

PEDESTRIAN SAFETY ADVISORY BOARD
Meeting Minutes
January 13, 2021

The meeting was called to order at 8:00AM held via Zoom, by Jennifer Duckworth, Millburn Pedestrian Advisory Board Chairperson.

Advisory Board Members Present: Tara Prupis, Mayor; Alex McDonald, Business Administrator; Jennifer Duckworth, Resident and Chair; Christine Bugel, Assistant Township Engineer; Brian Gilfedder, Police Chief, Millburn Police; Joe Esposito, Resident; Sowmya Jairam, Resident; Gaston Hauptert, PTOC Safety Committee Co-Chair

Also Present: Gilbert Tavares, Sgt., Millburn Police Traffic Bureau; Jessica Almeida, Executive Assistant;

Advisory Board Members Absent: Christine Burton, Millburn School Superintendent

Ms. Duckworth read the following statement: "in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Laws, 1975, be advised that notice of this meeting was made by posting on the Bulletin Board at Town Hall and serving the officially designated newspapers, a notice stating that this meeting would take place at 8AM on January 13th, 2021 by webinar."

Ms. Duckworth asked if the board had reviewed the October 7, 2020 meeting minutes. All reviewed, the motion was made by Mr. McDonald and seconded by Chief Gilfedder.

Vote: All ayes, except Mr. Hauptert who abstained.

Board Business:

Ms. Duckworth thanked Mr. McDonald for the prepared annual report for the advisory board. Mr. McDonald presented and reviewed the annual report. He went over membership changes in 2020. He presented the following points, sidewalks were largely discussed in 2020. The *Tour de Millburn* was greatly supported by the PSAB. He concluded with future goals and recommendations for 2021.

Ms. Duckworth commended the Mayor's messages, which included pedestrian safety talking points to the public. She asked if the Holmes sidewalk was changed. She advised she would provide a copy of the PSAB sidewalk stencil to the advisory members. Mr. McDonald would include further information in the annual report.

Mr. Esposito asked if the Mayor could speak on snow removal for pedestrian safety. Mr. McDonald agreed and advised residents had eight hours after the last snowfall to clean their properties.

Ms. Duckworth established the advisory board meetings for 2021: January 13 at 8AM, April 28 at 7PM, July 14 at 8AM, and October 13 at 7PM.

PEDESTRIAN SAFETY ADVISORY BOARD

Meeting Minutes

January 13, 2021

Old Business:

Reports – Mayor Prupis thanked the advisory board members who participated in the October 2 Perkins Eastman Downtown Vision Plan meeting. She spoke with Essex County and Perkins Eastman to add two-way traffic with bike paths on Millburn Avenue, Essex Street, and Lackawanna Place. She advised another survey would go out to the public with engineered drawings.

Mr. McDonald reported the pedestrian safety communication would continue to be circulated to the public especially during key times throughout the different seasons. He thought the PSAB should consider and discuss the potential of installed pedestrian safety signage and crosswalks. He advised grant funding would possibly be available. Mr. McDonald advised of the various PSAB projects.

Chief Gilfedder reported the Police Department had been working with schools and their scheduling due to Covid-19.

Sgt. Tavares reported the town was short six crossing guards, the available crossing guards had been placed in critical areas. Mr. McDonald asked about pedestrian-activated signage, Sgt. Tavares advised he was reviewing the information he received from Cranford. Sgt. Tavares would provide Mr. Hauptert with a list of where crossing guards were missing.

Ms. Duckworth asked if the Police Department could get the word out that the town was in need of crossing guards. Chief Gilfedder agreed but was not sure they would get interested applicants. Ms. Duckworth advised the entrance to Lot 5 was moved closer to town hall and a pedestrian-activated safety sign was installed; she asked how the board felt about the change. Chief Gilfedder advised no complaints were a good sign. Mayor Prupis thought it was a great change; however, cars used the lot as a cut-through, she didn't have a solution but knew it was an issue.

Mr. McDonald advised "watch out for pedestrian traffic" signs had been put up in Lot 5 and Lot 1, he commended the police for getting those up.

Mr. Hauptert asked a series of questions on behalf of the PTOC. A discussion ensued and Mr. McDonald provided details on the current and pending projects that Mr. Hauptert asked for the PTOC.

Please note Exhibit A: PTOC Safety Committee List for Millburn Township Minutes is attached to the end of the minutes.

Ms. Bugel had received bids for the Pedestrian Safety Improvements at the Middle School and Short Hills Train Station. The curb ramp project for 2021 would use grant funds from Essex County Community Development, the locations included Cypress and Wyoming, Cypress and Myrtle, Cypress and Glen, Myrtle and Pine, Myrtle and Bailey, Myrtle and Elm, Myrtle and Berkeley. Cypress street roadway improvement project would be planned for 2021.

PEDESTRIAN SAFETY ADVISORY BOARD

Meeting Minutes

January 13, 2021

Ms. Duckworth provided a bike report. She worked with Jorge Mastropietro on a bike week idea. Ms. Duckworth shared her proposal in encouraging biking in Millburn. She reviewed the various activities to take place during bike week. Ms. Duckworth asked what the board members thought.

Please note Exhibit B: Bike Week Flyer attached to the end of the minutes.

Mr. McDonald and Chief Gilfedder thought it was filled with great ideas, Mayor Prupis thanked Ms. Duckworth for her hard work. The police would be involved.

Mr. Esposito did not have anything to report. He commended Ms. Duckworth on bike week ideas and volunteered his assistance.

Ms. Jairam echoed the other board members, she asked if biking for beginners tips or classes could be added. Ms. Duckworth advised the TransOptions section would cover the topic. Ms. Jairam's thought to promote bussing once children went back to school and started using the school buses was acknowledged by Ms. Duckworth.

Mr. Hauptert asked in regard to the ordinance of reversing the direction of the street near the Middle School. Mr. McDonald advised if it was not codified it could not be enforced. They would continue the conversation with Police.

Mr. McDonald advised there were five pedestrian-related incidents, which he mentioned, was encouraging due to the number of people outside due to the pandemic. Ms. Duckworth preferred the term used to be *crashes*, which were preventable, instead of accidents.

Ms. Duckworth and Lisa from TransOptions created a Google Forms survey so the public could pinpoint concerning areas in town. The data would be collected for a period of two weeks. Mr. McDonald advised the SDL Portal also allowed for the public to vocalize their concerns; some concerns may not be actionable on the survey. Ms. Duckworth would put a disclaimer on the survey.

Mayor Prupis also mentioned some problem areas.

Open Hearing

Jorge Mastropietro, Resident, represented the Glennwood School. He brought up two concerns, he asked in regard to a sidewalk on South Terrace and White Oak Ridge Road to Taylor Road there was no way to cross to Taylor Road and it was dangerous. He informed the board of the number of families that walked to school from that area. He asked about the progress of the Short Hills Train Station study. Mr. McDonald recommended the continuation of the study westbound for pedestrian safety, it would be presented to the Township Committee for their support.

PEDESTRIAN SAFETY ADVISORY BOARD

Meeting Minutes

January 13, 2021

Stephanie Mallios, Resident, wished Mayor Prupis a great year, she thanked everyone. Ms. Bugel had been especially helpful with getting the project moving forward. She recommended the speed in the Knollwood Section be lower than twenty-five miles per hour. She believed the closure of Brookside Drive during bike week was a great idea.

New Business:

With no further matters to discuss, the meeting adjourned at 9:30AM.

Next meeting: April 28, 2021 7:00PM Millburn Town Hall, 2nd Floor

Jennifer Duckworth, Advisory Board Chair

Advisory Board Approved _____

PEDESTRIAN SAFETY ADVISORY BOARD
Meeting Minutes
January 13, 2021

Exhibit A
Exhibit A

Exh

PTOC Safety Committee List for Millburn Township Minutes
01/13/21

Hartshorn

Speed monitoring signs near Hartshorn Elementary have been confirmed as operational. Item Closed.

Status of traffic signal implementation at White Oak Ridge Road and Hobart: The township is still getting approval from 2 of the 4 adjacent homeowners. One crosswalk (a total of 2 at the intersection) will be provided across each street. Funding has been secured.

Wyoming

Traffic coming around the bend on Myrtle Avenue at the intersection of Elm St. concerns parents that are walking their kids to school. The township will explore alternatives to slow down the traffic, without placing a crossing guard or stop sign. Striping and signage erection are expected to be implemented before school starts. A pedestrian crosswalk sign will be placed for south bound traffic. There is not enough distance to safely place a crosswalk sign for north bound traffic. Advisory sign will be moved closer to the bend. Project has been funded, after school lets out in June, micro paving and striping will be carried out. Advisory signs will be moved asap.

Intersection of Ridgewood Road and Cypress Street. The township will develop a plan to address safety concerns at the intersection after an evaluation. Curbs ramps and crosswalks are being redesigned at 7 intersections along Cypress and Myrtle. Area was analyzed by the contractor IMS. A report was issued by the Township Engineer. The Township received grants from Essex County for the work. Bids are expected this Spring.

On-street handicapped parking spaces are not available. Chief Gilfedder will have the signs installed, striping will be by DPW later.

Deerfield

Property maintenance needed on East Bound South Orange Avenue to clear the walking path (non-sidewalk). Township will not establish a walking path. A wider Safe Routes to School plan is needed there, utilizing existing infrastructure. Spoke to JM, Township Engineer has determined the project is "technically feasible" and came up with a cost estimate. What is the cost estimate and what are the next steps to move forward on this project? No Updates at this time.

Flooding/icing issue from private property impacting pick up and drop off. Requested property maintenance (2 pipes go into street and causes ice damming, need to redirect water towards sewer to prevent) from township via Portal on 9/12/19. Homeowners have contacted a contractor and will have the work done by 1/25.

Glenwood

Police installed yellow bollards on Hobart and Chatham Road between Taylor and Forest. Chatham road speed calming measures needed to reduce speeds from 27 eastbound and 28 westbound. Bollards will not be replaced until after winter. Check back after March.

Repaint crosswalks along Hobart Ave: Township has concerns with adding crosswalks where sidewalks and ADA compliant ramps do not exist. Jorge M has performed a survey that determined 4 of 7 families

PEDESTRIAN SAFETY ADVISORY BOARD
Meeting Minutes
January 13, 2021

Exhibit A Continued:

Ex

PTOC Safety Committee List for Millburn Township Minutes
01/13/21

that can use the route to walk to school do use the route to walk to school and find it an unsafe route in its current condition. PTOC Safety will give a detailed assessment of the sidewalks and crosswalks to the township.

Washington School

No current issues pending.

Millburn Middle School

Haddonfield Road and Whitney raised sidewalk, and the town code official checking house on corner for overgrown hedges. Bids have been received and final proposal is going in front of the Township Committee at the next meeting.

MMS designated carpool path has no town ordinances in place for enforcement. Alex will schedule a meeting with Chief Gilfedder, Stephanie M and Gaston to discuss temporary one-way traffic by the middle school.

Parents are speeding. SM has requested to change speed limit to 15mph when kids are present because there are no sidewalks and very narrow streets along which students walk to school. Need to ask about the process to get the ball rolling.

Millburn High School

Stenciling by SADD club of PSAB logo. Stenciling will be painted when the weather warms up.

All Schools

Crossing Guard Status: Short 6 crossing guards. Jen D asked to have notifications sent to schools about missing crossing guards and whether it is possible to have parents help at those locations or even get a sign up sheet started for coverage by parents. Sgt. Tavares will send a list of locations that are currently missing Crossing Guards.

Township Portal request to add to the drop down menu: "Traffic and Safety". A Pedestrian Safety category has been added to the drop down list on SDL Portal. Thank you, Township and Item Closed.

Millburn Bike and Walk Week proposed for Week of April 17. PTOC Safety will be a sponsor.

hibit A Continued:

PEDESTRIAN SAFETY ADVISORY BOARD
 Meeting Minutes
 January 13, 2021

Exhibit B



Millburn Bike Week

April 17 - 24, 2021



Promoting bike and pedestrian safety in Millburn Township

SATURDAY APRIL 17	9AM - 11AM: Millburn Bike Swap & Helmet Drive 12PM - 4PM: Learn to Ride with Sensational Therapies 7AM - 7PM: Brookside Drive Closure	SUNDAY APRIL 18
Various Times & Locations: Paint the Street 7AM - 7PM: Brookside Drive Closure		
MONDAY APRIL 19	Various Times & Locations: Bike & Walk to School	
Virtual Event: TransOptions Bike Safety Education		TUESDAY APRIL 20
WEDNESDAY APRIL 21	Virtual Event: Millburn Police Forum	
Virtual Event: Bike Repair with Back Roads Only		THURSDAY APRIL 22
FRIDAY APRIL 23	Virtual Event: Helmet Education with Opportunity Project	
Resident Ride on Crest Drive		SATURDAY APRIL 24

Dates and activities are subject to change.

More information & registration links at
twp.millburn.nj.us/bikeweek



MILLBURN BIKE WEEK IS A COLLABORATION BETWEEN THE MILLBURN TOWNSHIP PEDESTRIAN SAFETY ADVISORY BOARD, MILLBURN ENVIRONMENTAL COMMISSION, MILLBURN PTOC SAFETY COMMITTEE AND BIKE & WALK MILLBURN.