



LEBANON PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE

**AUGUST 3, 2021 - 7:00 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - A. Review of in-person meeting SOP
 - 2. Approval of Minutes**
 - A. July 6, 2021
 - 3. Study Items**
 - A. Updates from Other Boards
 - Planning Office - Planning Staff
 - Safe Routes to School - Planning Staff
 - City Council - Erling Heistad
 - Planning Board/CIP Meeting - Gregorio Amaro
 - Police Reports - Alan Schnur
 - Mascoma River Greenway Coalition - Colin Smith
 - Class VI Roads - Colin Smith
 - State of NH Updates - Vacant
 - Rails to Trails - Amy Chan
 - Communications Plan - Marie McCormick
 - B. Lebanon Police - Review of Partnerships/Initiatives
 - 4. Other Business**
 - A. City/State Projects (Special Assessment District, West Lebanon Streetscape Concept, NHDOT 120/I-89 Exit 18 Alts Matrix, TAP, Lane Widths)
 - B. DRAFT Multimodal Plan Scope of Work
 - C. Bike Rodeo & UV E-Bike Lending Library Debrief
 - D. Bike Air Pump & Repair Station
 - E. Paper vs. Electronic Packets
 - 5. Future Agenda Items**
 - A. Bike Friendly Community
 - 6. Open to the Public**
 - 7. Adjournment**

The order of agenda items is subject to change.

Lebanon Pedestrian & Bicyclist Advisory Committee Agenda
August 3, 2021

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

**Agenda
Pedestrian & Bicyclist Advisory Committee
August 3, 2021**

**Agenda Item #2A
Approval of Minutes**

July 6, 2021

DRAFT

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
CITY COUNCIL CHAMBERS, 51 NORTH PARK STREET &
REMOTE VIA WEBEX [LebanonNH.gov/LIVE](https://lebanonnh.gov/LIVE)
7:00 PM, TUESDAY JULY 6, 2021**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Alan Schnur; Amy Chan; John Kelleher; Clifton Below (Alt); Gregorio Amaro (Planning Board)

MEMBERS ABSENT: Sarah Crysl Akhtar; George Sykes (City Council Alt); Marie McCormick (Vice-Chair)

STAFF PRESENT: Rebecca Owens (Associate Planner); Brian Vincent (City Engineer)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:03 PM.

A. Review of in-person meeting protocol.

The rules per 91-A under COVID were suspended by Executive Order. The Committee is meeting in person, to achieve the required meeting quorum for members physically present, except under extenuating circumstances. By a special commission, the State will study and determine if virtual meetings will continue in the future. City policy does not require members of the Public to appear in person.

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

2) APPROVAL OF MINUTES: June 1, 2021

Numerous corrections were identified to update "Heisted" to "Heistad" and one correction was made to update "Mr. McCormick" to "Ms. McCormick". Mr. Schnur requested update of Page 2 Line 11 to add EMS, for "Fire Department EMS reports" and to Line 13 to add EMS, for "Fire EMS data". He also noted that Line 12 should add that the key is a "key for crashes involving bicyclists". Mr. Below requested amendments: Page 2, Line 31: switch "large" to "another", change "bathroom" to "bathrooms", and change "that could accommodate showers, which is how they eventually accommodated adding one" to "that accommodates a shower"; Page 2, Lines 33-34, change "builders do not add them and it's a missed opportunity to make communities bike-friendly" to "builders may not add them and it's a missed opportunity to make communities more bike-friendly".

Mr. Heistad MOVED to approve the minutes as amended.

Seconded by Mr. Kelleher.

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

****The vote on the MOTION was unanimously approved (6-0).***

Minutes approved.

Gregorio Amaro joined the meeting at 7:19pm.

