



LEBANON PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE

JUNE 7, 2022 - 7:00 PM

COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

-
1. **Call to Order**
 2. **Approval of Minutes**
 - A. May 3, 2022
 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
 5. **Other Business**
 - A. Updates on City and NHDOT Projects (e.g., TAP, S.A.D., Westboro, Exit 18) - Review Draft Exit 18 Letter
 - B. Class 6 Roads
 6. **Future Agenda Items**
 - A. Bike Racks/Repair Stations
 - B. CIP Project Proposals
 - C. Bike Friendly Community Designation Renewal
 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
June 7, 2022**

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

May 3, 2022

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 MAY 3, 2022

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Haynes Bunn; Alan Schnur (remote) [7:12 PM]; Amy Chan; Sean Dittrich; Jake Kelleher; Clifton Below (Alt) (remote) [7:11 PM]; Marie McCormick [7:55 PM]

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

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:01 PM.

A roll call was conducted to confirm attendance as three members participated virtually: Mr. Schnur, Ms. Bunn, and Mr. Kelleher.

2) APPROVAL OF MINUTES

A. April 5, 2022

A Motion was made by Ms. Chan to accept the meeting minutes of April 5, 2022, as amended.

- Page 2, line 13 – change “Rail Trail” to “Mt. Support Road multiuse path”
- Page 2, line 30 – change “land” to “lane”
- Page 3, line 1 – change to “Dittrich”
- Page 3, line 30 – change “Mr. Kelleher” to “It was”
- Page 2, line 45 – change “Mt Support Road” to “Lahaye Drive”

Seconded by Mr. Heistad.

**The vote on the MOTION was unanimously approved (5-0).*

3) OPEN TO THE PUBLIC: none at this time

4) STUDY ITEMS

A. Updates from Other Boards

- Planning Office - Planning Staff / Planning Board / CIP Meeting

Ms. Owens stated that all City departments are currently working on their proposed budgets, including proposed capital projects for the coming year.

Clifton Below entered the meeting at 7:11 PM.

Alan Schnur entered the meeting at 7:12 PM.

These projects include: the West Lebanon Greenway and Bridge Street Park improvements; West Lebanon Main Street streetscape improvements; Goodwin Park bridge; Route 120/Etna Road intersection; and priority items from the Walk Bike Ride Lebanon/Multimodal and Complete Streets Implementation Plan items. Proposals for these projects are due May 13, 2022.

- Safe Routes to School - Planning Staff

1 *There was no update at this time.*

- 2
- 3 • City Council - Erling Heistad

4 Mr. Heistad stated that the Mayor was recently reelected. The Council has had four meetings to work
5 through the City budgets. More playing fields are being sought in Town. One proposal is for the Civil
6 Memorial Park to be leveled for a potential field. Reducing the City's overall energy consumption is
7 being addressed.

8

9 Mr. Below stated that the Department work plans are being examined. The City is gearing up to look at
10 Phase II of solar installations.

- 11
- 12 • Planning Board/CIP Meeting - Gregorio Amaro

13 *This was previously discussed.*

- 14
- 15 • Police Reports - Alan Schnur

16 Mr. Schnur explained that there were zero crashes reported in March. However, the year-to-date total has
17 been increased by one crash, so there is a discrepancy somewhere in the data.

- 18
- 19 • Mascoma River Greenway Coalition - Colin Smith

20 *There was no update at this time.*

- 21
- 22 • Class VI Roads - Colin Smith

23 Chair Smith stated that there is a meeting on Thursday regarding recent Council hearings on Class VI
24 roads.

25

26 Mr. Heistad explained that there was some concern expressed by the Council regarding Class VI roads
27 being advertised on maps. However, Conservation Commission has a very active map that lists these
28 roads for public use.

29

30 Chair Smith stated that he is unsure where the concern comes from, as these are public rights of way.

31

32 Mr. Below stated that the Council discussed that there is an intention to map Class VI roads and Class A
33 trails in the future. First, the Class VI roads need to be determined, and then the Council will need to
34 determine if it wants to reclassify any of them.

35

36 Chair Smith stated that he would like for the Pedestrian Bicyclist Advisory Committee to discuss what the
37 bike/ped community would like for see regarding this item.

- 38
- 39 • State of NH Updates – Vacant

40 Ms. Owens stated that the State's Rail Trail Plan group has been reviewing chapters of the plan but is not
41 seeking direct public input at this time. The plan is being reviewed by local regional planning
42 commissions and other similar groups. The status of the State's Ped/Bike Plan is unclear at this time.

- 43
- 44 • Northern Rail Trail - Amy Chan

45 Ms. Chan stated that the group completed five projects in Grafton County in April, totaling approximately
46 \$25,000. A private donor also invited the group to apply for an additional \$25,000 grant. The potential
47 projects that could be submitted for this grant include improvements to the Potato Road section and
48 improvements to a bridge in Enfield.

49

50 The group is holding off on the bike rack project until it hears more from the Eagle Scout.

51

52 Friends of the Northern Rail Trail (FNRT) will be joining the Bike to School/National Bike to School
53 event. The group will be serving breakfast at the Bank Street Extension and Rail Trail intersection for this

1 event on Thursday. It will also have a table set up at the Spencer Street trailhead on May 6th during the
2 Park & Recreation walk down the Rail Trail event. There will also be a table set up for Curb the Car day.

3
4 The Committee discussed logistics of the Bike Rodeo for this year. It is unclear if this event will be able
5 to be held this year.

6
7 • Communications Plan - Marie McCormick

8 Ms. Owens stated that there are some staff members from the school district that are championing the
9 Walking School Bus effort. This information has been posted to the City's Curb the Car day webpage.

10
11 B. Update on multimodal and complete streets implementation plan

12 Ms. Owens stated that she and Chair Smith participated in the third project advisory committee meeting
13 for the Walk Bike Ride Lebanon Plan. The group is reviewing a master list of multimodal projects, some
14 of which have already received attention and others of which have not yet. Some of the eight projects
15 being considered currently are a path from Wilder Dam to Station Village, a path between Station Village
16 and Medical Center Drive, a pedestrian bridge over Route 120, three Mascoma River Greenway
17 extensions (from the current end to Riverside Park, then to Westboro, and an active path to Mascoma
18 Street and the Boston Lot nature walk), a riverfront footpath off Route 12A behind the shopping plazas,
19 and a widened shoulder on Meridan Road project.

20
21 Four of those eight projects are being examined for conceptual designs: Greenway access to the Boston
22 Lot, the Meridan Road shoulder project, Greenway access at the Ford dealership, and the Station Village
23 to Dartmouth Health campus connection.

24
25 The group will work on Phase II of this project, detailing all of the items and making the information
26 accessible for the public, over the summer.

27
28 *Marie McCormick entered the meeting at 7:55 PM.*

29
30 C. National Scenic Byways Funding – Letter of support for West Lebanon Greenway

31 Ms. Owens explained that there is currently a CIP listing for this project is to do the actual construction.
32 However, there is also a one-time funding opportunity through the National Scenic Byways Program that
33 could be used for construction of this trail, and final design and construction of Bridge Street park.

34
35 ***A Motion was made by Mr. Heistad to allow Chair Smith to write a letter of recommendation in support of***
36 ***the West Lebanon Greenway on behalf of the Committee.***

37 ***Seconded by Ms. Chan.***

38
39 ***Roll Call Vote:***

40 ***Members voting in favor included Mr. Heistad, Ms. Chan, Mr. Dittrich, Ms. Bunn, Ms. McCormick, Mr.***
41 ***Schnur, Mr. Kelleher, and Chair Smith.***

42 ***None voted Nay.***

43
44 ****The vote on the MOTION was unanimously approved (8-0).***

45
46 **5) OTHER BUSINESS**

47 A. Updates on City and NHDOT projects (e.g., TAP Lahaye, Westboro, Exit 18)
48 *This item was previously addressed.*

49
50 B. Curb the Car Day – Celebrate at Colburn Park – May 13, 2022, 7:30 – 9:00 AM
51 The group discussed plans for this event.

52
53 C. Quarterly Report – *This item was no addressed directly at this time*
54

1 D. Electronic agendas
2 Ms. Owens asked that Committee members update staff if they have changes in preference as to how they
3 receive their agendas for meetings.
4

5 Ms. Owens noted that the Upper Valley E-bike Library is still taking place in a number of towns.
6 Lebanon is participating through Dartmouth Health, instead of publicly, this year.
7

8 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:** *These items were either previously*
9 *addressed or not directly addressed at this time.*
10

11 A. Bike Rodeo
12

13 B. Bike racks/Repair stations
14

15 C. Bike Friendly Community Designation Renewal
16

17 D. SAU88 Coordination
18

19 **7) ADJOURNMENT:**
20

21 *A Motion was made by Mr. Heistad to adjourn the meeting.*
22 *Seconded by Ms. McCormick.*
23

24 **Roll Call Vote:**

25 *Members voting in favor included Mr. Heistad, Ms. Chan, Mr. Diitrich, Ms. Bunn, Ms. McCormick, Mr.*
26 *Schnur, Mr. Kelleher, and Chair Smith.*
27 *None voted Nay.*
28

29 **The vote on the MOTION was unanimously approved (8-0).*
30

31 **The meeting was adjourned at 8:31 PM.**
32

33
34 Respectfully submitted,
35 Kristan Patenaude, Recording Secretary