

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
CITY COUNCIL CHAMBERS, 51 NORTH PARK STREET &
REMOTE VIA WEBEX LebanonNH.gov/LIVE
7:00 PM, TUESDAY JUNE 7, 2022**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Haynes Bunn; Alan Schnur (remote); Jake Kelleher; Clifton Below (Alt); Gregorio Amaro [7:10 PM]; Marie McCormick [8:20 PM]

MEMBERS ABSENT: George Sykes (City Council Alt); Amy Chan; Sean Dittrich

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. Below sat for Ms. McCormick in her absence.

2) APPROVAL OF MINUTES

A. May 3, 2022

A Motion was made by Mr. Heistad to accept the meeting minutes of May 3, 2022, as amended.

- *Page 1, line 5-6 – amend to read that Haynes Bunn was present in person, and to add Jake Kelleher*

Seconded by Ms. Bunn.

Roll Call Vote:

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

None voted Nay.

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

3) OPEN TO THE PUBLIC:

David Koch, Highland Avenue, introduced himself to the Committee. He explained that he is an avid cyclist and would like to become involved with the Committee however possible. The Committee thanked him for his interest.

4) STUDY ITEMS

A. Updates from Other Boards

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

Ms. Owens stated that there are no new notables from these groups for the Committee's action. She noted that Nik Coates was recently hired by the City as Deputy City Manager – Public Works. He has a background in active transportation.

Gregorio Amaro entered the meeting at 7:10 PM.

- Safe Routes to School - Planning Staff

Ms. Owens noted that the plan will be to reach out and reengage Police Chief Roberts on this task before the start of the new school year.

- City Council - Erling Heistad

Mr. Heistad explained that the Mechanic Street sidewalk project is moving forward.

- Planning Board/CIP Meeting - Gregorio Amaro

There was nothing new to report at this time.

- Police Reports - Alan Schnur

Mr. Schnur explained that there were zero crashes reported in April. The year-to-date total is two crashes. At this time in 2021, there had been zero crashed reported.

- Mascoma River Greenway Coalition - Colin Smith

Ms. Owens stated that the CIP proposal for the West Lebanon Greenway through Westboro has been submitted. The associated update with that part of the extension of the MRG is that the latest design is in hand, including an ADA switchback to enter the south entrance into Westboro. It is not an ideal design, but the intention was to minimize regrading and impact to vegetation along the riverbank. This path will likely have two routes from Westboro along the river, one accessible and one more direct.

- Class VI Roads - Colin Smith

It was noted that there are still a number of roads that need to be reviewed by the group.

- State of NH Updates – Vacant

Ms. Owens explained that a great goal for the Committee will be how best to get these updates from the State. The Committee could consider inviting the State Coordinator to one of its meetings.

- Rails to Trails - Amy Chan

Chair Smith stated that the paving project for Spencer Street is about to begin and will last for approximately three weeks. Mr. Below explained that AASHTO standards include a 3' clearance from the edge of a shared use path to things such as a post/pole, and 2' with limited slopes. There was work done to make this path come as close to meeting those standards as possible. There was discussion regarding signage to identify the path and in nearby parking spots.

Ms. Owens noted that there has been no update from the Eagle Scout regarding his project.

Ms. Owens noted that DPW has relocated the bike repair station which will be reinstalled in the tunnel. She will review placement with DPW.

- Communications Plan - Marie McCormick

Chair Smith stated that Curb the Car Day was successful, and a number of people attended the event.

B. Update on multimodal and complete streets implementation plan

Ms. Owens explained that the transition with Regional Planning Commission (RPC) staffing has continued to slow this project. The Committee still needs to review the draft results once they are in hand. Cost estimates and demands will be done in conjunction with engineering consultants through the RPC.

Ms. Owens explained that the proposed path along the river behind the commercial area of Route 12A has been part of previous Planning Board approvals for public access, but not every property has those provisions. Reactivation of that vision and connecting it to West Lebanon is currently being engaged. The area is not much more than a footpath and is overgrown with invasives. Enforcement and access points are questions at this time. This does not need an engineering design at this time.

Ms. Owens explained that one of the Phase II aspects is to come up with non-capital project recommendations, such as default standards for striping.

5) OTHER BUSINESS

A. Updates on City and NHDOT projects (e.g., TAP, S.A.D., Westboro, Exit 18) - Review Draft Exit 18 Letter)

Ms. Owens stated that the scope of the multiuse path of Lahaye Drive project will need to be expanded.

Ms. Owens explained that there was a public information session recently regarding the Special Assessment District of Lahaye Drive and Mt Support Road. The DPW has stated that the preferred alternative for this project is a roundabout. The multiuse path from Mt Support Road would be extended northward as part of this project as well. There would also be a pedestrian crossing on the east side of the roundabout. She believes DPW is trying to coordinate as closely as possible with the Committee on this project. She believes this may be presented to the City Council next week.

The Committee discussed advocating for an additional crossing on the north side of the proposed roundabout. The Committee discussed a letter to either the City Council or the DPW.

A Motion was made by Mr. Below to authorize the Chair to send a letter to the City Council collecting the discussion had during this meeting.

Seconded by Ms. Bunn.

Roll Call Vote:

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

None voted Nay.

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

Ms. Owens stated that, regarding the draft Exit 18 letter, if the Committee wants to send recommendations on this project to the State it should come directly from Chair Smith representing the group.

Marie McCormick joined the meeting at 8:20 PM.

Chair Smith noted that Mr. Below would now sit for Ms. Chan.

Ms. Owens explained that the letter notes that the City does not currently have plans for the Hanover Street intersection. There is a question as to whether the DOT should include this intersection within the project bounds. There was discussion that the Hanover St intersection should be included in the project scope but only if doing so addresses the Committee's concerns about cyclist and pedestrian safety. This intersection will likely only be improved prior to 2028 if included in the NHDOT project scope because Hanover Street is no longer in the City's CIP queue. The Committee agreed that the letter should be direct about what the group thinks should be seen at the intersection, mention Safe Routes to Schools, and note that this proposal is the least expensive alternative.

B. Class 6 Roads

Chair Smith explained that this deals with a discussion at the City Council level regarding policies for usage, time restrictions, etc. that might be placed on these roads or Class A trails. Mr. Below stated that the City Council wants to acknowledge what the Class VI roads are, with sufficient documentation, along with a map.

Mr. Heistad stated that the Council will shortly be discussing how right of ways will be entered and then how they should be utilized. The lack of understanding about the protection given to landowners and

volunteers that work along the trails has led to the reaction by the City Council. The City Council will be reviewing if these roads were ever rights of way, which would require action by the Council.

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

- A. Bike racks/Repair stations
- B. CIP Project Proposal
- C. Bike Friendly Community Designation Renewal

7) ADJOURNMENT:

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

Roll Call Vote:

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

None voted Nay.

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

The meeting was adjourned at 9:07 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary