

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
CITY COUNCIL CHAMBERS, 51 NORTH PARK STREET &
REMOTE VIA TEAMS [LebanonNH.gov/LIVE](https://lebanonnh.gov/LIVE)
7:00 PM, TUESDAY JANUARY 4, 2022**

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

MEMBERS ABSENT: 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 7:04 PM.

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

Mr. Schnur noted that he was not able to be present at the meeting due to being in the high-risk category for COVID-19 and the number of cases New Hampshire is currently experiencing.

Several members stated that they wished the meeting could be run completely virtually at this time.

Chair Smith promoted Clifton Below to sit as a full member.

2) APPROVAL OF MINUTES

A. December 7, 2021

***A Motion was made by Mr. Heistad to accept the meeting minutes of December 7, 2021, as presented.
Seconded by Ms. McCormick.***

Roll Call Vote:

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

None voted Nay.

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

3) OPEN TO THE PUBLIC:

A few members of the public were present to listen to the meeting.

5) OTHER BUSINESS

A. SAU 88 LHS/HSS Sitework re Traffic, Bike, Ped Circulation and Parking (*the Committee took this item up at this time*)

Dr. Joanne Roberts, Superintendent Lebanon School District, addressed the Board. She explained that the School Board will be putting forth a proposed bond on the March ballot for a renovation project to the Lebanon High School and Hanover Street School. This project will include renovations to the front entrances, student support offices, student lobbies, and a cafeteria area, among other items. The scope of this project has decreased over time and the cost has been reduced by several million dollars. In order to keep costs down, there is no proposed site work for the parking areas and bike/ped entrances proposed as part of this project. This project will contain renovations to facilities only. She noted that there is a small

brick storage building located on Evans Drive that is proposed to be knocked down as part of this project and that a small road near it will be shifted slightly as an entry way. The traffic pattern for bicycles and pedestrians is not proposed to change during these renovations but could be part of future projects through reserve capital funds potentially.

The Committee discussed the NHDOT Route 120/I89 Exit 18 project and potential related improvements for pedestrians/bicyclists to the Evans Drive/Heater Road area. There has not been much communication on this item in a bit, but the next meeting will likely involve public review and team feedback. Ms. Owens noted that the schools could reemphasize their thoughts on this project if they so choose.

Mr. Schnur noted that, at the last Ped/Bike Committee meeting, Sarah Riley spoke regarding safety concerns through the school parking lots. He asked if the schools would consider reconfiguring some of the existing parking spaces to make the area safer.

Dr. Roberts stated that this is not currently being considered, but that she will pass the suggestion along to the school boards. She suggested that others could also attend school board meetings to broach this subject.

The group discussed updating the Safe Routes to Schools (SRTS) plans and incorporating them with the Walk Bike Ride Leb project.

4) STUDY ITEMS:

A. Updates from Other Boards

- Planning Office – Ms. Owens explained that the Village Market site moved forward with conceptual review. This would include several hundred units of housing over many phases. There could also be some underground parking included. The Kleen property, across the River, was recently purchased and could become another housing proposal to the Planning Board. The 402 Mt Support Road housing project is still under review. There are several bike/ped comments that have been submitted by the Regional Planning Commission as part of this housing project. The Economic Development Committee and TIF Committee will meet jointly on January 26th to discuss the parking area behind City Hall.

Ms. Owens also touched on Item B under OTHER BUSINESS: Updates on City Projects (e.g., TAP Lahaye, Westboro/12A Dry Bridge/River Trail). She explained that the City is going to get a draft scope for the Riverwalk and Main Street improvements for West Lebanon. There are some conceptual elements already put together. Permission was received from the DOT to use the Riverfront area, which could allow a piece to extend toward White River Junction and the Greenway.

The West Lebanon Revitalization Advisory Committee will present its recommendations to City council on January 19th.

The Special Assessment Intersection project will likely go to bid in January 2023, for construction in summer 2023. Coordination with the TAP project is being emphasized.

In response to a question, Ms. Owens explained that there are three similar projects: 1) a City project for the Special Assessment District project; 2) City project with a TAP grant for approximately 950' past that intersection toward the Centerra Parkway; 3) using DOT and City funds, a crossing over Centerra Parkway to connect to the paths along Route 120.

- Safe Routes to School – This was previously discussed.
- City Council – Mr. Heistad stated that the City Council has been primarily focused on the budget, which it seems to be ready to move forward with. Work on the Riverwalk may soon start to get

underway. There will be a meeting on January 26th regarding housing, Lebanon's role in the region, and active/proposed projects.

Mr. Below noted that the Council transferred leftover funds from the Greenway to pave the Northern Rail Trail between Spencer Street and Bank Street Extension and improve the section coming into the Town Hall parking lot. This will extend the Rail Trail closer to connect with the Greenway. Approaching the last section or two, there is some concern about the width of the path. There is a possibility of extending it toward the grass side of the path.

- Planning Board/CIP – None at this time.
- Police Reports – Mr. Schnur explained that the Police Department has released a table showing that there were 8 crashes involving pedestrians/bicyclists in 2021. There were two crashes in November and two in December. He plans to analyze this data and present information to the Committee in February. There was one crash reported in the Hanover Street-Evans Drive crosswalk, which is the second pedestrian crash there within three years. There were 7 crashes reported in 2020.
- Mascoma River Greenway – Ms. Owens explained that the Recreation Department is reviewing opportunities with DOT to revisit the rights to the bridges and to expand the Greenway toward Riverside Park. DOT wanted to know what the owners of Twin State Gravel would like to do with that land, and the owners indicated that they might like to reserve the right to rail access in the future. This limits some of the options.
- Class VI Roads – No updates.
- State of NH Updates – No updates.
- Rails to Trails – Ms. Chan explained that the Cycling Without Age project is progressing. Special permission is needed from the Bureau of Trails for the trishaw (similar to a rickshaw), as it does not fit into any of their categories. This project will still be available to the City, even if it is not able to be run by the Friends of the Northern Rail Trail (FNRT). It is hoped that some sort of provision or exception can be found for the trishaw. The trishaw is an e-bike that will be driven by a volunteer cyclist pilot. This person will give rides to seniors either on the Rail Trail or around town.
- Communications Plan – Ms. McCormick explained that January will be a time to put out reminders about the Rail Trail and recreational opportunities. It will also link to winter safety reminders. There was discussion regarding the NFRT asking people to self-report bike/ped crashes that occur along the Rail Trail. There may be a Curb the Car/bike-to-work day event scheduled for May.

Ms. Chan stated that the City recently received an RTP Grant to allow for there to be repairs done on two bridges in Lebanon this summer.

B. Update on the multimodal and complete streets implementation plan

Ms. Owens stated that the multimodal plan, Walk Bike Ride Leb, is on the City's website. This involves working to implement the City's Complete Streets Policy. The project team would like to know if anyone on the Committee wants to volunteer to help with traffic mapping/field work for the project. It would also like to know if there are any volunteers to be interviewed regarding the plan.

C. Discussion re: NH DOT Rt. 120 / I-89 Exit projects alternative matrix

Ms. Owens stated that the proposed letter to the DOT, City Council and Regional Planning Commission regarding this project, voted on at the last meeting, will be worked on shortly. Ms. McCormick noted that this

discussion could include information regarding the schools as well. Mr. Below noted that there has been discussion that street lighting does not seem necessary along Evans Drive due to lack of use. It seems that Heater Road may be the more significant connection.

D. Discussion re: Winter Safety
This was previously discussed.

5) OTHER BUSINESS:

A. SAU 88 LHS/HSS Sitework re Traffic, Bike, Ped Circulation and Parking
This was discussed earlier in the meeting.

B. Updates on City Projects (e.g., TAP Lahaye, Westboro/12A Dry Bridge/River Trail)
This was discussed earlier in the meeting.

C. FYI - VT Bike Walk Summit 2022
This will be discussed at a future meeting.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

A. UVEBLL e-bike programming 2022
Ms. Owens explained that the e-bike training/lending library last year was successful but also was laborious for staff. The Committee discussed possible reducing the number of weeks the training is held this year. The Committee also discussed looking into volunteers to run the program, such as for community service hours, or through employee volunteers from local businesses.

5) OTHER BUSINESS

D. Election of Officers - Chair and Vice Chair
Mr. Heistad nominated Mr. Smith as Chair of the Pedestrian and Bicyclist Advisory Committee. Ms. Chan seconded the nomination. Mr. Smith accepted the nomination. There were no other nominations for Chair.

A Motion was made by Mr. Heistad to name Colin Smith as Chair of the Pedestrian and Bicyclist Advisory Committee.

Seconded by Ms. Chan.

Roll Call Vote:

Members voting in favor included Mr. Heistad, Ms. Chan, Ms. McCormick, Mr. Schnur, Mr. Kelleher, Mr. Below.

None voted Nay. Chair Smith abstained.

****The vote on the MOTION was approved (6-0-1).***

Mr. Below nominated Ms. McCormick as Vice Chair of the Pedestrian and Bicyclist Advisory Committee. Ms. Chan seconded the nomination. Ms. McCormick accepted the nomination. There were no other nominations for Vice Chair.

A Motion was made by Mr. Below to name Marie McCormick as Vice Chair of the Pedestrian and Bicyclist Advisory Committee.

Seconded by Ms. Chan.

Roll Call Vote:

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

None voted Nay. Ms. McCormick abstained.

****The vote on the MOTION was approved (6-0-1).***

7) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

B. Bike Friendly Community Designation Renewal
This will be discussed at a future meeting.

8) ADJOURMENT:

***A Motion was made by Mr. Below to adjourn the meeting.
Seconded by Ms. McCormick.***

Roll Call Vote:

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

None voted Nay.

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

The meeting was adjourned at 9:00 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary