



**LEBANON PEDESTRIAN & BICYCLIST ADVISORY
COMMITTEE
FEBRUARY 7, 2023 - 7:00 PM
COMMUNITY ROOM - KILTON LIBRARY - WEST
LEBANON OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. January 3, 2023
 - 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. Annual Coordination with Department of Public Works
 - B. Ped/Bike Annual Crash Data Analysis 2006-2022
 - C. West Lebanon Action Plan Implementation
 - D. E-transportation: E-bike library and charging station locations, e-trishaw, EVs
 - E. High contrast crosswalks - Next Steps
 - F. Updates on City and NHDOT Projects
 - G. Curb the Car Day & Bike Rodeo 2023
 - 6. Future Agenda Items**
 - A. Bike Friendly Community Designation Renewal
 - B. Vision Zero Policies and NYC Safety Measures ranking
 - C. Bike Racks/Repair Stations

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.

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 JANUARY 3, 2023**

MEMBERS PRESENT: Colin Smith (Chair); Adams Carroll; Sean Dittrich; Marie McCormick [7:05]; Jake Kelleher; Dave Koch (Alt); Erling Heistad (City Council); Clifton Below (Alt) (remote); Amy Chan [7:05]; Haynes Bunn

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

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:03 PM.

Dave Koch sat for Amy Chan, until her later arrival.

2) APPROVAL OF MINUTES

A. December 6, 2022

A Motion was made by Mr. Heistad to accept the meeting minutes of December 6, 2022, as presented. Seconded by Mr. Kelleher.

**The vote on the MOTION was approved (6-0-1).*

8) ELECTION OF OFFICERS – The Board took up this item at this time.

Mr. Heistad nominated Colin Smith as Chair. Seconded by Ms. Chan.

Mr. Smith accepted the nomination. No other nominations were made.

A Motion was made by Mr. Kelleher to name Colin Smith as Chair. Seconded by Ms. Bunn.

**The vote on the MOTION was approved (7-0-1).*

Mr. Kelleher nominated Marie McCormick as Vice Chair. Seconded by Mr. Carroll.

Ms. McCormick accepted the nomination. No other nominations were made.

A Motion was made by Mr. Heistad to name Marie McCormick as Vice Chair. Seconded by Mr. Dittrich.

**The vote on the MOTION was approved (7-0-1).*

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

Mr. Carroll asked if the new casino being built can be required to install a sidewalk. The Committee discussed this possibility.

1 Ms. Owens explained that the City is seeking a new crosswalk from Miracle Mile to the Greenway.

2
3 • Safe Routes to School - Planning Staff
4 No updates at this time.

5
6 • City Council - Erling Heistad
7 No updates at this time.

8
9 Chair Smith noted that he would like to have a meeting with the Department of Public Works at
10 some point in the future to discuss multimodal needs, such as sidewalk clearing.

11
12 • Planning Board/CIP Meeting - Gregorio Amaro
13 Ms. Owens noted that Mr. Amaro resigned from the Planning Board. There was no additional update at
14 this time.

15
16 • Police Reports
17 It was noted that the December data has not yet been submitted. Requests for year-end information have
18 been submitted to the Police and Fire Departments.

19
20 • Mascoma River Greenway Coalition - Colin Smith
21 Ms. Owens noted that Paul Coats will be submitting an application for funding to extend the Greenway to
22 the stone arch.

23
24 • Class VI Roads - Colin Smith
25 Chair Smith stated that meetings for this group will resume on Thursday.

26
27 • State of NH Updates – Vacant
28 Ms. Owens stated that the Regional Planning Commission has a representative on the State's Complete
29 Streets Advisory Committee. She will request updates and information from that rep.

30
31 • Rails to Trails - Amy Chan
32 Ms. Chan requested that the name of this group be changed to 'Friends of the Northern Rail Trail.' She
33 noted that, upon receipt of a couple of grants, the group undertook a fundraising campaign last month for
34 the resurfacing of the Enfield Bridge.

35
36 Ms. Owens noted that the City also received a grant to install a new bridge at Goodwin Park. This will
37 connect to the conservation lands there.

38
39 • Communications Plan - Marie McCormick
40 Ms. McCormick explained that a rough communications plan was drafted in 2020. This was primarily
41 created to communicate about safety and ped/bike opportunities. The Committee discussed different ways
42 to communicate with the public. Ms. Bunn suggested asking the National Highway Traffic Safety
43 Administration and/or the Transportation Research Board regarding advice for options that work for these
44 types of campaigns. She also asked how the effectiveness of these types of campaigns can be measured.
45 She asked if there is a way to campaign to those who drive vehicles, as they are often involved in these
46 safety items as well.

47
48 The Committee discussed options for high contrast crosswalks. Mr. Carroll suggested flags to delineate
49 certain crosswalks.

50
51 The Committee agreed that it would like to discuss this further on a future agenda. The group discussed
52 that small amounts of funding would potentially allow for more opportunities. Ms. Owens explained that
53 this could be added to the Walk Bike Ride Lebanon plan as a recommendation for the City Council to

1 create a revolving fund that the Committee could request additional contributions to each year. This could
2 be used for non-capital projects that the Committee wants to undertake.

3
4 B. 2023 Updated Communications Plan and Calendar

5
6 C. Update on multimodal and complete streets implementation plan
7 Ms. Owens explained that she is trying to outline key routes in the City for commuting and recreation.
8 The Committee agreed to work on this item offline.

9
10 Ms. Owens stated that a company approached asking for ways to contribute to projects in the City. She
11 then created a menu of items that people/businesses could fund to help support implementation of the
12 plan.

13
14 **5) OTHER BUSINESS**

15 A. High contrast crosswalks – Next steps
16 Mr. Dittrich stated that he plans to have conversations with Mr. Coats. Mr. Below stated that he plans to
17 speak with the City Manager on this item. He noted that the Federal Highway Administration allows for
18 certain colors to be used as aesthetic treatments. All of the City's crosswalks currently are wide bars
19 across the street. Colored circles or squares, in red, orange, or yellow, could be added between these bars
20 to contrast the crosswalks. If okayed by the City Manager, this idea could be brought before the full City
21 Council.

22
23 B. Updates on City and NHDOT Projects
24 *This item was not directly addressed at this time.*

25
26 C. West Lebanon February Meeting – Key Topics
27 The Committee discussed coordinating with the West Lebanon Revitalization group at this meeting to
28 discuss areas of collaboration.

29
30 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:** - *These items were not directly addressed*
31 *at this time.*

32
33 A. Annual Coordination with the Department of Public Works

34
35 B. Curb the Car Day and Bike Rodeo 2023

36
37 C. Bike Friendly Community Designation Renewal

38
39 D. Sachem Connector Concept

40
41 E. Vision Zero Policies and NYC Safety Measures ranking

42
43 F. E-bike library/charging station locations

44
45 **7) ADJOURNMENT:**

46
47 *A Motion was made by Mr. Heistad to adjourn the meeting.*

48 *Seconded by Ms. McCormick.*

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

50
51 **The meeting was adjourned at 9:07 PM.**

52
53 Respectfully submitted,
54 Kristan Patenaude, Recording Secretary