

**Members Present**

Rich Vetter	Dover/Kent MPO
John Sisson	WILMAPCO/DTC
Susan Moerschel	DNREC
William Payne	Citizen Representative
Debra Young	Empower Ability LLC
Adam Weiser	DelDOT
Tom Nickel	DelDOT
John McNeal	DelDOT
Todd Webb	DelDOT
Paul Moser	DelDOT
Linda Osiecki	DelDOT

**DelDOT Support Staff**

Sarah Coakley	DelDOT
Brian Urbanek	DelDOT

**Members Absent**

Barbara Monaghan	DDDC
Janelle Cornwell	Sussex County

**Guests**

Jim Johnson	Wallace Montgomery
Amy Wilburn	Citizen advocate
Beverly Suarez-Beard	Citizen advocate
Jeff Riegner	WRA
Joe Hofstee	AECOM

**I. CALL TO ORDER**

The meeting was called to order at 10:05 am by Chair John Sisson.

**II. INTRODUCTIONS**

All members, staff, and guests introduced themselves.

**III. ACTION ITEM- APPROVAL OF THE AGENDA**

Mr. Sisson reviewed the agenda and asked for a motion. Mr. Adam Weiser made a motion to approve the agenda. The motion was seconded by Mr. John McNeal and approved by all members present.

**IV. ACTION ITEM- APPROVAL OF THE SEPTEMBER 28, 2016 MEETING MINUTES**

Mr. Sisson asked if there were any changes needed to the minutes. Mr. Tom Nickel made a motion to approve the minutes. Mr. Weiser seconded the motion and it was approved by all subcommittee members present.

## V. OLD BUSINESS

Mr. Sisson reviewed the recommendation topics listed on the agenda (Median barriers, Complete Streets Implementation Plan, Complete Streets training for DelDOT and municipal design staff and consultants, DelDOT Pedestrian Coordinator review of DelDOT project plans, Guidance on marked crosswalk locations, and Travel trainer and DVI orientation and mobility specialists who also perform travel training notify DART of observed pedestrian deficiencies) and opened the floor for discussion.

Mr. Weiser stated that for median barriers, the Department needs to develop guidelines or standards for them and decide on locations. He said that barriers could be useful not just on medians but also next to the sidewalk. Mr. Sisson asked what is needed to memorialize this. Mr. Weiser said that a recommendation would memorialize it. Ms. Susan Moerschel asked if the barriers would be context sensitive. Mr. Weiser said yes. Mr. Sisson said they would also need to be crashworthy. Recommending that DelDOT develop guidance and design standards and use barriers was discussed as a possible recommendation.

Mr. Sisson referenced the pedestrian safety audits and suggested that they should be prioritized and expanded, with set goals for how many are to be completed per year and for when they are to be implemented. Mr. Weiser said that locations are prioritized based on crash data and that DelDOT Traffic is looking at additional locations with similar characteristics for crash prevention. Mr. Sisson asked if sidewalk gaps are considered. Mr. Weiser said that they are not for this particular program. Mr. McNeal mentioned DelDOT's Pedestrian Accessible Route (PAR) Program. Mr. Sisson said that the Transition Plan addresses curb ramps but does not address in between. Mr. McNeal said that this is because ADA-compliant curb ramps are required. He suggested more coordination is needed in DelDOT in the pedestrian area. Mr. Weiser said that developers need to include pedestrian upgrades at signalized intersections and extend the limits for pedestrian improvements to at least match their road improvements. Ms. Linda Osiecki said that developers just try to provide facilities along their property frontage. Ms. Moerschel shared that the State has come a long way. Mr. McNeal said that we need to construct what we are required to do. Mr. William Payne asked about bicycle activity, and to keep in mind trails and pathways. Ms. Osiecki mentioned that multi-modal prioritization is what Drew talked about at the last meeting, but that she is not aware of the bicycle and pedestrian subject matter experts being included in the evaluation of this criteria for CTP projects. Ms. Sarah Coakley confirmed that she as Pedestrian Coordinator, and the Bicycle Coordinator are involved in prioritization for standalone bike and pedestrian projects only, but not the multi-modal criteria evaluation for CTP projects. Mr. Nickel shared that he is not involved in this either.

Mr. Sisson asked about lighting. Mr. Weiser shared that DelDOT Traffic is moving forward with lighting at high crash locations. Mr. Sisson stated that it seemed that lighting is designed for vehicular traffic. Ms. Moerschel and Mr. Todd Webb agreed that this was their impression also. Mr. Weiser said that DelDOT's lighting policy is based on national guidance, but that DelDOT is looking at lighting as a strategy at high pedestrian crash locations.

Mr. Weiser asked about the Complete Streets training for designers. Ms. Osiecki shared that FHWA courses are already available. Mr. Weiser suggested that the training needs to be a regular thing. Ms. Osiecki mentioned that it could be modeled after defensive driving, with a longer introductory course and shorter specialized courses. Mr. Sisson asked Ms. Osiecki to draft language for the recommendation.

Mr. Webb asked about bus stops on developer and DelDOT projects and if DTC reviews them. Mr. Sisson said that DTC planners review project and developer plans. Mr. McNeal asked about locations where people are crossing the road and if the speed limit should be the same on both sides

of the street. Mr. Weiser said yes, but getting people to follow the speed limit is a challenge. He said that the speed limit should be the same on both sides of the road but maybe the signage is incorrect. Mr. Payne asked about bus stops and shared that some locations encourage mid-block crossings even where there are no pedestrian facilities. Mr. Sisson shared that the Legislative and Policy Subcommittee is reviewing the DTC bus stop policy. Mr. McNeal said that on the one hand the bus stop may be at an unsafe location for pedestrians, but on the other the bus stop is getting them on the bus which is safer than walking along the road. Mr. Sisson gave the example of a Rt. 40 bus stop at apartments but there are no pedestrian facilities between it and Rt. 72. Ms. Beverly Suarez-Beard asked if the bus stop could be moved to Rt. 72. Mr. Sisson said there is one there already also. Ms. Debra Young asked if the subcommittee is looking into bus stop shelter design also. Mr. Weiser said that it has not come up as an issue. Discussion continued on the need for crossings at bus stops.

Mr. Sisson asked Ms. Coakley to review the Annual Report deadlines. Ms. Coakley reminded the subcommittee that recommendations are due to the full Pedestrian Council by December. She shared that Council will be looking to reschedule the December 27 meeting. She said that recommendations will need to be voted on at the next subcommittee meeting on November 17, in order for them to be on the December Council agenda.

Mr. Paul Moser asked if there is federal guidance on locating mid-block crossings. Mr. Weiser said that NCHRP (National Cooperative Highway Research Program) 562 report is used, which includes factors such as sight distance, traffic volumes, and speeds. Mr. Payne raised a question about project prioritization. He said he understands that funding is an issue, but shouldn't recreational opportunities be considered. Mr. Weiser said that when Drew spoke about it at the last meeting, a recreational score or criteria was included. Ms. Osiecki said that lots of the trails in Delaware follow the road and are not in the middle of nowhere. Mr. Weiser said that trails are a good tool, for providing a separate network that is a safe place for bicyclists and pedestrians. Mr. Webb said that trails connect to the sidewalk network. Ms. Moerschel said that DNREC does a lot of collaboration with Drew's group. She said that there was a time when state parks were out in suburbia but this is not true anymore. She said the parks are not treated as islands anymore, but connected to communities and that trails serve a dual purpose of recreation and transportation. Mr. McNeal said that a great philosophical change is needed, as we say sidewalk is transportation but don't treat it with parity compared to the vehicle. Ms. Moerschel said that DNREC believes sidewalks are very important. Mr. McNeal said that a commitment is needed, including funding, to make sidewalks equal to the street. He said we wouldn't end a road with a dead end and pick it back up later. Mr. Weiser gave an example of parity, where in temporary traffic control it doesn't matter if there is only one car or only one pedestrian, both have to be accommodated. Mr. Sisson said that behavior change is needed, similar to how everyone now uses seatbelts.

Mr. Payne asked if driverless cars look out for pedestrians and if there is an issue with them. Mr. Weiser said the technology is still being developed. Mr. Sisson said that DelDOT is putting together a team to look at driverless cars. Mr. Weiser said that the AASHTO committee on it is considering pedestrians.

Ms. Suarez-Beard shared the concern that people park in bike lanes and the concern for snow removal for bike lanes and paths. Mr. Sisson said that we have to wait until the road is done, otherwise the snow gets pushed back on the sidewalk. He suggested a lot of education is needed. Mr. Payne asked about buffers for snow removal. Mr. Sisson asked Mr. Jeff Riegner if he could answer. Mr. Riegner said that it's a tradeoff, as there may be constraints. He said it is looked at on a case by case basis and we try to get it in if we can. Ms. Moerschel stated that something needs to be done environmentally regarding property owners. She gave the example of how putting things down drains is illegal, but what about sidewalk maintenance and putting trash cans on the sidewalk.

Mr. Payne suggested that more educational communication to the public is needed. Mr. Sisson said the Education and Enforcement subcommittee should address that. Ms. Osiecki said that that subcommittee has looked at educating kids in schools, and improving drivers education and defensive driving. (Ms. Moerschel excused herself from the meeting at 11 am). Mr. Sisson asked about reaching out to the Counties. Mr. Weiser suggested that LTAP (Local Technical Assistance Program) is a good resource for education. Mr. Payne asked about educating developers, such as teaching them about how good bike and pedestrian facilities increase property values. Ms. Osiecki commented that representatives from the Realtors Association attended the last Walkable Bikeable summit. She said it would also be covered at the Development Coordination Summit later this week. Mr. Sisson asked if Mr. Riegner could answer. (Mr. Sisson excused himself from the meeting at 11:05 am) Mr. Riegner said that this is a big issue nationally, for both the real estate industry and also AARP. Ms. Young introduced herself and included that she is a specialist in aging in place. She said education can be slow but policy can also help. She suggested that they need to go together, with education first so that instituting policy does not become a fight.

Mr. Rich Vetter, Co-chair, said that he and Mr. Sisson would come up with draft language for recommendations for the subcommittee to vote on at the November 17 meeting. He then gave the floor to Mr. Brian Urbanek (Ms. Young excused herself from the meeting at 11:10 am).

## **VI. NEW BUSINESS**

### **Review of DelDOT sidewalk maintenance policy and implementation**

Mr. Urbanek introduced himself as the Assistant Director of Statewide Support Services and said that he reports to the Maintenance and Operations Director. He shared that DelDOT has a Policy Implement for sidewalk and shared-use path maintenance and pulled it up on the presentation screen. The policy was updated in 2013 after working with DelDOT Planning, DAG, and other Department stakeholders. The beginning of the policy addresses who is responsible for sidewalks in Delaware. It lists what sidewalks DelDOT is not responsible for, which leaves to DelDOT responsibility just the sidewalks along 3-digit main roads. He read about what DelDOT does maintain, including structural repairs, vegetation control, and snow removal. For the last three years, DelDOT has handled snow removal along these roads. He shared that weather stations are on contract through the University of Delaware and total accumulations are evaluated. If it exceeds 4 inches in a maintenance area, snow removal mobilization is considered. He said some exceptions are made early or late in the winter season if it is likely the sun will melt the snow. We also hold off if another storm event is coming. He mentioned Kirkwood Hwy, Concord Pike, and Naaman's Rd. as locations with long loops of bus service that are a priority to keep clear. He said a complete event involves snow removal along about 120 miles of sidewalk. He said the sidewalk inventory includes 130 miles, so we may miss some isolated spots. DelDOT has emergency snow removal contracts that are open-ended. If a contractor meets insurance requirements and has equipment, they may sign up for the contract. Small skids and walk-behind plows are used. He said the equipment is heavier than one might expect because more snow gets piled on the sidewalks. He said that last year we had one event with 12 inches. Each of the two years before that also saw one or two events. Another challenge is that plow trucks removing snow from private development often pile the snow on corners.

Mr. Urbanek talked about how sidewalks get fixed. He said that Community Transportation Funds (CTF) are eligible for sidewalk maintenance in subdivisions. Each legislator gets funding under this program and the legislators decide how it is used. He said he has been involved with the program for quite a few years and we don't do a lot of sidewalk projects in the program. It is mostly used for re-paving, but we upgrade curb ramps when re-paving is done. Adding sidewalk or replacing existing is also considered in Capital road projects, and complaints are received



through the ADA office.

Mr. McNeal stated that pedestrian facilities do not have parity with roadway maintenance. He said that maintenance and operations focuses on maintenance of roadways. He said a more robust policy is needed, that is not complaint driven. We don't wait on roadway maintenance until there are complaints. Mr. Urbanek responded that there is no sidewalk maintenance program line item in the Capital Transportation Program (CTP). At least if there was a separate budget for it, we could measure success. He said when we get a call about sidewalk in need of repair, we may need to temporarily close it or use hot-mix to patch it, which is really just putting a band aid on it.

Mr. McNeal said that we can see how limited our sidewalk maintenance is, but what about the rest of the sidewalks in Delaware. He asked what can be done to address municipal sidewalks which we do not have authority over. Mr. Urbanek referenced the Municipal Street Aid funding that municipalities receive and shared that while most CTF is used for subdivision streets, some legislators use it also to support municipal projects. He said until additional funding is designated for sidewalk maintenance, the Department will continue to address sidewalk maintenance in a piecemeal approach that is reactive.

Mr. McNeal said that cost is unpredictable and we are likely to get more efficient with increased experience, but asked for cost information to date. Mr. Urbanek answered that for the first year, DelDOT went with a representative bid for contractors. He said for the second year, we looked at Blue Book costs and used force account, which dropped prices by 30 to 50 percent. He said costs depend on the storm event, but for a 4-8 inch event, it's about \$2,000-3,000 per mile. For a 12 inch event, the cost is about double. Mr. Weiser asked how does it work with pushing snow around. Mr. Urbanek said we throw snow off the roadway too. He gave an example of Maryland Avenue in Wilmington where there is a retaining wall. He said the snow gets put in the shoulder, then we push it along to where there is an opening it can be stored. He said for Rt. 202, they reached out to the TMC, DEMA, and locals to see if a county park could receive hauled snow, but it ended up not being done due to time constraints.

Mr. Nickel said that similar to how Maintenance and Operations has a pavement patching program for roads, the same is needed for sidewalks. Mr. McNeal asked what the total cost was for the first year. Mr. Urbanek responded that it was about \$900,000 for three events. It's about \$250,000 to \$300,000 per event. He said they can estimate the number of clear sidewalk days gained based on how fast the snow melted after the event. He said there is more benefit when the weather is cold, less if it is warm. Mr. McNeal asked if the impact of multiple events less than 4 inches is considered. He also asked if M&O fields a lot of complaints about sidewalk. He asked for a comparison of snow removal vs. rest of the year maintenance. Mr. Urbanek replied that he could run a report to give specific information, using Maximo. Ms. Osiecki asked how much is being spent on roads for the same event. Mr. Urbanek responded that the storm budget is \$10 million per year. He said largest annual cost was \$17 million. If storm events exceed the budget, we still fund it and take the funding from another budget item. Mr. Nickel asked what is the minimum amount of snow to send crews out for roadways. Mr. Urbanek explained that we pre-treat also, that that is what the lines are on the roads when storms are forecast. He said they watch the surface temperature to see when it starts sticking. It doesn't take much to trigger mobilization. They at least treat with salt, especially the bridges. Mr. Weiser said that there is in-roadway monitoring. Mr. Nickel commented on the difference in how we treat roadways vs. sidewalks, going out as soon as it starts for roadways, but waiting for 4" for sidewalks.

Ms. Amy Wilburn commented that ice is even more of a concern for sidewalks. She asked how the policy applies to shared-use paths. She said that capital projects are used to replace SUPs but it seems that there is no vegetation control program. She asked if CTF could be used for sidewalks. Mr. Urbanek answered yes, that CTF is state capital funds that can be used for transportation



projects that benefit more than one person and are in the public right-of-way. He said some legislators in municipalities use it for sidewalk. Ms. Wilburn asked about bus stops and shelters being piled with snow. Mr. Urbanek said DelDOT coordinates with DTC, and if we get there first, we clear it, but we try not to show up at the same place. Someone asked if the road clearing crews could avoid piling the snow at bus stops. Mr. Urbanek said that his section has performance management measures to meet but that DTC has contractors to clear bus stops. Ms. Suarez-Beard said that when we had a 12" storm last year, the pushbuttons at Rt. 202 and Murphy Rd. were snow covered. Mr. Urbanek shared that they discussed hauling snow away, because there was 7 or 8 lane widths of snow piled on the sidewalk. He said we need to develop a plan for that location if we have another large storm event. It was pointed out that some who work at Chase or AstraZeneca use that sidewalk and pushbuttons to get to work.

Mr. Payne asked about the vertical clearance on bridges and hanging baskets that some municipalities such as Millsboro and Milford have on the bridges. Someone asked about snow removal in towns. Mr. Weiser answered that snow removal of sidewalks are the town's responsibility. DelDOT only maintains from curb to curb on state maintained roadways in municipalities. Mr. Urbanek said that if the locations of the baskets could be given to him, he would have it looked into. He shared that University of Delaware Institute for Public Administration did a nice report a few years ago on sidewalk maintenance in municipalities. He said almost all have requirements for property owners to maintain sidewalks. Enforcement is inconsistent. He said this is a national issue. DelDOT is unique though in having sidewalk responsibility. Mr. McNeal said that we need a way to encourage municipalities to meet their responsibilities, as they are a sub-recipient of federal funding.

#### **VII. DISCUSSION OF POSSIBLE ITEMS FOR NEXT MEETING AGENDA**

Mr. Vetter asked that draft recommendations be on the agenda for a vote at the next meeting. Ms. Coakley will send out some draft language.

#### **VIII. PUBLIC COMMENT**

Mr. Vetter opened the floor to public comment. Mr. Payne asked if more people need to be added to Mr. McNeal's section. Mr. McNeal responded that his section looks good but that there needs to be specific funding in the CTP for sidewalk maintenance.

#### **IX. ADJOURN**

Mr. Weiser made a motion to adjourn the meeting. Mr. Nickel seconded the motion. All subcommittee members present were in favor of the motion, no members were opposed, the motion passed. The meeting adjourned at 11:55 a.m.

Meeting Minutes reported by:  
Sarah Coakley, AICP

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