



**LEBANON PEDESTRIAN & BICYCLIST ADVISORY
COMMITTEE
DECEMBER 7, 2021 - 7:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

-
- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. September 14, 2021
 - B. October 5, 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. Update on the multimodal and complete streets implementation plan
 - C. Discussion Re: NH DOT Rt 120/I-89 Exit projects alternative matrix
 - D. Discussion Re: Winter Safety
 - 5. Other Business**
 - A. Updates on City Projects (e.g, TAP Lahaye, Hanover St. bridge)
 - B. Review of 2022 Meeting Calendar
 - 6. Future Agenda Items**
 - 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 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
December 7, 2021**

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

September 14, 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 SEPTEMBER 14, 2021**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Alan Schnur (remote); Clifton Below (Alt); John Kelleher; Marie McCormick (Vice-Chair); Gregorio Amaro (Planning Board)

MEMBERS ABSENT: Sarah Crysl Akhtar; George Sykes (City Council Alt); Amy Chan

STAFF PRESENT: Tim Corwin (Senior Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:00 PM.

A roll call was conducted to confirm attendance as one member participated virtually: Mr. Schnur.

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

2) APPROVAL OF MINUTES: August 3, 2021

A Motion was made by Mr. Heistad to approve the meeting minutes of August 3, 2021, as presented. Seconded by Ms. McCormick.

Roll Call Vote:

Members voting in favor included Mr. Below, Mr. Heistad, Mr. Amaro, Ms. McCormick, Mr. Schnur, Mr. Kelleher, and Chair Smith.

None voted Nay.

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

3) OPEN TO THE PUBLIC: none

4) STUDY ITEMS:

B. Lebanon Police – Review of Partnerships/Initiatives (the Committee took up this item at this time) Police Chief, Phil Roberts, addressed the Committee. He explained that he is happy to share the accident reporting information with the Committee. He noted that a speed limit reduction last fall looks promising, as there has only been one vehicle/pedestrian crash incident since it went into effect. He stated that the Department has seen a slight increase in summonses for speeding this year; this could potentially be due to the change in speed limit posting. Chief Roberts stated that the majority of vehicle crashes with bicycles/pedestrians happen in parking lots in West Lebanon.

Police Chief Roberts explained that the Department has two e-bikes. There are five officers that have been trained and certified to use them. The officers that use the e-bikes find them very helpful in getting around and for enforcement purposes. He has not heard a lot of complaints from the public about e-bikes on the local trails.

1 The Committee discussed the proposed intersection improvements at Mount Support Road and Lahaye
2 Drive. The conceptual design shows a +/- 1,200' long multi-use path along Mount Support Road,
3 extending northward from the intersection. The Committee discussed how people cross Mount Support
4 from the nearby multiuse paths.

5
6 A. Updates from Other Boards

- 7 • Planning Office – No updates.
- 8 • Safe Routes to School – The group discussed the proposed path by the Middle School.
- 9 • City Council – Mr. Heistad noted the City Council recently discussed the facemask ordinance.
10 The Council also heard a report on the Spencer Street cleanup project. The contaminated dirt will
11 be removed from under the old DPW and sent to Chicago. Unfortunately, this will use up most of
12 the money that was allocated for other multimodal projects in the area, such as paving the first
13 section of the Rail Trail. Mr. Heistad stated that the Council also discussed Narcan use by the
14 Police and Fire Departments.
- 15 • Planning Board/CIP – No updates.
- 16 • Police Reports – Mr. Schnur shared that there has been one additional crash in the City involving
17 pedestrians/bicyclists. This totals to two crashes, year-to-date. This could be a result of the recent
18 speed limit postings. The Committee discussed “Dysfunction Junction.” Mr. Below noted that the
19 potential roundabout project as “Dysfunction Junction” is now a NEPA (National Environmental
20 Policy Act) project. The project will be put out to bid in January 2023. The project is due to be
21 completed in 2023, with final paving to take place in 2024. This is a long-term, complicated
22 project because there are no good detours around the area.
- 23 • Mascoma River Greenway – No updates.
- 24 • Class VI Roads – Mr. Heistad stated that two recent meetings were stalled due to improper
25 notification to landowners.
- 26 • State of NH Updates – No updates.
- 27 • Rails to Trails – Ms. McCormick stated that she believes the group recently wrapped up its 25-
28 Mile Challenge.
- 29 • Communications Plan – Ms. McCormick stated that not much has been done for Back to School
30 this year. She suggested reminders to children and drivers.

31
32 C. NHDOT Rt. 120 / I-89 Exit project alternatives matrix/ Crossing at Old Etna Road

33 Mr. Below reviewed a letter from a new resident of the Treetops regarding concern with being able to
34 cross Route 120 to get to local trails. He noted that there was a proposed plan for improvements along
35 Etna Road, with abutters having contributed, but none of the work actually being completed. The
36 Committee discussed providing access from this area to downtown.

37
38 Mr. Below explained that a cost estimated completed by the DPW in June included a long crosswalk, a
39 center refuge, a long flashing beacon, and new street lighting. DOT would likely want to also see a tie-in
40 to the traffic signal. There was an idea at one time to create a pathway on north side of Etna Road, on the
41 front lawns, setback from the road. This was proposed to be a 5' hard-packed pathway.

42
43 The Committee also discussed extending the sidewalk along Etna Road to Wolf Road.

44
45 Mr. Schnur explained that he recently saw an email regarding the Route 120/Hanover Street project, in
46 terms of the priority for pedestrians and bicyclists to cross the intersection. The previously discussed
47 traffic light could solve these problems but has not been included on proposals.

48
49 **5) OTHER BUSINESS:**

- 50 A. City/State Projects (Special Assessment District, West Lebanon Streetscape Concept, NHDOT
51 120/I-89 Exit 18, TAP, Lane Widths)

1 Mr. Corwin noted that the TAP project should have DES approval by the end of the month. They are
2 working on a notice to proceed from DOT. The final design is funded. This project will be out to bid in
3 October 2022, with construction slated for 2023.

4
5 There has been a meeting with VHB, the consultant for the West Lebanon Streetscape Concept project.
6 Finalized proposals will be available after DPW comments are received.

7
8 **B. CIP Projects**

9 The CIP has been preliminarily adopted by the Planning Board. This will now go before counsel.

10
11 **C. Multimodal Plan Phase 1 – update**

12 A kickoff meeting for the Multimodal Plan took place with the Regional Planning Commission, DPW,
13 City staff, and consultant. The Committee reviewed the tasks and timelines slated to occur between now
14 and August. There will be public engagement occurring in March 2022. The Committee discussed the
15 makeup of the project advisory committee and noted that they would like to have a member on the
16 committee.

17
18 It was noted that there is currently \$13,000 being held from the Treetop condominiums, which could be
19 used for projects in the area, such as connecting Etna Road and Heater Road.

20
21 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:** None.

22
23 **7) ADJOURNMENT:**

24
25 *A Motion was made by Mr. Below to adjourn the meeting.*
26 *Seconded by Mr. Heistad.*

27
28 **Roll Call Vote:**

29 *Members voting in favor included Mr. Below, Mr. Heistad, Mr. Amaro, Ms. McCormick, Mr. Schnur, Mr.*
30 *Kelleher, and Chair Smith.*

31 *None voted Nay.*

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

33
34 **The meeting was adjourned at 8:57 PM.**

35
36 Respectfully submitted,

37 Kristan Patenaude, Recording Secretary

**Agenda
Pedestrian & Bicyclist Advisory Committee
December 7, 2021**

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

October 5, 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 OCTOBER 5, 2021**

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

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

STAFF PRESENT: Tim Corwin (Senior Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:00 PM.

A roll call was conducted to confirm attendance as two members participated ~~online~~ virtually: Mr. Schnur and Ms. Chan.

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

2) APPROVAL OF MINUTES: none

3) OPEN TO THE PUBLIC: none

4) STUDY ITEMS:

A. Updates from Other Boards

- Planning Office – No updates.
- Safe Routes to School – No updates.
- City Council – Mr. Heistad noted that a community nurse position was approved. This position could be shared by as many as four people. The Police salary plan and policy were also approved. There was discussion that the Council approved the Lebanon Community Power Aggregation Plan. Also, on October 1, 2021, 14 communities, 3 cities, and 10 towns in Cheshire County joined in a joint agreement for the Community Power Coalition of New Hampshire. The Council approved Lebanon's involvement in this agreement and adopted the necessary bylaws.
- Planning Board/CIP – Mr. Corwin reviewed an application for Spencer Street that is currently before the Planning Board.
- Police Reports – Mr. Schnur shared that the August City Manager report shows zero pedestrian and bicyclist crashes. There has been a total of two crashes this year so far; there was five crashes by this time last year.
- Mascoma River Greenway – No updates.
- Class VI Roads – Chair Smith indicated that this group would meet towards the end of the month. He noted that there is a small, short road that links between Old Kings Highway and Poverty Lane. The upper portion of this road is still clearly there.
- State of NH Updates – No updates.

- 1 • Rails to Trails – Mr. Schnur stated that Paul Coates is working on trail etiquette signs. The
2 intention is to have these signs up along the trail by the end of the fall. He noted that AT&T has
3 fixed three erosion points in Lebanon. There are map and website updates being worked on. Mr.
4 Schnur explained that the Ruth Shepard Trail may be resurfaced and widened to match the new
5 trail DPW built leading up to the school.
- 6 • Communications Plan – Ms. McCormick suggested that the group start thinking about Back-to-
7 School safety reminders, and reminders regarding daylight savings time at the end of October.

8
9 B. Multimodal Plan / Multimodal Plan Advisory Committee (this item was taken at this time)

10 Chair Smith noted that the project has been taken up by the Upper Valley Lake Sunapee Commission and
11 the City.

12
13 Ms. McCormick explained that educational outreach was performed at the Farmer's Market. The
14 feedback received spoke to people wanting to put time and money into making locations around the City
15 safer for pedestrians and bicyclists.

