



LEBANON PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE

SEPTEMBER 14, 2021 - 7:00 PM
COUNCIL CHAMBERS, 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. August 3, 2021
 3. **Open to the Public**
 4. **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
 - C. NHDOT Rt. 120/I-89 Exit project alternatives matrix/Crossing at Old Etna Rd.
 5. **Other Business**
 - A. City/State Projects (Special Assessment District, West Lebanon Streetscape Concept, NHDOT 120/I-89 Exit 18, TAP, Lane Widths)
 - B. CIP Projects
 - C. Multimodal Plan Phase 1 update
 6. **Future Agenda Items**
 - A. Bike Friendly Community
 7. **Adjournment**

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do

Lebanon Pedestrian & Bicyclist Advisory Committee Agenda
September 14, 2021

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
September 14, 2021**

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

August 3, 2021

DRAFT

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
CITY COUNCIL CHAMBERS, 51 NORTH PARK STREET &
REMOTE VIA WEBEX LebanonNH.gov/LIVE
7:00 PM, TUESDAY AUGUST 3, 2021**

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

MEMBERS ABSENT: Sarah Crysl Akhtar; Gregorio Amaro (Planning Board); John
Kelleher

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

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

A roll call was conducted to confirm attendance as one member participated online.

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

2) APPROVAL OF MINUTES: July 6, 2021

Mr. Schnur proposed to amend the minutes by replacing the first two paragraphs of Page 3, lines 30 to 45, with the last paragraph, Page 3, line 47 to Page 4, line 2 to remain as written. The replacement verbiage was provided prior to the meeting by email and includes:

- Mr. Schnur shared a presentation with the committee, also provided in the meeting packet, and noted its focus on "data for action".
- The presentation included newly added Lebanon Fire Department (LFD) EMS data for the period 2015 to 2019.
- The Lebanon Police Department (LPD) data provided for 2020 contained fewer variables than provided for previous years -- not including full information on incident details, location and the severity of injuries.
- Because of missing LPD variables, not all variables could be tabulated, including some useful ones, such as pedestrian crashes in parking lots, that could be used to prevent future crashes.
- The LFD EMS data had fewer variables than the LPD data, so all variables could not be tabulated.
- There is an increase in crashes, starting in 2015: increase could be real, or be related to the Ped-Bike Committee's 2016 request to report crashes involving pedestrians or bicyclists separately from all crashes.

- 1 • Ped-bike involved crashes for 2006-2020 totaled 76, an average of 5.1 per year (average
- 2 of 3.7 pedestrians/year and 1.4 bicyclists/year).
- 3 • Bicyclist were involved in crashes most frequently from May to October (highest number in
- 4 October); pedestrians from May to November (highest number in May).
- 5 • Pedestrians were most at risk of being involved in crashes during dusk or after dark.
- 6 • Age is a risk factor for pedestrians involved in crashes, with a median age of 59 years
- 7 (range of 7 to 95 years).
- 8 • Male cyclists were involved in 90% of bicycle crashes (roughly corresponding to national
- 9 data); Female pedestrians accounted for about 55% of crash victims.
- 10 • The Lebanon municipal speed limit of 25 mph should help improve ped-bike safety.

11 Mr. Schnur also proposed changes to page 1, line 19, to correct it to say “2020 Police and Fire
 12 crash data”: On page 1, line 20, he requested to delete “the key is a” and to replace it with “it
 13 would help to obtain the sorting code key for crashes involving cyclists”.

14 **Mr. Heistad MOVED to approve the minutes as amended.**

15 **Seconded by Mr. Below.**

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

18 ***The vote on the MOTION was approved with one abstention (5-0-1).**

19 Minutes approved.

20 **3) OPEN TO THE PUBLIC:**

21 **4) STUDY ITEMS:**

22 **A. Updates from Other Boards**

- 23 • Planning Office – No updates.
- 24 • Safe Routes to School – Planning Staff. No updates aside from progress on the
- 25 Lebanon Middle School crossing at Route 4. Ms. Chan observed that parts of the Ruth
- 26 Shepherd trail linked to the new path contiguous with the crossing is not in good shape
- 27 and could be widened. Mr. Below reported that he worked with Public Works on more
- 28 appropriate lighting for the crosswalk.
- 29 • City Council – Mr. Heistad did not have any items to report. Mr. Below noted that there
- 30 have been extensive discussions on housing, including interest in the amount of
- 31 affordable housing like what is being provided at Heater Road.
- 32 • Planning Board/CIP – No updates.
- 33 • Police Reports – Mr. Schnur shared that the June City Manager report shows zero
- 34 pedestrian and bicyclist crashes.
- 35 • Mascoma River Greenway – Chair Smith did not have any items to report. Mr. Sykes
- 36 conveyed that he frequently uses the MRG and is surprised at how few cyclists give
- 37 warning upon passing pedestrians. Chair Smith asked if new signs have been installed.
- 38 Ms. Chan replied that there are some updated etiquette and speed limit signs. Ms.
- 39 McCormick asked if chalk cues might help.
- 40 • Class VI Roads – Chair Smith indicated that work is on hiatus as the City awaits legal
- 41 counsel.
- 42 • State of NH Updates – Vacant. No updates.
- 43 • Rails to Trails – Ms. Chan said that FNRT’s 25th anniversary/25-mile challenge ride
- 44
- 45

1 event has over 125 participants registered. She said that the Rails to Trails Conservancy
2 has the NRT on its top three rail trails list and votes are needed. A trail counter at
3 Spencer Street shows about 190 users per day. Mr. Below added that many people
4 seem to be using the tunnel and CCBA area as entry points for the NR.

- 5 • Communications Plan – Ms. McCormick noted that upcoming news items could feature
6 the LMS rail trail connector and communications about etiquette and new signage.
7

8 A. Lebanon Police – Review of Partnerships/Initiatives

9 Ms. Owens said that Chief Roberts asks to be put on the September meeting agenda instead.
10

11 5) OTHER BUSINESS:

12 A. City and NHDOT Projects

13 Ms. Owens summarized a recent presentation by VHB to the West Lebanon Revitalization
14 Committee regarding the West Lebanon Streetscape Study and potential Westboro/"West
15 Lebanon" Greenway along the Connecticut River. Mr. Below asked if Main Street could be
16 striped similarly to School Street, to allow for some cyclist space and commented that to really
17 change that stretch of roadway's character, it would help to drop parking on one side though
18 there may be an associated economic impact to businesses. Mr. Heistad reinforced that he
19 would like to see action on West Lebanon improvements.
20

21 Ms. Owens asked if anyone had time since the last meeting to review the alternatives scoring
22 matrix for NHDOT's I-89 Exit 18/Route 120 project. Members were asked to continue reviewing
23 and sharing comments about the project, outside of the meeting.
24

25 B. DRAFT Multimodal Plan Scope of Work

26 Ms. Owens stated that the contract for the plan was moving forward and would be granted to
27 the Upper Valley Regional Planning Commission.
28

29 C. Bike Rodeo and UV E-Bike Lending Library

30 Ms. Owens reported that the timing of the Bike Rodeo likely meant lower participation and few
31 people used the rodeo safety course that CCBA set up; the distance from the tunnel was also a
32 factor. It may make sense to return to a weekend time before the school year ends for next
33 year. The helmet distribution aspect was successful with almost all of the 100 helmets from
34 CHaD going to event attendees, the Recreation Department's camp program and National Night
35 Out attendees. Ms. Owens also conveyed that the new UV E-Bike Lending program went well
36 and several of the Committee members who volunteered for it, including Ms. McCormick and
37 Ms. Chan agreed (Mr. Kelleher also assisted). There were over 50 reservations and over 8
38 volunteers were trained as well.
39

40 D. Bike Air Pump and Repair Station

41 Ms. Owens shared that a Dero air pump had been purchased via a donation by Josh Rivard's
42 family foundation and can likely be installed, per discussion with Brian Vincent in Public Works,
43 on the northwest corner of the new concrete pad at the tunnel's east entrance. There is not a
44 bike rack for the pad yet; Mr. Heistad suggested placing a bike rack in the 'cove' area inside of
45 the tunnel in order to provide shelter for the bikes. Mr. Below shared that he liked the temporary
46 bike shelter that was in the parking lot near the tunnel entrance for a few weeks.
47

48 E. Paper vs. Electronic Packets.

49 Mr. Below, Mr. Sykes, Mr. Smith, Ms. Chan, and Ms. McCormick indicated that they would be
50 fine receiving only electronic meeting agenda packets in the future.
51
52

1 In other discussion, Mr. Sykes voiced a recent citizen concern about how sidewalks stop on
2 Mascoma Street and again at the railroad. He wondered if there is a way for citizens to get
3 attention given to an issue. Ms. Owens showed the Committee how to use the new LebConnect
4 online tool which has a “SeeClickFix” reporting function. Mr. Below added that it’s also effective
5 to communicate concerns directly to Public Works. Ms. Chan noted that FNRT also has a
6 reporting tool now.

7
8 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:**

- 9
10
 - LebNews – draft Fall communications
 - Review of Bike Friendly Community designation, due fall 2022 (working group)
 - Review the Committee’s webpages for updates (working group)
 - Explore a central document repository for the Committee (Ms. Owens)

14
15 **7) ADJOURNMENT:**

16
17 ***A Motion by Mr. Below to adjourn the meeting***

18 ***Seconded by Mr. Heistad***

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

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

22 The meeting was adjourned at 8:45 PM.

23 Prepared by Rebecca Owens, Planning Staff