and needs help?
14. Are you talking to Truro about where the Wellfleet trail will end?
15. Are you discussing the route alternatives with potential abutters?
16. What grade angle are you going for?
17. What about ADA compliance?
18. How it will be paid for and will it increase taxes?
19. Will commuters (restaurant workers etc who currently use route 6) have an option to get to and from work in town easily and safely?
20. A lot of us wrote in or spoke up telling you what we wanted to see, did you take that into account?
21. Who's going to have to pay for this if you don't take the MassDot \$6.8M that they were willing to spend?!! They don't care about paths through the woods!

Attachment 5: Selectboard Policy regarding Advisory Board Correspondence

Text of Policy:

Advisory Boards, Committees, and Commissions of the Town shall regularly review their original charges (and any subsequent revisions). Activities in the name of the committee shall be restricted to such charges, unless otherwise stated in the General Law. Any correspondence or contact with Town employees, or outside agencies which represents a position or expression of opinion on behalf of the board, committee, or commission or the Town of Wellfleet shall be submitted to the Board of Selectmen for its approval prior to any such contact.