

**Talbot County Bicycle and Pedestrian Advisory Committee**  
**Meeting Minutes**  
**January 27, 2026, at 7:30 a.m.**  
**Zoom Videoconferencing**

**I. Welcome and Introductions**

Ms. Grant called the meeting to order at 7:32 a.m.

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

**County Council Liaison:** Pete Lesher

**Staff:** Elisa Deflaux, Emily Gilmer, Kristen Goller, Jessica Morris, Cassandra Vanhooser

**Members Absent:** Howard Callahan, Ava Ellett, Mike Owens, Phil Starkey

**Guests:** Mike Murtagh, Ted Bautz

**II. Approval of Minutes – December 9, 2025**

Minutes from the December 9, 2025, meeting were distributed via email for review in advance of the meeting. Mr. DeGour made a motion to approve the minutes without edits, which was seconded by Mr. Carollo. The minutes were approved unanimously.

**III. USDOT Safe Streets and Roads for All Grant Application Update**

Ms. Grant announced that the committee's application for a Safe Streets and Roads for All grant was successful. Talbot County is being awarded \$240,000 and is one of only four Maryland awardees. While recipients have been announced, acceptance paperwork has not yet been received. The county is preparing an official announcement.

**III. Establishment of Working Committees**

The establishment of committees was proposed, including a data and grant committee. Through discussion, it was determined that an education committee will also be formed. Ms. Vanhooser will send a summary of the new committees along with a request for volunteers. Mr. DeGour volunteered to serve on the data committee. Mr. Lesher and Ms. Lister agreed to assist on the grant committee. Lt. Dobson and Mr. DeGour will serve on the education committee.

#### **IV. Approval of Bylaws**

A working draft of bylaws was shared previously, and comments were collected from both the committee and the public. The committee reviewed the feedback received thus far. A vote was made to leave the Civic Responsibility bullet as originally written, with a motion from Lt. Dobson, second by Mr. DeGour, and approved unanimously. Mr. Carollo recommended that a clean draft be circulated for the committee to review prior to voting. Ms. Vanhooser explained that once the committee approves the bylaws, Mr. Lesher will introduce them at a Talbot County Council meeting for approval.

Draft of Bylaws:

[https://docs.google.com/document/d/1jzULKRVS6yqURc\\_yQRbVAVYn-SaOEDf4jBEYlFgc25o/edit?usp=sharing](https://docs.google.com/document/d/1jzULKRVS6yqURc_yQRbVAVYn-SaOEDf4jBEYlFgc25o/edit?usp=sharing)

#### **V. Comments from the Board**

Mr. Burgner noted that attendance felt light and questioned if the meeting should have been rescheduled as opposed to being held virtually. Ms. Vanhooser and Ms. Grant noted that to remain compliant with the Public Meetings Act, advance notice of a meeting's location is required. Because of the weather, it was decided to move forward virtually. In the future, an in-person meeting is preferred. The committee confirmed that while early, the 7:30 a.m. start time of the meeting works best, as does the location at the Talbot County Community Center.

Access to the Community Center opened a discussion regarding the Regional Medical Center. Ms. Vanhooser will invite a representative to a future meeting for a progress update and to share information regarding their multi-modal path. She noted that another potential guest would be Steve Cohoon, who assisted with the development of Queen Anne's County's Bike and Pedestrian Action Plan. Additionally, town representatives from Easton, Oxford, St. Michaels, and Queen Anne will be invited as each are working on their own initiatives.

Mr. DeGour inquired whether any efforts have been made to connect with local bicycling clubs. Ms. Grant noted that she will reach out to C3 as a start and ensure they're aware of the committee and its meeting schedule. Once the Safe Streets and Roads for All Grant is announced, Mr. DeGour suggested that the committee consider an interview with the public radio station.

Mr. Carollo asked if the education committee will also handle public relations. Ms. Vanhooser replied that while the group is welcome to form a public relations committee, the County is adept at handling the work. In follow-up, Mr. Carollo asked that when the call for volunteers is sent out for the committees, if a paragraph explaining their objectives could be included for clarity.

Ms. Gilmer invited committee members to participate in the Land, Preservation, Parks, and Recreation Plans (LPPRP) survey currently open, as it guides the future focus of Talbot County's Parks and Recreation Department.

**VI. Comments from the Public**

Mr. Bautz congratulated the committee on the receipt of the Safe Streets and Roads for All grant, noting that it was a large undertaking, particularly since the committee is just getting started.

**VII. Next Meeting**

Ms. Grant reviewed the 2026 meeting schedule, which includes April 28, July 28, and October 27. Additional meetings may be added, if needed. The committee's next steps will include reviewing the Safe Streets for All grant agreement.

Ms. Vanhooser will post documents and all relevant materials online:  
<https://www.talbotworks.org/bike-and-pedestrian-advisory-committee/>

**VIII. Adjournment**

Mr. Carollo made a motion to adjourn, which was seconded by Mr. DeGour and approved unanimously at 8:19 a.m.