LEBANON PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
AUGUST 2, 2022 - 7:00 PM
COUNCIL CHAMBERS, CITY HALL OR REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

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1. **Call to Order**
2. **Approval of Minutes**
   A. July 12, 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
      - Planning Board/CIP Meeting
      - Police Reports
      - Mascoma River Greenway Coalition
      - Class VI Roads
      - State of NH Updates
      - Rails to Trails
      - Communications Plan

   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)
   B. Bike Friendly Community Designation Renewal
   C. Review and Discussion of Draft Strategic Plan
6. **Future Agenda Items**
   A. Bike Racks/Repair Stations
   B. CIP Project Proposals
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
August 2, 2022
Pedestrian & Bicyclist Advisory Committee

Agenda Item #2A
Approval of Minutes

July 12, 2022

DRAFT

PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
CITY COUNCIL CHAMBERS, 51 NORTH PARK STREET &
REMOTE VIA WEBEX LebanonNH.gov/LIVE
7:00 PM, TUESDAY JULY 12, 2022

MEMBERS PRESENT: **Colin Smith (Chair); Haynes Bunn; Alan Schnur (remote); Jake Kelleher; Clifton Below (Alt) (remote); Sean Dittrich; Marie McCormick; Gregorio Amaro [7:40pm]**

MEMBERS ABSENT: **Erling Heistad (City Council); George Sykes (City Council Alt); Amy Chan**

STAFF PRESENT: **Rebecca Owens (Associate Planner)**

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1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:11 PM.

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

Mr. Below sat in place of Mr. Amaro.

2) APPROVAL OF MINUTES

A. June 7, 2022

A Motion was made by Mr. Schnur to accept the meeting minutes of June 7, 2022, as submitted. Seconded by Mr. Kelleher.

Roll Call Vote:
Members voting in favor included Mr. Dittrich, Ms. Bunn, Ms. McCormick, Mr. Below, Mr. Schnur, Mr. Kelleher, and Chair Smith.
None voted Nay.

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

3) OPEN TO THE PUBLIC: None at this time.

5) OTHER BUSINESS *The Committee took up this item at this time.*

A. Review and Discussion of Draft Strategic Plan

City Manager Shaun Mulholland explained that there are annual outcomes generated by staff and presented to the City Council in April each year. This is the beginning of the budget creation process. The City is now undertaking a true Strategic Plan process which the Council will then approve. This process will take approximately one year. Staff has brainstormed a number of ideas for boards/committees to provide input on. This part of the process should be complete by September. He stated that he believes the Committee may be most interested in commenting on the Transportation, Transit/Multimodal/Airport Infrastructure, and Public Safety pieces, but can comment on any section it chooses.

Mr. Schnur stated that he believes Vision Zero should be included possibly under Public Safety. He would also suggest mentioning traffic crashes, specifically bicycles and pedestrians, in the same section.

Ms. Owens stated that she would include another guided discussion on the Strategic Plan for the Committee's next meeting.

City Manager Mulholland stated that there will also be public input sessions occurring during this process.

Gregorio Amaro entered the meeting at 7:40pm.

4) STUDY ITEMS

A. Updates from Other Boards

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

Ms. Owens stated that there are no new notable applications of interest to the Committee before the Planning Board. The DH Outpatient Surgery expansion project and Mascoma Street project are advancing. The 206 South Main Street site may have a new gas station with electric vehicle charging.

In response to a question from Ms. McCormick regarding 2 Mascoma Street, Ms. Owens explained that the plan contains less parking than a normal development of the proposed size. However, a Conditional Use Permit is being applied for for shared parking on Water Street, which will result in more parking overall.

- Safe Routes to School - Planning Staff

Mr. Schnur noted that there is no signage to indicate that the rail trail/Ruth Shepard Trail continues onto the Lebanon Middle School. Ms. Owens agreed that there should be signage in general for Safe Routes to School.

- City Council - Erling Heistad

There was no update at this time.

- Planning Board/CIP Meeting - Gregorio Amaro

This was previously addressed.

- Police Reports - Alan Schnur

Mr. Schnur stated that, per the Police Department May 2022 report, there were zero crashes involving pedestrians or bicyclists reported for the month. Thus, there have been two crashes year-to-date. At this time last year, there had only been one crash year-to-date.

- Mascoma River Greenway Coalition - Colin Smith

There was no update at this time.

- Class VI Roads - Colin Smith

Chair Smith stated that this group plans to discuss Dorset Lane at its next meeting.

- State of NH Updates – Vacant

Ms. Owens explained that she invited Nick Sanders, Active Transportation Manager for NH DOT, to a future Committee meeting. He will likely attend the September meeting. The State Ped/Bike Plan should be close to completed at that time.

- Rails to Trails - Amy Chan

Chair Smith stated that the first part of the Rail Trail, from Spencer Street to Bank Street Extension, has been paved.

- Communications Plan - Marie McCormick

Ms. McCormick explained that the Police Department had an event called Light Up Lebanon during the month of June, during which they gave away reflective items to be safer on the road. The Committee may want to partner with the Police Department on this event in the future.

Ms. McCormick stated that National Night Out is August 2nd, likely from 6pm-8pm. The Committee usually has a table during this event and is signed up for one this year again.

B. Update on multimodal and complete streets implementation plan – *the Committee tabled discussion of this item to later in the meeting.*

5) OTHER BUSINESS

A. Updates on City and NHDOT projects (e.g., TAP, S.A.D., Westboro, Exit 18

Ms. Owens explained that the DOT alternatives matrix presents different potential options along the Route 120 corridor, including some side streets. There is no primary alternative which has yet been presented. The Ped Bike Committee previously had a presentation from DPW regarding what was in the CIP for the Hanover Street/Route 120 intersection. This is at the terminus of the DOT's project and thus the two projects will need to be correlated. It is unclear if DOT will include this intersection within the scope of work and, if they do, what they will do with it. DPW proposed an entire change in road geometry, which the Committee did not previously seem to believe is the best option. The Committee has decided to put forth its own recommendations, including a traffic light at the intersection.

The Committee reviewed a draft letter to DOT regarding the Committee's views on the alternatives matrix.

Ms. Bunn expressed concern regarding slowing down multimodal users too much if a traffic light is installed. Ms. Owens agreed that the proposal will need to be one which improvements safety for multimodal users, while also creating the least amount of impact.

The Committee agreed to send any other comments to Ms. Owens by tomorrow afternoon.

4) STUDY ITEMS

B. Update on multimodal and complete streets implementation plan – *the Committee took up this item at this time*

Ms. Owens reviewed the Walk, Bike, Ride Leb online survey results. Ms. Bunn stated that the largest barrier to bikes was listed as being traffic and cars. However, after viewing the proposed bike/ped project network path map, she questioned if some of the envisioned types of infrastructure are fitting with people's perceived barriers against cycling. Most of the routes proposed are along roads where there is no separation between bikes and cars.

Mr. Below stated that some of the areas have the potential for improvements, but there are not practical due to topography, etc.

Ms. Owens stated that her take on the data was that pedestrians commented on lack of facilities and, cyclists focused on road conditions.

It was noted that Ms. Bunn and Ms. Owens will discuss the procedure for keeping this data updated.

B. Bike Friendly Community Designation Renewal - new application

Ms. Owens stated that the application process is quite complex for this. The fall deadline is likely not possible to achieve, but the Committee will discuss this more at a future meeting.

C. Review and Discussion of Draft Strategic Plan

This item was previously discussed.

D. End of member term - Alan Schnur

Chair Smith thanked Mr. Schnur for all of this work on the Committee. He asked if Mr. Schnur would continue in a mentor role for reviewing crash data.

Mr. Schnur explained that the City has set a target to remove the mask mandate. He is uncomfortable meeting in-person at this time and believes there are enough new Committee members that continuing to meet online is suboptimal. He is happy to help in a mentor position and hopes to return to the Committee as a member in the future.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

A. Bike racks/Repair stations

B. CIP Project Proposal

7) **ADJOURMENT:**

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

Roll Call Vote:
Members voting in favor included Mr. Dittrich, Ms. Bunn, Ms. McCormick, 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).***

The meeting was adjourned at 9:36 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary