

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL &
REMOTE VIA WEBEX [LebanonNH.gov/LIVE](https://lebanonnh.gov/LIVE)
7:00 PM, TUESDAY MAY 2, 2023**

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

MEMBERS ABSENT: George Sykes (City Council, Alt)

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:00 PM.

2) APPROVAL OF MINUTES

A. April 4, 2023

A Motion was made by Mr. Heistad to accept the meeting minutes of April 4, 2023, as presented. Seconded by Ms. Bunn.

**The vote on the MOTION was approved by roll call Colin Smith - aye; Adams Carroll – aye; Erling Heistad – aye; Amy Chan – aye; Haynes Bunn – aye; Jake Kelleher – aye; Sean Dittrich - aye; Marie McCormick - abstain (7-0-1).*

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

4) STUDY ITEMS

B. Review of final draft Walk Bike Ride Lebanon multimodal and complete streets implementation plan – *The Committee took up this item at this time.*

Ms. Owens explained that the City commissioned this to be developed through the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC). This plan will allow for additional efforts and planning considerations.

Andrea Cass, UVLSRPC, gave a presentation on the network map process. This was to generate gap and improvement area analyses. Individual projects were reviewed and prioritized in a tier system. Some projects received conceptual designs and cost estimates by a consultant or the City. These projects are ready to apply for funding.

Meghan Butts, UVLSPC, stated that the main goal is to create a living document for the Planning Department to use when prioritizing projects. This can also help guide the Committee's prioritizations moving forward.

Ms. Owens noted that Committee members could review and submit comments on Chapter 6 – Implementation and Key Strategies. The Committee could then make a motion to recommend this plan be adopted by the City Council.

The Committee reviewed projects within the tiered chart in the plan.

Ms. Cass stated that the Mascoma River Greenway is proposed to receive a 1.3-mile extension as a result of the Congestion Mitigation and Air Quality (CMAQ) program, which is via federal by-through funds from the State. This extension will go from the Glen Road intersection/Route 12 to Lebanon Ford on the Miracle Mile.

Chair Smith suggested that there be prioritization added to the Operations & Maintenance section.

A Motion was made by Ms. Chan that the Committee recommend that the City Council adopt this plan. Seconded by Ms. McCormick.

****The vote on the MOTION was approved by roll call Colin Smith - aye; Adams Carroll – aye; Erling Heistad – aye; Amy Chan – aye; Haynes Bunn – aye; Jake Kelleher – aye; Sean Dittrich - aye; Marie McCormick - aye (8-0-0).***

Ms. Owens noted that the Committee could consider a motion at a future meeting to encourage explicit inclusion of a Vision Zero commitment within the Strategic Plan.

A. Updates from Other Boards – *The Committee did not address these items at this time.*

- 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
- Friends of the Northern Rail Trail
- Communications Plan

B. Review of final draft Walk Bike Ride Lebanon multimodal and complete streets implementation plan – *This item was previously addressed.*

C. High Contrast Crosswalks – *This item was not addressed at this time.*

5) OTHER BUSINESS

A. Curb the Car Day 5/19 planning - call for volunteers and sponsors

Ms. Chan explained that Curb the Car Day is proposed on Friday, May 19th and that the event feels more festive when more volunteers are involved. Announcements will be posted around the City.

B. Bike Rodeo 6/3 planning needs - call for volunteers and sponsors

Chair Smith explained that the Committee previously discussed that this event may not be possible this year. Ms. Owens suggested that the Committee could instead consider hosting a community bike ride this year.

C. Updates on City and NHDOT Projects – *This item was not addressed at this time.*

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

A. Bike Friendly Community Designation Renewal

B. CIP 2024 projects

C. Safety Action Plan / Vision Zero Policy

D. E-transportation

E. 12A path legal review / status

F. Route 10 ped-bike corridor

7) **ADJOURNMENT:**

Chair Smith thanked Jake Kelleher for his years of service and wished him well on his journey to Maine.

A Motion was made by Ms. Bunn to adjourn the meeting. Seconded by Mr. Dittrich.

****The vote on the MOTION was approved by roll call Colin Smith - aye; Adams Carroll – aye; Erling Heistad – aye; Amy Chan – aye; Haynes Bunn – aye; Jake Kelleher – aye; Sean Dittrich - aye; Marie McCormick - aye (8-0-0).***

The meeting was adjourned at 9:00 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary