



**Norfolk Road Safety Committee  
1 Liberty Lane  
Norfolk, Massachusetts 02056**

**Meeting Minutes for Wednesday, 4/16/03**

**Meeting was held at 7:30PM, Town Hall Room 25.**

**Attendance: Joe Sebastiano, Beth Strubeck, William Crump, Jim Leonard.**

- 1) Discussed RSC related Community Day set up/planning, info, displays, raffle, helmets, manpower, and coordination with Fire and DARE.
  - ❖ Joe will gather/provide items to “free” raffle (as an added draw to our table at Community day). Expect to raffle off a few of sets of “blading” pads (1 boy and 1 girl’s set; and possibly an adult set of pads - or biking gloves). Joe will also ask Chief Stone if we can have some helmets to raffle off also (4-8 possibly). For the helmet raffle, we’ll draw the names and possibly let the winner indicate the size (either on the ticket we draw, or at the time we deliver the helmet...since we have stock.) We’ll also keep some helmets on hand should some indicate they want to buy regardless of the Fire Dept and RSC helmet raffles going on.
  - ❖ Beth will prepare the survey sheets for our table...guests will be welcome to write/indicate a road safety issue, and will be asked to leave a name and contact info.
  - ❖ Joe will ask Butch to provide us with 3 items: An RSC sidewalk plan map, a town center plan map (a map with the rotaries indicated), a map of the planned access road to Freeman Centennial.
  - ❖ Jim may be asked to help get talking points from Butch to support these maps. Butch may simply forward something to us – including a dangerous intersection update/list.
  - ❖ Joe may ask Chief for a copy of 2002 accident statistics that may be of interest for having at Community Day.
  - ❖ Joe will have copies of the RSC School Related Road Safety and RSC Annual Report on hand.
  - ❖ Joe will make copies of a list of Major RSC efforts we’ve recently accomplished and are working on for 2003 – including the list of 40 street lights approved (most installed) from back in 2000/2001.

- ❖ We should arrange our table next to Fire/DARE/Triad on Community Day. The Fire Department will also be conducting child safety seat checks that we can direct guests to (or at least let them know they can arrange such a check at the Fire House...dependant on fire officer availability).
- ❖ Beth, Jim, Bill and Joe all expected to share/balance time at the table on Saturday May 31<sup>st</sup>. Joe was appreciative, as it gives him the ability to share time performing his Lion's club duties. Joe's will coordinate start/setup. Bill will provide a table. Joe will provide chairs and cold beverages. Having the maps/reports indicated earlier, the raffles planned, survey sheets, and the usual take away brochures should keep the pace interesting and interactive with guests.

2) Assignment of RSC Liaison to Norfolk School Sub-Committee working busing and related sidewalk issues.

- ❖ It was suggested that at least two of the RSC members be assigned to ensure that one of us would be present at each school sub-committee meeting. It was also suggested that at least two RSC members should attend the first meeting when scheduled (which is not likely to occur until after town elections in May).

3) Latest new/proposed streetlight list...

- ❖ Joe still needs to present a compiled draft of lights we've identified beyond the 40+/- identified/installed/standing ordered to date. Revised goal for this to be ready by next RSC meeting (in May). Joe reported being a bit more focused with getting Butch and NSTAR to complete earlier orders...and getting off track with compiling the new list[...as well as never actually getting out there with Bill as earlier planned to survey existing lights by GPS and supporting new areas].

4)Capital Outlay Committee update on sidewalk cost estimates (RSC attendance at COC meeting pending).

- ❖ Joe needs to receive Butch's updated cost estimates together for both the pending COC meeting (TBD), as well as having numbers on hand for the upcoming town meeting.

**5) Next RSC meeting will be May 21<sup>st</sup>.**