3) OPEN TO THE PUBLIC:

4) STUDY ITEMS:

A. Updates from Other Boards

- Planning Office – Planning Staff noted that the 38 Spencer Street site plan review application entails and existing development and that new sidewalk will be added to portions of the frontage that are currently used for vehicle access and parking. The High/Mascoma/Mechanic St. may be getting federal funding.
- Safe Routes to School – Planning Staff. No updates. The new Lebanon Police Chief could be invited to an upcoming meeting to discuss and revisit outreach to SAU88.
- City Council – Mr. Heistad reported that the Special Assessment District was discussed and funding for it approved. The skate park was approved for \$15,000 in funding. The Council accepted Airport Park Road as a city road. The Wilder Dam relicensing process, which includes bank stabilization and recreational opportunities, continues. Other business includes Headrest funding, Seminary Hill School reuse, and natural burials.
- Planning Board/CIP – Mr. Amaro stated that enhanced language for improvements to ped-bike facilities was adopted at the last meeting and the board would like to see zoning incentives explored to help support the requirements.
- Police Reports – Mr. Schnur shared that the City Manager report shows zero pedestrian and bicyclist crashes in May, for a total of one crash year to date, versus three by this time in 2020.
- Mascoma River Greenway – Chair Smith reminded all of the Mall Tunnel Grand Opening on July 8th and asked Ms. Owens to summarize the event schedule.
- Class VI Roads – Chair Smith indicated that the review process continues.
- State of NH Updates – Vacant. No updates.
- Rails to Trails – Ms. Chan said that FNRT's 25th anniversary/25-mile challenge ride event has over 100 participants registered and that FNRT is now split into committees; she is now a board member and on the promotion committee. A bridge I Lebanon is being fixed and four points of the NRT in Lebanon that were washed out are being addressed, including along areas where AT&T has a maintenance agreement. Ms. Chan later recalled that the UVLSRPC is helping with a traffic count of the NRT, at Spencer St.
- Communications Plan – Ms. McCormick. No updates. Ms. Owens suggested a break in mid-summer given the high level of communications in recent weeks.

The discussion was then moved to agenda item 4A, for guest Brian Vincent to speak about the Special Assessment District ("District") at the Mount Support Road and Lahaye Drive intersection.

Mr. Vincent updated the committee that there is a basic design for the District, which is meant to help finance transportation facility improvements at the intersection given the active and anticipated intensification of developments in the area for DHMC and nearby housing. The next step is to put out a Request for Proposals for preliminary design, so now is the time for the committee and others to suggest opportunities for improvement to the basic design. He said that the design will re-do current pedestrian facilities at the intersection but that new construction for extension of the Mount Support Road multi-use path (MUP), shown as a purple line on a plan image shared on-screen, was not in the basic plan at this time.

Ms. Owens asked to verify that the MUP extension was not in the plan, for as presented, there would be no net improvement for ped-bike conditions and was contrary to prior discussions

1 about the design and does not address the ped-bike aspects of Planning Board conditions of
2 approval that originated the District. Mr. Below stated that the ped-bike “north connector”
3 improvements should be included from the get-go, in addition to consideration of improvements
4 to the west, as that part of Lahaye Drive also lacks facilities. There was also discussion about
5 the issue of how the present District design could cause the new TAP MUP on Lahaye to be
6 relocated and that additional vehicle lanes increase the crossing distance for pedestrians, as
7 well as that DHMC has reported employee feedback desiring as few road crossings as possible
8 to get from Centerra to the main campus. Mr. Below asked if specialized traffic controls would
9 be merited given the high vehicle volume of traffic.

10
11 Ms. Owens asked if the RFP specifications will stipulate the basis of design, or if it will ask
12 vendors to provide alternative designs for comparison. She also asked if the RFP will include
13 requirements for new traffic analysis, such as to reflect DHMC’s announcement this June that
14 they will switch a large portion of employees to a remote workforce. Mr. Vincent replied that
15 traffic for 2021 and 2031 was modeled and even with remote work, there may be a need for the
16 intersection to be changed in the next ten years. He is pretty sure improvement will still be
17 warranted but noted that the RFP could ask for updated traffic projections. Mr. Below agreed
18 that Centerra is likely to stay busy as a source of traffic. Mr. Kelleher recalled that he used to
19 bike through the intersection regularly and that its current conditions are challenging for cyclists.

20
21 Mr. Below also asked how people in the Mount Support Road area would get to the same-day
22 surgery center if there is not a pedestrian facility, and whether widening of the shoulder could be
23 in the redesign, at minimum, especially on the northern shoulder of Lahaye, west of the
24 intersection. A 4 to 5 foot wide shoulder looks feasible. Mr. Vincent was asked to share, and
25 agreed to send, the draft RFP to the committee in time for members to provide feedback prior to
26 it being posted. Mr. Heistad commented that the Conservation Commission will also want to
27 review the RFP and any design phases.

28 29 B. 2006-2020 Crash Analysis

30 Mr. Schnur shared a presentation to the committee, also provided in the meeting packet, and
31 noted its focus on “data for action”. He has incorporated the new, shorter set of variables shown
32 in Lebanon Police crash reports. There is now less information about incident details, locations,
33 and injuries incurred; he said that recovering 4 variables that used to be reported would be
34 helpful. He also reviewed Lebanon Fire’s EMS reports but since those have only 5 variables, he
35 cannot compare them to LPD’s, aside from total numbers.

36
37 There is an uptick in the total crashes, starting in 2015, using data from both departments, but
38 that could be a coincidence with the timing of when the committee started asking for crash
39 reports and/or other procedural changes to reporting. Total crashes 2006-2020 was 76, with a
40 bit over 5 ped-bike collisions on average each year. Mr. Schnur reported that the highest rate of
41 collisions is in May-October, with the most in May, followed by November. Time of day did not
42 seem to be a factor for pedestrians as much as for cyclists. The person’s age and the collision
43 location, such as parking lots, seem to be factors but he does not have enough data. Male
44 cyclists tend to be involved in more bike collisions though it could be that there are more male
45 cyclists.

46
47 Mr. Schnur concluded that there are interventions that could help improve safety, such as
48 greater enforcement of speed limits. Mr. Kelleher asked if the analysis would be worth sharing
49 with Lebanon Police and whether there is a way to deal with noise or missing data, like at least
50 one fatality that was not reflected in the reports. He also would like to know how the police
51 handle and report crashes at private developments. Chair Smith agreed that it would be good to
52 speak with the new chief of Police. Mr. Below noted that LPR has a training/professional
53 development officer and a bike patrol and it may be worth making them aware of the data and
54 possible interventions too. Mr. Amaro noted that the data seems to be revealing and in addition

1 to speaking with LPD, cyclist and driver education should be underscored. Mr. Below added that
2 Vital Communities or LPD could be asked about holding bike safety trainings or free rides.

3
4 C. UV Electric Bike Lending Library

5 Ms. Owens said that the library is in progress in Lebanon and has been very popular.

6
7 D. Ped-Bike Amendments to Development Regulations

8 Ms. Owens reinforced Mr. Amaro's prior report that proposed amendments were adopted.

9
10 **5) OTHER BUSINESS:**

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12 A. City and NHDOT Projects

13 There was not time to discuss the alternatives scoring matrix for NHDOT's I-89 Exit 18/Route
14 120 project. Members were asked to review the matrix prior to the August meeting and/or to
15 send Ms. Owens comments. Mr. Below noted that the matrix does not show the committee's
16 recommendation for a traffic signal at the Hanover St. and Route 120 intersection. Ms. Owens
17 replied that the UVLSRPC's comments on the matrix observe the same. Mr. Schnur observed
18 that the Hanover Street intersection alternative shows all red dots for pedestrians and cyclists.

19
20 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:**

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22
 - Review project re-striping with DPW (all)
 - Share bollard and bike friendly storm grate ideas with DPW (all)
 - LebNews – draft August-Fall 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)

28
29 **7) ADJOURNMENT:**

30
31 ***A Motion by Mr. Heistad to adjourn the meeting.***

32 ***Seconded by Mr. Kelleher.***

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

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

36 The meeting was adjourned at 8:57 PM.

37 Prepared by Rebecca Owens, Planning Staff