

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 MARCH 1, 2022**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Haynes Bunn [7:23pm]; Alan Schnur (remote); Clifton Below (Alt, remote); Marie McCormick (Vice-Chair); Amy Chan; John Kelleher

MEMBERS ABSENT: Gregorio Amaro; George Sykes (City Council Alt)

STAFF PRESENT: Rebecca Owens (Associate Planner), Everett Hammond (Asst Public Works Director, remote)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:04 PM.

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

Ms. Owens noted that new member Ken Rapp is unable to continue to sit on the Committee, due to work obligations.

2) APPROVAL OF MINUTES

A. February 1, 2022

A Motion was made by Ms. McCormick to accept the meeting minutes of February 1, 2022, as amended.

- *Page 3, line 7 – change “Ms.” to “Mr.”*
- *Page 3, line 7 – to read: “Mr. Schnur noted that there has been a longstanding discussion regarding placing new sidewalks on Prospect Street between Reservoir Road and Moulton Avenue.”*
- *Page 3, line 9 – replace “in this area” with “on the side of Prospect Street to allow pedestrians to move aside when a car passes.”*
- *Page 3, line 33 – to strike “reduced motor vehicle speed limit (25mph), within the City could be established,”*
- *Page 3, line 50 – to strike “...the data being caught up on after not being reviewed for some time,” and replace with “...improved reporting.”*
- *Page 4, line 3 – change “Mr. Owens” to “Ms. Owens”*

Seconded by Mr. Heistad.

Roll Call Vote:

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

None voted Nay.

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

3) OPEN TO THE PUBLIC:

Wesley Johnson explained that he is providing the Committee with a CAD sketch/model of his Eagle Scout project proposed at last month’s meeting. This shows the proposed bike rack/repair station, to be

potentially located near the head of the Northern Rail Trail near Spencer Street. This could replace the existing kiosk or be located across from the trailhead itself. The base is proposed to be 12'x10', although this may need to be wider to provide better shelter.

Ms. Owens explained that this is proposed to be a pitched roof shelter, with two informational boards, and a bike rack/repair station.

Mr. Below stated that the area to the right is State-owned, but there is a section to the left where the City owns a right-of-way. The proposed vehicle charging stations are not being pursued at this time.

Ms. Chan noted that the Friends of the Northern Rail Trail is currently looking for a location to place a shed to store the trishaw. She suggested considering that these projects be combined in some way.

Haynes Bunn entered the meeting remotely at 7:23pm.

The Committee discussed possible locations for this project and combining it with other groups/interests. The group asked that Mr. Johnson keep them updated moving forward.

4) STUDY ITEMS

A. Updates from Other Boards

- Planning Office - Planning Staff

Ms. Owens discussed the 56 Etna Road project, previously commented on by the Committee regarding a sidewalk to be placed on either the Etna Road or Labombard Road. The Planning Board conditioned approval on a contribution to be made toward placing a sidewalk likely on the Etna Road side. This would also look to improve pedestrian safety with a crossing across Route 120 slightly down the road from this site.

Ms. Owens noted that the 402 Mount Support Road project has been conditioned to include transit shelters. The proposal will likely include 1-2 shelters on the north and south bound sides and a crossing with flashing beacons on Mount Support Road.

She explained that every year City Departments work with the City Manager's Office regarding a work plan, largely based on the Master Plan. The plan is currently being drafted. This will influence the amount of staff support certain goals receive. There are also potential zoning amendments included in the work plan to make the City more walkable, such as density bonuses, reducing vehicle dependency, etc.

- Safe Routes to School - Planning Staff

There was no update at this time.

- City Council - Erling Heistad

Mr. Heistad explained that the City Council is currently working on wards. Trues Brook will receive a temporary bridge. The Council discussed landfill gas funding at \$180,000; this will likely become a positive revenue source by the end of the year. Tomorrow night, there will be hearings set from March to May for Class VI roads to be changed to Class A trails. From a bike/ped standpoint, this should create many more trails.

- Planning Board/CIP Meeting - Gregorio Amaro

This item was previously discussed.

- Police Reports - Alan Schnur

Mr. Schnur explained that there were zero crashes reported in January. Thus, the year-to-date crash total is zero, as of January 31, 2022.

- Mascoma River Greenway Coalition - Colin Smith

There was no update at this time.

- Class VI Roads - Colin Smith

This item was previously discussed.

- State of NH Updates – Vacant

There was no update at this time.

- Rails to Trails - Amy Chan

Ms. Chan noted that Friends of the Northern Rail Trail has received permission to call the trishaw a Class I bike and move forward with the Cycling Without Age project. She is working with Friends of Lebanon Rec on fundraising for this project. The group also received permission to give funding to the State to allow for purchase of the last 6/10 mile of the Boscawen Extension. The group was invited to apply for \$100,000 of projects, and submitted items include resurfacing the Potato Road section, and a creating approaches on a bridge in Enfield. The NH Rail Trail Coalition has been drafting uniform trail signage standards for the entire State. This would apply to new signage as needed. This draft is currently receiving feedback.

Ms. Owens asked if anyone is involved in the State's Rail Trail Plan meetings and process. She noted that these processes have been ramped up and there are draft documents demonstrating the proposed prioritized State investments. The New England Rail Trail Spine Network, and thus the Northern Rail Trail, is included on the destination corridor list. The City Council could possibly advocate this as a priority investment. She will speak to Paul Coats on this item.

- Communications Plan - Marie McCormick

Ms. McCormick explained that the Mr. Schnur's Letter to the Editor for the Valley News is almost complete. This will address safety data findings and reminders for bike/ped/driver safety in the winter.

In response to a question from Ms. Owens, Ms. McCormick stated that the Curb Your Car event generally occurs in May. There will be discussion offline and an update at the Committee's April meeting.

Mr. Schnur asked if the Valley News letter can also be turned into an article for distribution. Ms. Owens stated that she would work on that.

B. Update on the multimodal and complete streets implementation plan

Ms. Owens noted that there is currently an interactive survey out for the Walk Bike Ride plan. This is accompanied by a story map regarding the project itself. She asked that everyone pass along this survey. The audience for this survey is anyone who lives in Lebanon and/or uses the facilities. Another aspect of the plan is collaboration with the Diversity, Equity, and Inclusion Commission to reach wider stakeholder groups. There are two immediate applications for this project – for the City to update the budget process, and for the NHDOT to see the connectivity recommended as priorities to determine where best to place their investments.

5) OTHER BUSINESS

A. Updates on City and NHDOT Projects

Chair Smith stated that the Committee previously considered comments regarding the Exit 18/Route 120 project. The City is now planning a meeting with DOT regarding bike/ped needs for the project on March 28, 2022.

Ms. Owens explained that the comments expressed that the Committee reviewed the matrix and do not believe it reflects the information provided. A couple of items dealt with the large median at Hanover

Street for traffic calming/landscaping, and the Etna Road crossing. She believes that all of the items in the letter will be reviewed at this meeting.

Ms. McCormick stated that she remembers the Committee discussing a light at Hanover Street/Route 120 intersection being a priority. She asked if this can again be prioritized as it was not included in the matrix. Ms. Owens stated that there will be members of Planning and the Public Works staff at the meeting and this item will be addressed. Mr. Hammond stated that he would try to get an update on this item from the State and bring this information back to the Committee.

The Committee discussed sitting down with the DPW to discuss design options.

Ms. Owens explained that the multiuse path between Mount Support Road and Centerra is progressing in the right of way aspect. The consultant has completed most of the final design work. The owner plans to distribute the land needed to the City. The City has paid the wetland impact fee.

B. Discussion re: NHMA Legislative Policy Proposals

Ms. Owens explained that this item was requested to be included on all board/committee agendas. The Municipal Association is supposed to reflect the majority of its municipal members recommendations. There is a section regarding transportation in the policy and she asked the Committee to consider commenting on it.

Ms. McCormick noted that the mention of bike/ped facilities seems to be absent in the supports/opposes section. She would like for multimodal items to be made clearer in the document.

Mr. Schnur stated that he would like for the document to include bike/ped funding. He would also like to see information in it regarding State aid to public transportation systems. Finally, he mentioned that he would like to see the NHMA support allowing the City to make its own decisions regarding municipal meeting locations, such as holding meetings remotely if needed. These decisions should be set at a municipal level.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

Ms. Owens reminded the group that there is still time to comment to the DPW Director's presentation regarding the proposed roads up for improvement.

Ms. Owens explained that the e-bike lending library effort will likely be scaled down this year. However, there are still proposals being put forth to make sure this occurs in Lebanon this year. There are 1-2 weeks proposed in August for some type of e-bike lending project.

The following items were not addressed at this time.

A. Bike racks/Repair stations

B. Bike Friendly Community Designation Renewal

C. SAU88 Coordination

7) ADJOURNMENT:

***A Motion was made by Mr. Heistad 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, Ms. Bunn, and Chair Smith.
None voted Nay.***

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

The meeting was adjourned at 8:48 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary