

**TOWN OF BETHLEHEM**  
**PaTHs 4 Bethlehem Committee**  
445 DELAWARE AVENUE  
DELMAR, NEW YORK 12054



**To:** Supervisor Messina and Town Board Members  
**From:** PaTHs 4 Bethlehem Committee  
**Subject: Committee Update and Action on Committee Resolution and Resources**  
**Date:** November 17, 2010  
**Cc:** M. Morelli, N. Lanahan, G. Saggendorph, P. Penman, N. Moquin, T. Beebe, E. Deyoe  
**Enclosed:** Town of Bethlehem Bicycle and Pedestrian Priority Network, Town of Bethlehem Evaluation Process for New Pathway Investment Guide, PaTHs 4 Bethlehem Committee Resolution

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This memo serves as an update on the PaTHs 4 Bethlehem Committee (PaTHs Committee), since its presentation to the Town Board at the August 25, 2010 meeting. Town Board action at the meeting directed the PaTHs Committee to implement the following two short term recommendations:

- Schedule a public meeting to present the Evaluation Process for New Pathway Investment (Evaluation Process), and Bicycle and Pedestrian Priority Network (Priority Network) to the public
- Draft a Resolution to establish the PaTHs 4 Bethlehem Committee as a standing Committee

October 6, 2010 Public Meeting

On the evening of October 6, 2010, the PaTHs Committee held a public meeting at the Town Hall Auditorium to present to and receive feedback from the public on the Evaluation Process and Priority Network. Meeting announcements were posted on the Town of Bethlehem, Bethlehem Central School District, and Bethlehem Chamber of Commerce websites, Bethlehem Public Access Television Channel 18, Spotlight Newspaper, Bethlehem e-Newsletter, and community locations such as Town Hall, Library, and Parks and Recreation Building. Participants (approximately ten) provided favorable comments on the Evaluation Process (see final document attached) and suggested low cost improvements such as “share the road” signs and “sharrow” pavement markings would improve awareness of bicycle travel along the Town’s roadways. Additionally, participants responded favorably to the Priority Network and identified several roadways in the southern part of the Town which should be included in the Priority Network. These roadways have been added to the final Priority Network (see attached) following review by the PaTHs Committee at its October meeting.

PaTHs 4 Bethlehem Committee Resolution

At the October 26, 2010 PaTHs Committee meeting, Committee members discussed the components of a resolution to establish the Committee as a standing Committee. Based on the Committee’s discussions, Town Staff drafted and the Committee reviewed and approved the attached “Establishment/Purpose of the PaTHs 4 Bethlehem Committee” Resolution for submittal to the Town Board.

The Resolution establishes the Committee size, member terms, identifies potential stakeholder groups, and meeting procedures, etc. Furthermore, the Resolution recognizes the direction provided by the Town Comprehensive Plan, Complete Streets Resolution, and PaTHs Committee

resources (Evaluation Process and Priority Network) to address safe and efficient bicycle and pedestrian mobility in the Town.

More specifically, for the Board to take action and implement use of the Evaluation Process and Priority Network, the Resolution includes the following responsibilities:

**Bicycle and Pedestrian Priority Network**

- a. “The PaTHs Committee shall maintain the Bicycle and Pedestrian Priority Network and review appropriate changes, as it deems necessary, on an annual basis”.
- b. “Town Departments shall use the Bicycle and Pedestrian Priority Network when following the “Evaluation Process for New Pathway Investment Procedures/Users Guide”, during development of bicycle and pedestrian grant applications, and addressing the Town’s Complete Streets Resolution”.
- c. “The Town Planning Board shall refer to the Bicycle and Pedestrian Priority Network as a planning tool to assist in determining the need for bicycle and pedestrian accommodations during its review of site plan and subdivision applications”.

**Evaluation Process for New Pathway Investment**

- a. “The PaTHs Committee shall maintain the “Evaluation Process for New Pathway Investment Procedures/Users Guide” and review appropriate changes, as it deems necessary, on an annual basis”.
- b. “Town Departments shall use the “Evaluation Process for New Pathway Investment Procedures/Users Guide” during the development of bicycle and pedestrian grant applications, and when prioritizing pathway investment projects”.

**Committee Members Vacancy**

At this time, three Committee members have informed Town Staff that they have taken on additional volunteer responsibilities and are unable to continue their volunteer commitment to the Committee. As such, three positions on the Committee are now vacant.

**Town Board Action**

- 1. Approve the “Establishment/Purpose of the PaTHs 4 Bethlehem Committee” Resolution. This action will also implement use of the Evaluation Process and Priority Network by the PaTHs Committee, Town Departments, and Planning Board.
- 2. Assign the following existing Committee Members to the terms listed:

<b>Committee Member</b>	<b>Term</b>
Anne Benware	3 Year
Scott Lewendon	3 Year
Daniel Lewis	3 Year
Katherine McCarthy	3 Year
Henry Peyrebrune	3 Year

<b>Committee Member</b>	<b>Term</b>
Mark Jordan	2 Year
Mark Lewis	2 Year
Caleb Wistar	2 Year
Vacant	2 Year
Vacant	2 Year
Vacant	2 Year

3. Conduct the appropriate process to fill the three vacant positions by the Committee's next meeting, January 25, 2011.
4. Direct/Task the Committee to begin work on developing the Long Term Recommendations outlined in the Committee's August memo to the Town Board (see excerpt attached).

**Next Steps**

1. The Committee Resolution, Evaluation Process, and Priority Network will be forwarded to Town Departments (i.e. DEDP, Public Works, Highway, Parks and Recreation, and Police) and Planning Board so they are informed of their potential responsibilities in utilizing these resources as they pertain to their respective roles for bicycle and pedestrian mobility in the Town.
2. The PaTHs Committee will begin work on the Long Term Recommendations at its January 25, 2011 meeting.