

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
TUESDAY JUNE 1, 2021
REMOTE MEETING – MICROSOFT TEAMS
7:00 PM**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Alan Schnur; Marie McCormick (Vice-Chair); Amy Chan; John Kelleher; Clifton Below (Alt)

MEMBERS ABSENT: Sarah Crysl Akhtar; Gregorio Amaro (Planning Board); George Sykes (City Council Alt)

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:01 PM.

A. Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements
Ms. Owens reviewed the executive order requiring public audio and video access and options for participation. A Roll Call of Board Members who participated remotely is listed above, in addition to staff present.

Mr. Below was appointed to serve as a regular member in place of Ms. Akhtar.

2) APPROVAL OF MINUTES: May 4, 2021

Ms. McCormick noted a correction on page 2, line 43, to change “Buck Road” to “Buckingham Place”.

Mr. Heistad MOVED to approve the minutes as amended.

Seconded by Mr. Schnur.

Roll Call Vote: Members voting in favor included Mr. Heistad, Mr. Kelleher, Ms. McCormick, Mr. Below, Ms. Chan, and Mr. Schnur

****The vote on the MOTION was unanimously approved (7-0).***

Minutes approved.

3) OPEN TO THE PUBLIC:

4) STUDY ITEMS:

Chair Smith asked staff to review agenda item 4.B, Rules of Decorum. Committee members decided to table review of the rules until there was clarification on whether the text could be customized.

A. Updates from Other Boards

- Planning Office – Planning Staff noted that there were no new development applications

of interest.

- Safe Routes to School – Planning Staff. No direct updates. SAU88 has asked for NHDOT to prioritize safe routes and overall accessibility for the Hanover Street School as part of its I-89 Exit 18/Route 120 project.
 - City Council – Mr. Heistad noted that the Council has been coordinating with the School Board on potential co-use of the Seminary Hill School.
 - Planning Board/CIP – Mr. Amaro. No updates.
 - Police Reports – Mr. Schnur reported that there the police records show one pedestrian and bicyclist crash in April, for a total of one crash year to date, versus three by this time in 2020. In comparing information that he recently recovered from communications in Fall 2020, he observed that there is a difference of four additional pedestrian crashes 2015-2019 that are not matched between the Police and Fire Department EMS reports. With the state using new software, he thinks it would help to obtain the sorting code key for crashes involving cyclists. He still needs the remainder of 2020 Police and Fire EMS data.
 - Mascoma River Greenway – Chair Smith. No updates.
 - Class VI Roads – Chair Smith indicated that Alden and Dorothy Perley Roads are under review.
 - State of NH Updates – Vacant. Ms. Owens noted that the State has reinitiated its Ped-Bike Plan and Rail Trail Plan drafting.
 - Rails to Trails – Ms. Chan shared that the Friends of the Northern Rail Trail (FNRT) group is participating in Lebanon's Mall Tunnel opening event on July 8th. They are working with Paul Coats on trail signage for speeds and etiquette. FNRT has a 25th anniversary/25-mile challenge ride event that they are distributing participation cards for.
 - Communications Plan – Ms. McCormick said that previously shared plans for June are the same and that LebNews postings will be cross-posted to listservs too.
- C. Ms. Owens reminded members that the Planning Board's public hearing on proposed amendments to the Site Plan Regulations, including new content to address pedestrian and bicyclist needs, is on June 28th. Mr. Below asked if shower requirements could be tied to square footage or a similar project metric rather than to the number of bike rack spaces required. He said he would not have been able to fit showers into his original 1 Court Street project very easily though they did build another bathroom that accommodated a shower. He said that because showers are not required now, builders may not add them and it's a missed opportunity to make communities more bike-friendly. Mr. Kelleher asked if as an alternative to specifying a calculation for showers, they could be encouraged at quantities commensurate with the anticipated needs of building users.
- D. Organization for the Tunnel opening event on 7/8 includes a bike ride from 4-5pm that Colin will lead on the Greenway. Lebanon Police may assist. FNRT will have a table and lead rides the following day.

5) OTHER BUSINESS:

A. City and NHDOT Projects

Members continued discussion of the City DPW's proposed Hanover St. and Route 120 intersection changes and how the proposal relates to NHDOT's I-89 Exit 18/Route 120 project. There was discussion about whether NHDOT had received the Committee's recommendation to integrate a responsive signal system at the intersection, as the DPW plans shared with NHDOT did not incorporate that recommendation. Ms. Owens reported that according to a Project Advisory Committee meeting, the current NHDOT traffic model runs on a 30 year time horizon

and the project manager suggested that projections support the DPW through-traffic design, but that NHDOT has also reviewed the Ped-Bike motion and intends to touch base with City staff. Ms. Owens reported that the TAP multi-use path on Lahaye Drive continues to be designed and received preliminary review by the Conservation Commission in May, as relates to wetland impacts.

There was discussion about City work re-striping roadways following maintenance to them. Ped-Bike received a citizen comment that Seminary Hill Road had not been re-striped to existing conditions, which had included some shoulder width area to accommodate cyclists. The new striping eliminates the shoulder and makes lanes up to 16 feet wide in some areas. Ms. Owens indicated that she spoke with Public Works and they have considered how to correct the issue; they currently do not plan to re-stripe the road until 2022. Members asked if Public Works is following specifications for lane striping and if so whether those criteria are clear, and if so, or if not, how such a mistake happened so that changes can be considered for how to prevent such issues in the future. Chair Smith asked staff to inquire with Public Works to see if a more immediate resolution is possible, at what cost, and if the City would be willing to pursue it. Ms. Owens said that the annual Ped-Bike meeting with Public Works is an opportunity to review road rehabilitation/re-paving project lists and obtain assurance that contractors are receiving correct specifications. Mr. Heistad underscored that having lines painted so close to the curb is very dangerous for cyclists.

B. Rotary Club Legacy Project

Mr. Kelleher posed an idea for Rotary funds to be considered for a City bike lending library. Members discussed potential features of such a program, including its administration responsibilities. The goal would be to provide equipment to underserved citizens, and could include repair of old bikes for reuse, and procurement of them through the annual Police auction. Members noted that the bikes could be used not just for kids, but for adaptive cycling needs and even rickshaws, engaging support from partners like APD. The administrator would need to be able to accept donations, such as Lebanon Recreation.

Other discussion ensued. Chair Smith asked whether electronic participation will still be allowed once in-person meetings are required for board members. Ms. Owens and Mr. Clifton responded in the affirmative, as long as a quorum of members is physically present. The statute is vague regarding the definition of emergencies that would allow a member to participate electronically.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

- Review project re-striping with DPW (all)
- Share bollard and bike friendly storm grate ideas with DPW (all)
- LebNews – draft June and July 2021 communications
- Review of Bike Friendly Community designation, due in 2021 (working group)
- Review the Committee's webpages for updates (working group)
- Explore a central document repository for the Committee (Ms. Owens)

7) ADJOURNMENT:

A Motion by Mr. Below to adjourn the meeting.

Seconded by Mr. Heistad.

Roll Call Vote: Members voting in favor included Ms. Chan, Mr. Below, Ms. McCormick, Mr. Heistad, Mr. Schnur, Mr. Kelleher, and Chair Smith.

****The vote on the MOTION was unanimously approved (7-0).***

The meeting was adjourned at 9:03 PM.

Prepared by Rebecca Owens, Planning Staff