

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 AUGUST 2, 2022**

**MEMBERS PRESENT:** Colin Smith (Chair); Erling Heistad (City Council); Amy Chan; Dave Koch; Adams Carroll; Haynes Bunn; Jake Kelleher; Clifton Below (Alt) (remote); Sean Dittrich; Marie McCormick

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

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

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**1) CALL TO ORDER:**

Chair Smith called the meeting to order at 7:10 PM. Those present introduced themselves, as two new members were in attendance.

**5) OTHER BUSINESS**

A. Updates on City and NHDOT projects (e.g., TAP, S.A.D., Westboro, Exit 18) – *the Committee took up this item at this time*

Ms. Owens explained that the City is applying to be included in the State's 10-Year Plan. The City would like to include the Hanover Street and Route 120 intersection in the State's Plan. Further public input will be needed, and no particular design is currently being pursued. The City is requesting a letter of support from this Committee for this item to be included on the State's 10-Year Plan. The total project cost is estimated at \$9.6M.

Chair Smith explained that the 10-Year Plan is the State's transportation plan to fund local projects. The City is requesting the Regional Planning Commission (RPC) to include this project on the plan. The State would fund 80% of included and chosen projects, with a 20% City match. If chosen, there would then be a more detailed public comment period in the future.

Mr. Heistad explained that, in the past, Chair Smith has drafted letters to submit on behalf of the Committee. Chair Smith stated that he would like to outline in the letter what the Committee believes would make the intersection the safest.

*Dave Koch sat for Gregorio Amaro.*

***A Motion was made by Mr. Heistad to authorize Chair Smith to write a letter on behalf of the Committee to support this item being placed in the State's 10-Year Plan, as discussed. Seconded by Mr. Kelleher.***

***\*The vote on the MOTION was unanimously approved (9-0).***

**4) STUDY ITEMS**

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

Ms. Owens stated that the matrix and plan were sent along to the RPC. The next step will be a public input period. The survey and executive summary will be reviewed. Priority projects for Capital Improvement need to be reviewed. Tomorrow she will discuss non-capital projects with the RPC, such as

educational or policy items, to be included as well. She suggested that the Committee consider creating a large master list of items to be included.

Mr. Koch suggested an item to include of placing green paint in multimodal areas to create visual awareness.

Ms. Owens noted that Mr. Schnur has previously suggested 3D painted crosswalks as an item to include.

*Chair Smith excused himself from the meeting for approximately 20 minutes. Ms. McCormick chaired the meeting during this time.*

Mr. Dittrich suggested additional branding for City facilities, such as signage and wayfinding items.

Mr. Carroll suggested events to showcase multimodal improvements once completed in the City. Bike/ped advocacy events can be used to increase education and awareness of facilities.

Ms. Owens stated that metrics and main goals will be important in order to prioritize how to tackle each item on the list.

There was discussion regarding signage on the Rail Trail.

*Chair Smith reentered the meeting.*

Mr. Koch offered to draft a list of non-capital items.

Chair Smith stated that the Committee has completed two successful survey efforts in the past, one for Safe Routes to School and one for bike/ped counts along the Greenway. There are also eight permanent counters located along the Northern Rail Trail which can be used for data.

Chair Smith noted that Kevin Purcell sent an email regarding Route 10. The Committee discussed the upcoming resurfacing of Route 10 and what else could occur during that process, including the potential for narrower lanes. Mr. Below suggested looking into safe shoulders for pedestrians/bicyclists along the length of the corridor, while also examining the potential for a parallel path.

## **2) APPROVAL OF MINUTES**

A. July 12, 2022

***A Motion was made by Mr. Carroll to accept the meeting minutes of July 12, 2022, as submitted. Seconded by Mr. Heistad.***

***\*The vote on the MOTION was approved (8-0-1).***

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

## **4) STUDY ITEMS**

A. Updates from Other Boards – *This agenda item was not addressed at this time*

- Planning Office - Planning Staff / Planning Board / CIP Meeting
- 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 multimodal and complete streets implementation plan – *This item was previously discussed*

## **5) OTHER BUSINESS**

A. Updates on City and NHDOT projects (e.g., TAP, S.A.D., Westboro, Exit 18) – *This item was previously discussed*

B. Bike Friendly Community Designation Renewal - new application – *This item was not discussed at this time*

C. Review and Discussion of Draft Strategic Plan  
The Committee discussed reviewing this item at its next meeting.

## **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:**

The Committee noted that it would like to discuss ebikes at its next meeting. Ms. Bunn may also want to discuss her work with Strava data.

Ms. Chan stated that the electric trishaw will likely be delivered within the next week.

A. Bike racks/Repair stations

B. CIP Project Proposal

## **7) ADJOURNMENT:**

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

***Seconded by Ms. McCormick.***

***\*The vote on the MOTION was unanimously approved (9-0).***

**The meeting was adjourned at 9:13 PM.**

Respectfully submitted,  
Kristan Patenaude, Recording Secretary