

Talbot County Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
July 22, 2025 at 7:30 a.m.
Talbot County Community Center

I. Welcome and Introductions

Members Present: Frank Carollo, Sr., Bob DeGour, Lt. James (J.R.) Dobson, Heather Grant, Ed Heikes Sr., Jessica Lister, Phil Starkey

County Council Liaison: Pete Leshner

Staff: Emily Gilmer, Kristen Goller, Cassandra Vanhooser, Elisa Deflaux

Members Absent: Howard Callahan, Bob Burgner, Ava Ellett, Mike Owens

Guests: Ted Bautz, Zach Lister

II. Approval of Minutes – May 27, 2025

Minutes from the May 27, 2025, meeting were distributed in advance via email for review. Mr. Dobson made a motion to approve the minutes without edits, which was seconded by Mr. Heikes. With no further discussion, the minutes were approved.

III. Chairman's Report

- a. Status of Safe Streets for All Grant Application: As a follow-up to the May 27, 2025, meeting, Ms. Grant announced that an application was submitted on June 26, 2025, for the Safe Streets for All Federal Grant to fund a Bicycle and Pedestrian Safety Plan. The application was unanimously approved by the Talbot County Council prior to submission. If awarded, a 20% match of cash or in-kind funds is required, equaling \$60,000.
- b. Dashboard Development: Ms. Grant is meeting with the Salisbury University Eastern Shore GIS Cooperative on Thursday, July 24 to explore the creation of a dashboard. She shared two dashboard examples. The first was from the Town of Easton and reports on crash data. It was noted that since dashboards typically pull from publicly available data, there is often a lag time as they can't reflect real time/live data. The second example was from the Maryland Dept. of Transportation (MDOT), which utilizes ESRI to display maps and allows for the collection of community input on specific roadways. Ms. Grant explained that public comments would be the basis for a Bicycle and Pedestrian Safety Plan, so collecting this now would be a solid starting point.

Ms. Vanhooser provided background on the Eastern Shore GIS Cooperative, noting that ESRGC might develop the dashboard at a lower cost as they have a Circuit Rider Program supported in part by the Mid-Shore Regional Council. Ms. Grant extended an invitation to anyone on the committee to join her for this meeting. Otherwise, she'll share a summary afterward.

- c. MDOT Vulnerable Road Users Corridors: Ms. Grant previously emailed a link and information, and reminded committee members that MDOT is currently collecting public input through Aug. 8, 2025, on five identified corridors within Talbot County. Ms. Grant has already provided feedback on corridors and encouraged others to do so as well. It is not yet known what will be done with this input as not all of the corridors are on state highway, but it is assumed that they were identified through crash data.
- d. Survey Results – Setting Committee Priorities: Ms. Grant sent a link out last week and encouraged members to come prepared to share their priorities for this committee. Open discussion then ensued. Ms. Grant will share the document so that additional priorities can be added. Priorities will then be categorized and finalized at the next meeting.
- e. Committee Meeting Schedule: It was determined that the committee will meet quarterly, on the fourth Tuesday of the month, in person. Ms. Vanhooser shared a few potential meetings topics for the future which included a presentation from each town, a discussion with the University of Maryland Regional Medical Center team to understand their plans for a roundabout and connection to 50, and MDOT. After discussion, it was decided that the meeting with MDOT will be of interest to the larger community, so that session will be held in addition to a regularly scheduled meeting. A formal request is required by the state, which Ms. Vanhooser will coordinate.

IV. Review of Proposed Bylaws

A draft of the proposed bylaws was shared via email and comments were discussed. The bylaws were drafted based on the legislation which formed this committee. Comments will be reviewed, and a new draft will be circulated. A vote will be planned for the next meeting.

https://docs.google.com/document/d/1jzULKRVS6yqURc_yQRbVAVYn-SaOEDf4jBEYIFgc25o/edit?usp=sharing

V. Board Member Comments

Mr. Starkey asked if the county required residential communities to include sidewalks. Mr. Leshar confirmed that it does not.

VI. Public Comments

None were made.

VII. Next Meeting

Ms. Vanhooser will post documents and all relevant materials online:

<https://www.talbotworks.org/bike-and-pedestrian-advisory-committee/>

The next meeting was set for 7:30 a.m. on Oct. 28, at the Talbot County Community Center. Ms. Vanhooser will invite a representative from the University of Maryland Medical Center.

VIII. Adjournment

Mr. DeGour made a motion to adjourn, which was seconded by Ms. Lister and approved unanimously.