

Lower Makefield Township  
Citizens Traffic Commission  
October 18, 2010  
Meeting Minutes

Present: Virginia Torbert, Chairperson                      Susan Herman  
          Arthur Cohn, Vice Chairperson                     William Hogan  
          Richard Davino     Scott Weaner

Absent: Greg Caiola, Supervisor Liaison

Mrs. Torbert opened the October 18, 2010 meeting of the Citizens Traffic Commission at 7:30PM. The agenda was dedicated to a discussion of the October 23, 2010 Safe Driving Program.

Safe Driving Program - Mrs. Herman distributed copies of the agenda for the Safe Driving Program and a discussion ensued.

- Publicity
  - The Program is currently being advertised on LMT's cable channel.
  - Yardley News and Yardley Voice have published articles.
  - The Bucks County Courier Times will publish an article on October 19.
  - The Bucks County Courier Times' Reality section may run an article; the students are allowed to choose their own content for this section.
  - There will be no TV station in attendance.
- Food
  - McCaffrey Supermarket will donate coffee.
  - Cramer's Bakery will donate Danish.
  - CTC members will provide additional food and supplies.
  - Supervisor Caiola will donate six gallons of juice.
- Finances
  - Mr. Cohn will act as Treasurer and coordinate all checks and receipts.
  - To date, \$337 has been spent, which includes food.
  - It is unclear whether there will be a cost for the COW video.
- Program Setup
  - Mrs. Herman will follow up with Pennsbury to get feedback on whether they can have access to the DUI Stimulator after the event is over.
  - Programs have been ordered and shipped.
  - Mrs. Torbert had an enlargement made of the flyer and will present it at the Board of Supervisors meeting. It will be placed in the lobby at the Event, along with black and white enlargements which Mrs. Torbert had made.
  - Mrs. Torbert will meet with Officer Pell, to ensure that the COW video is compatible with the Police Department's AV equipment.
  - Mr. Hogan will provide a written outline of the card game, including points of discussion.
  - Time cards need to be made, one set with a 2 minute card and a 30 second card, and one set with a 1 minute card and a 30 second card.

- Mrs. Herman will provide agendas for each presenter/staff member, with their specific parts highlighted.
- Mr. Cohn will bring tape and other equipment and put the Arrive Alive banner in the room on the day of the event.
- Mrs. Herman will add a section on the sign-in sheet for adults to indicate how they heard about the event.
- There will be 100 programs available at the sign-in table, with one to be given to each family.
- Mr. Cohn will confirm with Mr. Sawyer when the SIMulator will be picked up.
- Mr. Hogan will provide two stopwatches; Mr. Weaner will provide stopwatches and six decks of cards.
- Staffing
  - CTC members volunteered family members to help with timing and the card games.
  - Mr. Cohn and Mr. Weaner will staff the sign-in table, which will be outside of the cafetorium.
  - Mr. Davino and Mr. Hogan will handle refreshments in the cafetorium.
  - Mrs. Herman will ask Ms. Langtry of Pennsbury if there is a student who could video the program. If there is, CTC will offer to pay; if that is not deemed appropriate, they will suggest a donation to the school's AV Department
  - Mrs. Herman reported that Pennsbury will handle security.
  - Mrs. Herman will contact Mr. Kelliher, the Township's media consultant, re taping the Program.

With no further business to discuss, the October 18, 2010 meeting of the Citizens Traffic Commission was adjourned at 10:05PM. The next meeting will be held on November 15, 2010, at 7:30PM, at the LMT municipal building.

Respectfully Submitted,

Jeanne Bray, Recording Secretary