16
17 Chair Smith stated that the City is forming a Project Advisory Committee, made up of 8 members. The
18 Pedestrian & Bicyclist Advisory Committee is being asked to select one representative to the new
19 Committee. The Committee will meet approximately four times in Phase I.

20
21 Mr. Corwin noted that, if Phase II is funded, these meeting will occur next summer. In October, the
22 Committee will discuss the project overview. In December, the Committee will focus on a presentations
23 of analyses. The February meeting will focus on the presentation of corridor conditions analyses, etc. The
24 April meeting will focus on the public involvement plan. Other members of the Committee will be a
25 representative from City staff, Christina Hall (city engineer/DPW), Paul Coates, City Council,
26 Ped/Bicyclist Committee, Planning Board, Advanced Transit, and a number of Friends of the Committee.

27
28 Ms. McCormick and Chair Smith agreed that they would like to both volunteer to sit on this Committee,
29 depending on timing of meetings.

30
31 C. NHDOT Rt. 120 / I-89 Exit projects alternative matrix

32 The Committee reviewed the Rt. 120 projects alternative matrix.

33
34 Mr. Heistad asked if there is two-way traffic anticipated on the bike path, as mentioned in the option to
35 possibly be located on the east side of Rt. 120. He noted that having two- way traffic in this area is much
36 different than in other locations in which a grassy strip separates motor vehicle traffic from
37 cyclists/pedestrians.

38
39 Chair Smith stated that the intersection at Hanover Street appears to be almost failing with the current
40 stop sign in place. A traffic light might have a calming effect in this area and slow traffic as it moves onto
41 Hanover Street. He noted that there are letters from members of the public that express concern about this
42 intersection.

43
44 Ms. McCormick noted that all of the options presented for the Hanover Street intersection fail to meet the
45 goals for both bicycle and pedestrian mobility in this area. This is a problem. Chair Smith agreed and
46 stated that ideas are needed to enhance these project options, or new options are needed.

47
48 Mr. Heistad stated that the outcome of the options still leading to a failure for bicyclists and pedestrians
49 means that more needs to be done to take action to protect the citizens.

50
51 The group discussed a possible island at the Heater Road intersection with pedestrian/cyclist signal
52 controls, and/or extending a sidewalk to this area.

1 Mr. Heistad stated that he believes people need to rethink the way roads are designed, with an eye
2 towards pedestrians and cyclists, versus only motor vehicles.

3
4 Chair Smith noted that the Evans Drive intersection has no traffic signs or crosswalks.

5
6 Chair Smith stated that the current median at the Heater Road intersection could be improved. There are
7 long right turn lanes in this area, but they are not striped in a way to protect the bike lane for straight
8 across the intersection movement. He noted that this intersection appears to be failing considerably and it
9 is unclear as to what the potential improvements could be.

10
11 There was discussion regarding the safety of cycling through roundabouts.

12
13 Chair Smith noted that a crosswalk seems to be important for the Etna Road / Rt. 120 intersection.

14
15 Chair Smith noted that there is mention of Transit / TDM on the matrix. This involves reducing the travel
16 demand on infrastructure through possibly encouraging people to work from home or to work during
17 staggered shifts. This also involves a discussion regarding improving parking at bus stops and the ability
18 of buses to carry bicycles.

19
20 The group discussed why the option to install a traffic light at Hanover Street intersection is not included
21 on this matrix. The group agreed to continue to push this forward as a necessary possibility to be
22 included.

23
24 The group agreed to continue to discuss this matrix and other options in the future.

25
26 **5) OTHER BUSINESS:** None.

27
28 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:** None.

29
30 **7) ADJOURMENT:**

31
32 *A Motion was made by Mr. Kelleher to adjourn the meeting.*

33 *Seconded by Mr. Heistad*

34
35 *Roll Call Vote:*

36 *Members voting in favor included Mr. Below, Mr. Heistad, Ms. Chan, Ms. McCormick, Mr. Schnur, Mr.*
37 *Kelleher, and Chair Smith.*

38 *None voted Nay.*

39
40 **The vote on the MOTION was unanimously approved (7-0).*

41
42 **The meeting was adjourned at 8:28 PM.**

43
44 Respectfully submitted,
45 Kristan Patenaude, Recording Secretary

Agenda
Pedestrian & Bicyclist Advisory Committee
December 7, 2021

Agenda Item #5B
Other Business

2022 Meeting Calendar

Meeting Schedule (Draft)
Pedestrian & Bicyclist Advisory Committee
2022

Meeting Date
January 4, 2022
February 1, 2022
March 1, 2022
April 5, 2022
May 3, 2022
June 7, 2022
July 5, 2022
August 2, 2022
September 6, 2022
October 4, 2022
November 1, 2022
December 6, 2022

Note: All meetings begin at 7:00pm unless otherwise noted on the meeting agenda.

Note: The Ped and Bike Committee meets on the 1st Tuesday of the month, note meetings with * have a different date, due to holidays or a scheduling conflict.