

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
COMMUNITY ROOM – KILTON LIBRARY &
REMOTE VIA WEBEX LebanonNH.gov/LIVE
7:00 PM, TUESDAY FEBRUARY 7, 2023**

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

MEMBERS ABSENT: George Sykes (City Council, Alt); Dave Koch (Alt)

STAFF PRESENT: Rebecca Owens (Associate Planner); Nate Reichert, Planning Director

1) CALL TO ORDER:

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

2) APPROVAL OF MINUTES

A. January 3, 2023

A Motion was made by Mr. Heistad to accept the meeting minutes of January 3, 2023, as presented. Seconded by Ms. Bunn.

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

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

4) STUDY ITEMS - *This item was postponed to later in the meeting but there was not time to take it up*

A. Updates from Other Boards

- 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
- 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

5) OTHER BUSINESS

A. Annual Coordination with the Department of Public Works

Nik Coates, Deputy City Manager for Public Works, and Brian Vincent, City Engineer, joined the group.

Mr. Coates reviewed a number of proposed DPW projects for the upcoming year including lane striping, paving work, asset management work, and sidewalk plowing. He explained that line striping will likely occur in July of this year. While the City will contract for striping of the larger roads, this year it will try to do the short lines in-house. This includes side streets, crosswalks, and parking lots. The DPW will also be attempting a pilot project for colorful crosswalks this year. The pilot will be considered in three or four locations around the City. The DPW continues to discuss how to best implement these strategies and would like to hear from the Committee on any suggestions. He reviewed the streets proposed to be paved this year. The Public Safety Committee now meets on a monthly basis and continues to increase the levels of communication and collaboration amongst the departments. At the next Public Safety Committee meeting, the group will review locations for traffic speed and volume counts. He noted that additional locations can be suggested to the group. There is also an ongoing effort across the City within the departments to document all fixed assets, including roads and water/sewer facilities. There is an effort to document drainage issues to begin to consider replacing and repairing this infrastructure. Mr. Coates stated that a schedule has not yet been created for sidewalk and street sweeping.

Mr. Vincent reviewed some of the City's CIP projects. The 12-A bridge project in West Lebanon is expected for 2024. This will include a sidewalk element near the bridge. The Lahaye Drive/Mt Support Road roundabout project, which includes a multiuse path extension and crossing elements within the roundabout, is also slated for 2024. The Lahaye Drive intersection project is slated for 2024. The Mechanic Street/High Street/Mascoma Street project is projected for 2025. On Mechanic Street, there is a short section of sidewalk proposed, which will likely be considered after 2025. The Miracle Mile water project is slated for 2023 and includes phase three of a master plan for sidewalks. The downtown West Lebanon Main Street project is slated for 2024. He noted that Ms. Owens is working on Sachem/DH Trail project, which is in the early stages. The City Manager has asked for this to include a walkway, including pavement etc. He will present the results for the Miracle Mile Corridor Study in March.

Ms. Owens noted that she would send along the Ped/Bike Committee's recommendations for the high contract sidewalk locations.

Mr. Below noted that the Federal Highway Administration recommends against retroreflective properties for this paint. Mr. Coates stated that the DPW continues to work through the research and process for this project.

Ms. Owens explained that the Committee is requesting that no debris be left in the shoulders after sidewalk sweeping. The Committee also requested the DPW to schedule both sidewalk and road sweeping close together. Mr. Coates noted that SeeClickFix can be used for any work orders that need to be taken care of around the City.

Alan Schnur noted that the bike lane on Bank Street is marked off, but half of this is taken up by sewer grates. He asked if these could potentially be replaced to be more bike friendly. Mr. Coates stated that this would require significant replacement work, but the DPW is trying to compile data in order to schedule paving projects that can be done most appropriately for the road.

B. Ped/Bike Annual Crash Data Analysis 2006-2022 – *The Board tabled this to later in the meeting*

C. West Lebanon Action Plan Implementation

Chet Clem, Lyme Properties; Kevin Purcell, and Todd Chewning presented to the Committee regarding the West Lebanon Greenway. Mr. Clem stated that the West Lebanon Revitalization Advisory Committee

reviewed relevant studies for this project. The website contains ArcGIS maps for the Greenway. The Committee has also worked with Paul Coates regarding Westboro Yards and envisioning potential uses. The Action Plan was the result of this research and communications and was submitted to the City Council in January 2022. He noted that a six-acre waterfront parcel was transferred to a not-for-profit entity called Friends of River Park, to manage access, programming, etc. The group applied for National Park Service Rivers, Trails, and Conservation Assistance, which looks to help nonprofit organization disparities and advancing efforts. This is not a funding source but contains connections. The group has considered working with Paul Coates to create a cohesive plan for the area to create uniformity and familiarity throughout the process. The assistance through the National Park Service is due to expire in April. In applying again, the Friends of River Park can be the applicant, and the City has suggested working with a captain for this process.

Mr. Clem explained that the challenge is that the Greenway is actually 15 different pieces of land, each with their own control and status. It is important to present the overall vision and also give people an understanding of all the challenges. From River Park to the Wilder Dam, there are three property owners, and trail easements have been discussed with these owners. There has been an ongoing conversation with the water dam owner who regarding making a connection down to River Park, improving access and connection to the existing network within the Boston Lot. The top two actionable, visible improvements in the Plan include ways to generate enthusiasm in the project, and connecting the community to the rivers, Greenway, and parks. He would like to consider how to work best with the Ped Bike Committee to coordinate efforts.

Mr. Clem noted that a contiguous trail was found behind the 12-A retail stores, with some deeded public access easements. The exception along this route is the JCPenney parcel, as it predates that requirement from the City. None of these easements have been enforced and the trail is overgrown at this time. The Rails to Trails Alliance is prepared to hold those easements, and the owner/developer of the JCPenney parcel is ready and willing to participate. Efforts continue with the City's Planning Department to determine the access status of each parcel along this route.

Mr. Carroll noted that the City has been negotiating with DOT to secure the abandoned section of rail down to the Stone Bridge from the current terminus of the Greenway. He asked if there is a feasible opportunity to connect this area to Westboro Yards. Ms. Owens stated that no one is hedging any bets on this item going through Iron Horse Park. Mr. Clem explained that a State Senator advanced legislation to amend the Recreational Use Statute in New Hampshire to specifically make railroads immune from liability. There is a potential to create a rail with trail section along the Iron Horse property.

Mr. Dittrich stated that he was surprised to hear there is a possible connection from the Greenway all the way to the L.L.Bean area, thus opening up the retail area to be accessible by bike and foot.

Chair Smith stated that the City's Ped Bike Plan discusses aspects of this project. This is the planning document that the Committee will use to push these items forward into funding opportunities, such as the CIP process. Other items will be considered through the Recreation Department. Ms. Owens stated that the Walk Bike Ride Lebanon Plan prioritizes projects based on readiness and identifies what is needed to make other projects ready. Once projects are ready, it is easier to place them into a funding process. Concepts, cost estimates, and public support are needed to help push projects forward. The Greenway extension project, from the current terminus to 12-A, included letters of support from the public and other City groups. These letters were included as part of the CMAQ funding application.

Ms. Chan stated that Friends of the Northern Rail Trail has a longstanding relationship with DOT and is making progress toward a shared rails with trail project at the southern end of Concord. This is a similar connection point to what is being proposed in West Lebanon. The hope is that this relationship will be fruitful for the West Lebanon project. She noted that measurable impacts are helpful in pushing similar projects forward.

The Committee discussed a future agenda item regarding Driving School.

B. Ped/Bike Annual Crash Data Analysis 2006-2022 – *The Board took up this item at this time*

Ms. Bunn stated that she found that a large portion of pedestrian crashes occurred in parking lots. Around 2014-2015 it appears something changed, potentially regarding the data collection process. The analysis separated 2006-2015 data due to potential data collection changes, and due to the fact that the data is a bit older. There were ten crashes reported in 2022. Ten crashes was a relatively small number, compared to what was seen in the total of the past 17 years. From the period of 2016 through 2022, there were 51 crashes. There were 52 people involved in these crashes, with one crash involving multiple pedestrians. Since 2016, in aggregate there has been a crash in each month for pedestrians. For bicyclists, crashes have been concentrated in June through November. This is likely due to weather related reasons. The majority of crashes for cyclists occurred on Fridays and Sundays. All bicyclist crashes happened in daylight. It would be interesting to understand the volumes of pedestrians that are out in daylight versus dusk to determine if certain times are more dangerous. The most common time of day for pedestrian crashes to occur was between 9:00 AM and 6:00 PM. All bicyclist crashes in this time period were male. Parking lots really stood out as the location for a majority of the pedestrian crashes. The average age of all pedestrians involved in crashes in parking lots, aside from two of the years, was older than the average age of all pedestrians. In 2018, there was one crash involving two pedestrians. The data collection for crashes seems to be getting more standardized, which is helpful for the analysis. The reports used to include data about the motor vehicle and the motor vehicle operator involved in the crash, but this data is no longer included in the reports. November had the highest number of pedestrian crashes overall.

Mr. Carroll suggested normalizing the observed crash incidents to volumes, in order to collect data on pedestrian and bicyclist volumes.

Nate Reichert, Planning Director, stated that he is working on a federal grant for Safe Streets for All. Grants, such as this, partially make determinations for funding based on the type of data the Committee is collecting. Data based on accidents and fatalities occurring in the region is one of the major eligibility criteria. This illustrates that projects with included data set informs the application. This sort of data queues up these applications and gets them ready for funding. He thanked the volunteers on this Committee for working to make change happen.

D. E-transportation: E-bike library and charging station locations, e-trishaw, EVs – *this item was not addressed directly at this time*

E. High contrast crosswalks - Next Steps - *this item was not addressed directly at this time*

F. Updates on City and NHDOT Projects - *this item was not addressed directly at this time*

G. Curb the Car Day & Bike Rodeo 2023 - *this item was not addressed directly at this time*

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS: *this item was not addressed directly at this time*

A. Bike Friendly Community Designation Renewal

B. Vision Zero Policies and NYC Safety Measures ranking

C. Bike Racks/Repair Stations

7) ADJOURNMENT:

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

Seconded by Mr. Dittrich.

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

The meeting was adjourned at 9:02 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary