

FINAL

**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 FEBRUARY 1, 2022**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council) [7:35 PM]; Haynes Bunn; Alan Schnur (remote); Clifton Below (Alt); Marie McCormick (Vice-Chair); John Kelleher; Gregorio Amaro (Planning Board, remote)

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

STAFF PRESENT: Rebecca Owens (Associate Planner); Jim Donison (DPW Director)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:07 PM.

A roll call was conducted to confirm attendance as two members participated virtually: Mr. Schnur and Mr. Amaro.

Committee members introduced themselves as new members were recently appointed to the Committee, Hayes Bunn, and Ken Rapp.

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

2) APPROVAL OF MINUTES

A. January 4, 2022

A Motion was made by Mr. Kelleher to accept the meeting minutes of January 4, 2022, as amended.

- *Page 2, Line 20 – change wording to “Walk Bike Ride”*
- *Page 3, Line 40 – should read “Curb the Car”*

Seconded by Ms. McCormick.

Roll Call Vote:

Members voting in favor included Mr. Amaro, Ms. Bunn, 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:

John Dietrich stated that he recently moved to Lebanon and is answering the call for potential Committee members.

The Board took up item B. Bike racks/Repair stations under OTHER BUSINESS at this time.

Wesley Johnson explained that he has an idea for his Eagle Scout project a sheltered bike rack and repair station for the public to use. He explained that his proposal would have a roof, but no plexiglass walls. The repair station would be a stand with tools tethered to it. There are commercially available repair stations that can be purchased, but the sheltered area would be DIY constructed.

In response to a question from Chair Smith, Mr. Johnson explained that the Eagle Scout leads the project in total. The timeframe needs to be completed before the Scout's 18th birthday. He would prefer to finish this before the end of September. The soonest he could likely start building it would be the beginning of April/end of March. While funding from the City would be appreciated, it is not required.

In response to a question from Ms. McCormick, Mr. Johnson explained that the Scout organizes the project and members of the Troop will help with construction.

Ms. Owens noted that there will be a donated repair station installed by the DPW at the entrance tunnel to the Rail Trail. She suggested considering alternative placements, possibly ones that could serve the student population. She also asked that the lighting, accessibility, security, and maintenance of the structure be considered. She explained that infrastructure items for the donated station will be handled by the DPW, while programming for it will be handled by the Recreation Department.

Chair Smith stated that choosing a location for the structure seems to be the first step. Ms. Owens suggested either the Pat Walsh parking area or the Riverside Drive entrance to the Rail Trail as potential locations. She noted that, if City land is involved, the process would be to go through the City Manager's Office and DPW.

Mr. Below noted that there have been a number of successful Eagle Scout projects completed along this area over the years.

It was suggested that Mr. Johnson submit a preliminary sketch/design to the Committee at some point.

4) STUDY ITEMS

A. Annual coordination with Department of Public Works

Ms. McCormick presented a list of possible topics, including City projects for 2022 such as street markings, street sweeping, public bike storage facilities, sidewalk plowing, signage, and CIP projects.

Mr. Donison stated that in 2021 the DPW purchased two new/used street sweepers. This will allow for the City to perform its own sweeping instead of contracting out for it. The Committee would like for sweeping to be completed early in the season, and he hopes this will happen in April/May this year, allowing for the cyclists to more easily be out in the streets. Ms. Owens asked about sidewalk versus street sweeping. Mr. Donison stated that the DPW will work in tandem with the sidewalk sweepers, which will go out just before the street sweepers.

Mr. Donison stated that there is an RPF out for pavement markings which will hopefully be awarded in February. Once street sweeping is complete, the contractor will perform the pavement markings. These will be in kind to existing markings.

Mr. Donison stated that the 2022 roadway projects include the Miracle Mile water project, which will be put out to bid shortly. This will include paving from the Exit 19 on ramps to the Dudley Bridge. He noted a number of other areas to be paved as well.

Mr. Heistad entered the meeting at 7:35pm.

Mr. Donison stated that there is a contract to pave and widen the existing gravel Rail Trail to 12' wide from Spencer Street to Bank Street Extension. Also, to widen the paved section along Taylor Street.

In response to a question from Chair Smith, Mr. Donison stated that Committee comments regarding potential additional markings should be submitted by the end of April.

Ms. Owens noted that recently it was determined that sharrows (shared lane markings) should be placed in the middle of the lanes to be most useful and asked if future markings or repainting be placed there.

Mr. Donison stated that some future projects include Kimball Street and Forest Avenue, including associated sidewalks; a roundabout for the Mascoma Street area 2024; and the Trues Brook Bridge 2023. The Route 120 corridor was recently discussed with Mass DOT regarding which potential bike/ped projects the City would like to see along the area.

Mr. Schnur noted that there has been a longstanding discussion regarding placing new sidewalks on Prospect Street between Reservoir Road and Moulton Avenue. He asked if the DPW could mow the grass on the side of Prospect Street to allow pedestrians to move aside when a car passes. Mr. Donison stated that he would have this attended to.

Mr. Below noted that there was a spot on Seminary Hill that could use a streetlight due to a nearby bus stop. He suggested an inventory of school bus stops and potential lighting in those areas.

It was noted that white crosswalks seem to be becoming camouflaged on the road due to snow. Mr. Donison stated that he was unsure as to why this would be.

Ms. McCormick asked about using bollards to mark some of the more major crosswalks. Ms. Owens stated that the policy seems to note that these are incompatible.

B. Ped/Bike Annual Crash Data Analysis 2006-2021

Mr. Schnur presented the annual crash data analysis. He gave an overview of where the data has been assembled from. He reviewed the eight crashes in Town during 2021, seven pedestrian and one bicyclist. He noted that the total number of crashes have increased since 2015. There have been 84 crashes since 2006. Bicycle crashes mainly occur from May – October, with Friday being the most frequent day of the week for bicycle crashes. Most bicycle and pedestrian crashes occur during daylight hours, but dusk/dark is the most dangerous time with greater risk of serious injuries. Parking lots and crosswalks remain locations with most crashes involving pedestrians. Seniors are pedestrians at most risk . 2021 saw the first e-bike crash reported.

Mr. Schnur noted possible interventions for discussion, including more communication on risks and ways to prevent crashes; pedestrian education focused on - need for caution in parking lots, and when crossing street, increased risk of being involved in crashes after dark, higher risk of injuries if involved in crashes after dark, higher risk of crash involvement and injury for seniors, and special materials for children and seniors; bicyclist education; driver education highlighting greater attention required in parking lots and when approaching crosswalks; increased signage (for MVs/pedestrians); and road safety surveys/assessments.

Alex Belenzs stated that the data from parking lots is important regarding safe routes through the City.

Mr. Schnur noted that Ms. Owens is working on the regulations for parking lots. Ms. Owens noted that the crash data is only for crashes that were reported. It is unclear how many additional crashes there may have been.

Mr. Amaro asked about creating risk zones based on the data and then examining how to better protect people in these areas.

In response to a question, Mr. Schnur stated that the spike in crashes reported in 2015 may be due to improved reporting.

Ms. Owens stated that she will place the slides for this presentation on the Committee's website.

D. Update on the multimodal and complete streets implementation plan (*this was taken up at this time*)

Alex Belenz, Planner for the Upper Valley Lake Sunapee Regional Planning Commission, explained that the Multimodal Plan's Project Advisory Committee, including Chair Smith, Ms. McCormick, Ms. Owens, Mr. Brooks, and other members of departments/committees, has met twice so far. In January the group started to work on initial prioritization projects. The group plans to build off of work that's already been completed. Walkability, bicycle suitability, and stress studies will be completed. The next step will be to roll out broad-based public engagement, with virtual interactive tools.

C. Updates from Other Boards *This item was not addressed at this time.*

- 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

5) OTHER BUSINESS

A. Updates on City Projects

Ms. Owens explained that the Planning Board staff has asked the Committee to review the proposed project at 58 Etna Road. She explained that the proposal from the Trustees of Dartmouth College is for a site plan for an approximately 20,000 s.f. library storage building and associated improvements adjacent to the existing archive facility. She asked if the Committee has feedback on which one roadway frontage to include a sidewalk improvement on in the area. There are no sidewalks on Etna Road, a State road, at this time. If this project were to initiate sidewalk improvements on Etna Road, the City has said it will maintain them. It is an overall goal to make this larger area more pedestrian-friendly.

There was consensus that increased pedestrian safety in the Etna Road area would be of value.

B. Bike racks/Repair stations

This was previously addressed.

C. SAU 88 Coordination

This item was not addressed at this time.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS: *These items were not addressed at this time.*

A. UVEBLL e-bike programming 2022

B. Master Plan Update Process

C. Bike Friendly Community Designation Renewal

7) ADJOURNMENT:

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

Roll Call Vote:

***Members voting in favor included Mr. Heistad, Ms. Bunn, Ms. McCormick, Mr. Schnur, Mr. Kelleher, Mr. Below, Mr. Amaro, and Chair Smith.
None voted Nay.***

****The vote on the MOTION was unanimously approved (8-0).***

The meeting was adjourned at 9:11 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary