

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 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.

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

- Safe Routes to School - Planning Staff

No updates at this time.

- City Council - Erling Heistad

No updates at this time.

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

- Planning Board/CIP Meeting - Gregorio Amaro

Ms. Owens noted that Mr. Amaro resigned from the Planning Board. There was no additional update at this time.

- Police Reports

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

- Mascoma River Greenway Coalition - Colin Smith

Ms. Owens noted that Paul Coats will be submitting an application for funding to extend the Greenway to the stone arch.

- Class VI Roads - Colin Smith

Chair Smith stated that meetings for this group will resume on Thursday.

- State of NH Updates – Vacant

Ms. Owens stated that the Regional Planning Commission has a representative on the State's Complete Streets Advisory Committee. She will request updates and information from that rep.

- Rails to Trails - Amy Chan

Ms. Chan requested that the name of this group be changed to 'Friends of the Northern Rail Trail.' She noted that, upon receipt of a couple of grants, the group undertook a fundraising campaign last month for the resurfacing of the Enfield Bridge.

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

- Communications Plan - Marie McCormick

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

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

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

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

B. 2023 Updated Communications Plan and Calendar

C. Update on multimodal and complete streets implementation plan

Ms. Owens explained that she is trying to outline key routes in the City for commuting and recreation. The Committee agreed to work on this item offline.

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

5) OTHER BUSINESS

A. High contrast crosswalks – Next steps

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

B. Updates on City and NHDOT Projects

This item was not directly addressed at this time.

C. West Lebanon February Meeting – Key Topics

The Committee discussed coordinating with the West Lebanon Revitalization group at this meeting to discuss areas of collaboration.

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

A. Annual Coordination with the Department of Public Works

B. Curb the Car Day and Bike Rodeo 2023

C. Bike Friendly Community Designation Renewal

D. Sachem Connector Concept

E. Vision Zero Policies and NYC Safety Measures ranking

F. E-bike library/charging station locations

7) ADJOURNMENT:

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

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

The meeting was adjourned at 9:07 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary