



LEBANON PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE

JANUARY 5, 2021 - 7:00 PM
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE

1. Call to Order

- A. Meeting procedures and RSA 91-A "Right-to-Know" requirements.
- B. Election of Officers
- C. Review 2021 Meeting Calendar

2. Approval of Minutes

- A. December 1, 2020

3. Study Items

- A. Updates from Other Boards
 - Planning Office - Planning Staff
 - Safe Routes to School - Planning Staff
 - City Council - Erling Heistad
 - Planning Board/CIP Meeting - VACANT
 - Police Reports - Alan Schnur
 - Mascoma River Greenway Coalition - Colin Smith
 - Class VI Roads - Colin Smith
 - State of NH Updates - Alex Belenz
 - Rails to Trails - VACANT
 - Communications Plan - Marie McCormick
- B. Review 2021 Master Plan Outcomes, Priorities

4. Other Business

- A. City and NHDOT Projects (Westboro/West Lebanon, 120/Exit 18, TAP, Rt. 10 Resurfacing)
- B. Bike Friendly Community
- C. Update on West Lebanon Vision/Westboro

5. Future Agenda Items

- A. Tunnel Grand Opening
- B. Bike Rodeo 2021
- C. MRG Survey Final Report

6. Open to the Public

7. Adjournment

The order of agenda items is subject to change.

Due to the current situation with the COVID-19 Pandemic, the City of Lebanon is offering its meetings via Microsoft Teams. Members of the public are encouraged to attend 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 Microsoft Teams software or by phone. Please visit LebanonNH.gov/Live for full details.

THE AGENDA, IN ITS ENTIRETY IS AVAILABLE ON THE CITY'S WEBSITE AT LEBANONNH.GOV

Agenda
Pedestrian & Bicyclist Advisory Committee
January 5, 2021

Agenda Item #1C
Call to Order

Review 2021 Meeting Calendar

**Meeting Schedule
Pedestrian & Bicyclist Advisory Committee
2021**

Meeting Date
January 5, 2021
February 2, 2021
March 2, 2021
April 6, 2021
May 4, 2021
June 1, 2021
July 6, 2021
August 3, 2021
*September 14, 2021
October 5, 2021
*November 9, 2021
December 7, 2021

Note: All meetings begin at 7:00pm unless otherwise noted on the meeting agenda.

Note: The Ped and Bike Committee meets on the 1st Tuesday of the month, note meetings with * have a different date, due to holidays or a scheduling conflict.

*Note: September and November, the first Tuesdays are election days, so the Ped & Bike Committee will meet on the second Tuesdays in those months.

Agenda
Pedestrian & Bicyclist Advisory Committee
January 5, 2021

Agenda Item #2A
Approval of Minutes

December 1, 2020

DRAFT

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
TUESDAY DECEMBER 1, 2020
REMOTE MEETING – MICROSOFT TEAMS (CALL-IN ONLY)
7:00 PM**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Alan Schnur;
Marie McCormick; Alex Belensz; John Kelleher (Vice-Chair);
Clifton Below (Alt)

MEMBERS ABSENT: Sarah Crysl Akhtar

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

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

Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements. Ms. Owens reviewed the executive order requiring public audio and video access and options for participation.

A Roll Call of Board Members who participated remotely is listed above. Mr. Below was appointed to serve as a regular member in place of Ms. Akhtar.

There was a brief discussion about the opportunity to fill open positions on the Committee for a regular member and a Planning Board representative.

2) APPROVAL OF MINUTES: November 10, 2020

*Mr. Heisted MOVED to approve the minutes as presented.
Seconded by Mr. Schnur.*

Roll Call Vote: Members voting in favor included Chair Smith, Mr. Schnur, Ms. McCormick, Mr. Kelleher, Mr. Below, Mr. Belensz and Mr. Heisted.

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

Minutes approved as presented.

Chair Smith additionally requested for the agenda heading to be corrected for future meetings, to “Lebanon Pedestrian and Bicyclist Advisory Committee”, in place of the type-o with “Bicycle”.

3) OPEN TO THE PUBLIC:

4) STUDY ITEMS:

A. Updates from Other Boards

- Planning Office - Planning Staff

Ms. Owens identified several recently approved and in-progress developments that had been previously shared with the committee. She said that there is a potential for a new development

1 project application in 2021 related to Dartmouth Hitchcock Medical Center's (DHMC's) recent
2 Request for Proposals for an approximately 350-unit workforce/rental housing development on
3 40 acres north of the Centerra development. As this project would increase the intensity of
4 transportation needs in the area, and relate to currently approved projects, the committee
5 expressed interest in learning how conditions of other projects like DHMC's new patient towers
6 and emergency department expansion would relate to future developments. Ms. McCormick
7 requested an update from Planning & Development staff about the definition of traffic and
8 pedestrian improvements in associated Planning Board conditions of approval, and timeline for
9 implementation of such improvements.

10 Ms. Owens conveyed that the Planning and Development Department is also in the process of
11 finalizing a scope of work for the West Lebanon Streetscape Plan.

12 • Safe Routes to School - Planning Staff/Police Staff

13 Chair Smith reported that he will sign the letter to City Council in support of the Lebanon Middle
14 School crossing and rail trail connection for which a motion was passed at the last committee
15 meeting and recognized Mr. Belenz for drafting the letter.

16 • City Council – Erling Heistad

17 Mr. Heistad reported that the City Council is focusing on budget finalization and has also
18 reviewed a police funding (reduction) proposal, new sewer and water rates, and citizen
19 concerns about electronic meeting access.

20
21 Chair Smith asked about the police funding issue and enforcement of traffic regulations, and
22 whether there as been discussion. Mr. Heisted responded that surveys have shown interest in
23 reduced traffic enforcement. Mr. Below said that Mr. Belenz presented about ways to calm
24 traffic and that he as learned that 90 percent of traffic stops are warnings, not tickets, to help
25 correct bad behavior. He also noted that Lebanon has a large volume of cars relative to its
26 population due to the size of the city as an employment center (second highest in NH). Mr.
27 Heisted believes that cutting back on enforcement will not mitigate the traffic concerns. Ms.
28 Owens asked about which surveys are being referenced and Mr. Heisted and Mr. Below agreed
29 that one of the sources is the police department's community outreach about citizen concerns.
30 Mr. Below highlighted that speed enforcement has been a high priority in survey data; the
31 default limit is now 25mph, which is the lowest allowed by the state, and implementation has
32 included warnings and signage at the City's gateways. There is some police budget reduction in
33 the CIP but not per the petition by the UVDSA and not funds that would like impact speed
34 enforcement.

35
36 Mr. Belenz stated that the new 25mph are confusing and he has heard that from other people,
37 as the 25mph sign is sometimes followed closely by a 30mph or other seemingly contradictory
38 sign and because the text on the signs is quite small. He has heard that the police department
39 will warn people about the change but wonders if more outreach or better signage would help.
40 Ms. Owens replied that she will ask and that the topic dovetails with Hanover's interest in how
41 Lebanon enacted the reduced default limit. Mr. Below agreed that communicating ways to make
42 the policy more effective is important and clarified that where two signs are near each other, the
43 higher limit applies. Mr. Heisted said that on Route 120 South, it is pretty clear that it is 25mph
44 once you enter town. Chair Smith said it is not very clear on Route 4 as you approach Bank
45 Street Extension, where it says 25mph, then that sign is followed by a 30mph sign for Bank
46 Street. He advises having signage that is more readable as your drive past. Mr. Schnur said that
47 the 25mph signs, by being smaller, might seem to drivers to be conditional. Mr. Belenz said
48 that limiting the 25mph signs to gateways and making them hard to read results in enforcement
49 having to be the primary control of speeds, which doesn't seem to be a very effective strategy;
50 better signage and even some temporary physical measures like traffic warning bollards or
51 cones are good additions as a balanced approach.

1
2 Mr. Kelleher said that he has questions about speed limits posted on the Northern Rail Trail as
3 well. Ms. Owens indicated that those are for snowmobiles and that it may be worth
4 reconsidering those limits as electric bikes become more popular, and that she will do a field
5 check on signage. Mr. Schnur asked if the road speed limit of 25mph and trail speed limit should
6 be synchronized. Ms. Owens reported that there was a significant effort to achieve 30mph
7 signage on the trail. Chair Smith asked if incorrectly placed signage was corrected and Ms.
8 Owens replied that she believed it was. Mr. Schnur implied that there is now a case to change
9 the rail trail speed limit to 25mph as well. Mr. Belensz reminded members that it is state
10 property and may be hard to change. Ms. Owens added that there will be a new Trails Bureau
11 chief soon and that negotiation is required for speed limit changes; this has also been Mr.
12 Belensz's experience, he shared. Ms. Owens surmised whether speed will be addressed in the
13 state rail trail draft. Chair Smith asked if there is a record of what was recommended for signage
14 on the NRT, and for staff to validate whether what was installed matches the recommendations.

15 • Planning Board/CIP – VACANT

16 Mr. Below said that one item that has been moved forward for Council consideration in the CIP
17 budget is the tunnel-Northern Rail Trail connector path near Spencer Street and that public
18 hearings would begin on December 2nd, with the final hearing and action in two weeks. Ms.
19 Owens communicated that some recent updates to the budget as relates to reduced interest
20 rates is a potential positive factor for the City budget.

21 • Police Reports - Alan Schnur

22 Mr. Schnur reported that the October monthly City Manager's report showed one new collision
23 for a total of six ped-bike related crashes year-to-date, based on police data. He stated that this
24 statistic matches the collision rate from 2019 and that the darkest, most dangerous months are
25 still to come. He has not received updated data or clarifications from Lebanon Fire Department.

26 • Mascoma River Greenway Coalition - Colin Smith

27 Chair Smith deferred updates to the Study Item on the agenda.

28 • State of NH Updates - Alex Belensz

29 Mr. Belensz reported that the UVLSRPC, as well as City of Lebanon representatives and Chair
30 Smith, are participating in the NH Department of Transportation's Route 120/Exit 18 Project
31 Advisory Committee (PAC) meetings and that the project was launched with a site walk earlier
32 in the fall. The project is in the Ten Year Plan and will build on the UVLSRPC's corridor plan
33 input.

34 • Class VI Roads – Colin Smith

35 Chair Smith informed members that the Class VI committee is looking at MacAllister Road next
36 and that recommendations to City Council continue to learn toward converting such roads to
37 Class A trails.

38
39 • Rails to Trails - VACANT

40 No updates.

41
42 • Communications - Ms. McCormick

43 Ms. McCormick reported that recommendations for website amendments have not been
44 completed. A LebNews safety reminder was submitted by staff and Ms. McCormick said that
45 she is reviewing a letter to the editor for VNews. Ms. Owens asked if the plan might benefit from
46 some new year resolution content, to educate citizens about ways to walk, bike and stay active
47 in Lebanon.

48
49 B. Mascoma River Greenway – Survey and Usage Count Results

Chair Smith shared his screen to show the current dashboard summary of survey results. Mr. Belenz said that the plan for sharing the final MRG results continues to consist of a stakeholder-focused presentation that can be followed by a general public presentation and MRG blog post. Related goals for follow-up from the results are expected to include identification of stewardship and improvement priorities, funding needs, outreach and education opportunities and updates for the MRG Action Plan.

Mr. Schnur asked if original leaders of the MRG project like Paul Coats and Russell Hirschler would be part of the coordination. Ms. Owens suggested that presentation of follow-up priorities might include identification of survey synergies with other data like the Recreation and Parks survey about community facilities. She also noted that the survey data can be interpreted to show original donors to the MRG that their work has had a high return on investment and that information may help to energize new efforts. Chair Smith elaborated that data including trail usage counts will help show how people are experiencing the Greenway in terms of intensity, mode types, access points, and destinations and what improvements there is funding appetite for. Mr. Below noted that in final summaries, regional users like those from Hartford might want to be identified more generally versus their current label/affiliation as “White River Junction”. Mr. Belenz remarked that the organization of the survey data as a dashboard is more engaging than a report and he thanked Chair Smith for applying his professional skills to the analysis.

C. Route 10 – NHDOT Resurfacing Project

Ms. Owens reminded committee members of the notice that was shared with them by email regarding NHDOT’s invitation for City input about the upcoming NH Statewide 43060 resurfacing project on Route 10 between Lebanon and Hanover, from Maple Street to Mink Brook Road. Staff drafted a letter that summarizes the committee’s findings and perspectives, from over the past year, about examples and best practices in roadway resurfacing gleaned from NHDOT and federal guidance. It also incorporated some input from Hanover’s Bike-Walk Committee. Opportunities for such projects include the reallocation of pavement space via vehicle lane narrowing, while promoting traffic calming, and the addition of pavement space on shoulders, where there is space beyond the fog line. All suggestions in the letter are couched as design considerations for “when practical” and are permissive rather than direct requests.

Mr. Below indicated that he has a long history of assessing Route 10 in collaboration with others, including as part of a federal Transportation Enhancements grant application in the 1990’s that did not succeed due to the cost of the project proposed, but which helped to gather information about roadway widths and conditions, issues with poles, culverts and guardrails, and safety improvement prospects. He shared that he is in favor of the letter, as amended by several proposed edits.

Mr. Belenz commented that while it has been suggested as an option, building an off-road path parallel to Route 10 would be very challenging and therefore this project, with on-road upgrades, represents one of the only real, near-term chances to improve multimodal accommodations along Route 10.

Mr. Schnur added that for positive economic and recreational impacts that would be supported by upgrades to Route 10, the letter should mention the popularity of the Boston Lot, as many people from Lebanon and Hanover currently bike to it and would do so more often if the route was safer. Such changes would also support bike and transit commuting on Route 10.

A MOTION by Chair Smith that the Lebanon Pedestrian and Bicyclist Advisory Committee recommends that the City Administration and Departments, including Planning and

Development, sends a letter to NHDOT as soon as possible to identify opportunities for improvement associated with the NH Statewide 43060 resurfacing project on Route 10.

Seconded by Mr. Belenz.

Roll Call Vote: Members voting in favor included Chair Smith, Mr. Belenz, Ms. McCormick, Mr. Schnur, Mr. Heisted, Mr. Kelleher, and Mr. Below.

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

5) OTHER BUSINESS:

Staff inquired about whether there was interest from committee members to establish a new meeting time that would be earlier however most members indicated that the current meeting schedule is best for them. No changes were made.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

- Review of Bike Friendly Community criteria for renewal of Lebanon's designation, due Spring 2021 (working group)
- Review with Public Works signage for sharrows (staff)
- Resurfacing opportunities for Department and City Council consideration (staff)
- Winter road and sidewalk maintenance (all)
- Compare bike storage provisions in Planning Board applications to draft regulations (staff)
- Get clarifications on LFD EMS data (Mr. Schnur)
- Review the Committee's webpages for updates (working group)
- Explore a central document repository for the Committee (staff)

7) ADJOURNMENT:

A MOTION by Chair Smith to adjourn the meeting.

Seconded by Mr. Heisted.

Roll Call Vote: Members voting in favor included Chair Smith, Mr. Belenz, Ms. McCormick, Mr. Heisted, Mr. Schnur, Mr. Kelleher, and Mr. Below

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

The meeting was adjourned at 8:45 PM.

Prepared by Rebecca Owens, Planning Staff