



**LEBANON PEDESTRIAN & BICYCLIST ADVISORY
COMMITTEE
JANUARY 2, 2024 - 7:00 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

- A. To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 460 500 277#). If you have trouble accessing this meeting, please [email catheryn.hembree@lebanonnh.gov](mailto:catheryn.hembree@lebanonnh.gov).

2. Election of Officers

3. Approval of Minutes

- A. December 5, 2023

4. Open to the Public

5. Study Items

- A. WBRL Capital/Non-Capital projects for 2024
- B. 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

6. Other Business

7. Future Agenda Items

8. 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](https://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
COUNCIL CHAMBERS – CITY HALL &
REMOTE VIA VIRTUAL PLATFORM LebanonNH.gov/LIVE
7:00 PM, DECEMBER 5, 2023**

MEMBERS PRESENT: Colin Smith (Chair); Marie McCormick; Haynes Bunn; Jared Toon (Alt); Sean Dittrich

MEMBERS ABSENT: George Sykes (City Council, Alt); Amy Chan; Clifton Below (Alt) (remote); Erling Heistad (City Council)

STAFF PRESENT: Tim Corwin (Deputy Planning & Development Director); Catheryn Hembree (Associate Planner); Shawn Mulholland (City Manager)

1 **1) CALL TO ORDER:**

2
3 Chair Smith called the meeting to order at 7:00 PM.

4
5 **4) STUDY ITEMS - *The Committee addressed this item at this time.***

6
7 A. Ethics training with the City Manager

8 The Committee completed Ethics Training with City Manager Mulholland.

9
10 *The Committee took a brief recess.*

11
12 **2) APPROVAL OF MINUTES**

13 A. November 7, 2023

14
15 *A MOTION was made by Mr. Toon to accept the meeting minutes of November 7, 2023, as presented.*
16 *Seconded by Ms. Bunn.*

17
18 **The vote on the MOTION was approved (4-0-0).*

19
20 *Jared Toon sat as a voting member for this meeting.*

21
22 **3) OPEN TO THE PUBLIC:**

23
24 None at this time.

25
26 **4) STUDY ITEMS**

27
28 B. Rod Finley & David McNamara will join the meeting to discuss the Mascoma/Mechanic/High
29 intersection design

30 Chair Smith stated that he is concerned regarding how cyclists should use the roundabout to get from the
31 street to the Greenway and vice versa. Dave McNamara, Stantec, explained how the access is proposed to
32 work for Greenway users. Those approaching this area are able to ride within the roundabout similarly to
33 a vehicle. There are also a number of curb cuts on the approaches, allowing cyclists to use the sidewalk,
34 although this is not a full multiuse path width. The crosswalks within the Greenway will be 10' wide.
35 Those outside of this will be standard width crosswalks. The crosswalks will be striped separately for

1 pedestrians and cyclists. This could include different patterns or symbols to clearly delineate them.
2 Roundabout geometry is intended to slow traffic and allow for safer pedestrian crossings, but additional
3 measures of safety, such as signals could be included.
4

5 Dan Nash, Ward 1, stated that he has been against this project as it is a poor application of technology.
6 The City has already invested so much in the rail trail. This project disrupts the continuity and tranquility
7 of the rail trail. He presented an alternate proposal. This area is currently confusing and likely unsafe.
8 This option proposes banning left turns. This will confine traffic to appropriate routes, while allowing for
9 the continuous bike/ped trail to run through the area. He stated that he is unclear of the benefit from this
10 project. The alternate could be constructed in the spring at least as a temporary solution.
11

12 Chair Smith noted that he believes the roundabout is required for traffic reasons. The proposal from Mr.
13 Nash would not allow movement from Mechanic Street to High Street to Hanover Street and may create
14 other problems. He asked opinions about the suggested proposal.
15

16 Rod Finley explained that all alternative options drafted were presented to the City Council and this was
17 the solution chosen. Final design is about to begin, and the Environmental NEPA permit should soon be
18 secured.
19

20 In response to a question from Ms. McCormick, Mr. McNamara stated that the minimum curb-to-curb
21 outside width is 6' at the approach to the intersection. Edge lines will be striped inside of that.
22

23 In response to a question, Chair Smith explained that he reviewed data which showed that bike/ped usage
24 on the Greenway between the parking lot at Slayton Hill and the bridge was approximately 300 users/day.
25 This was in the summertime.
26

27 There was discussion that work could begin in April. It may be possible to implement Mr. Nash's option
28 while construction begins. This would need to be discussed with the City Council.
29

30 C. Updates from Other Boards

31 • Planning & Development Department

32 The Committee heard an update from the Planning Department.
33

34 • Planning Board

35 No update at this time.
36

37 • City Council

38 No update at this time.
39

40 • Police Reports

41 Ms. Bunn stated that there were no additional crashes in October, leading to a total of four for the year.
42

43 • Mascoma River Greenway Coalition

44 Chair Smith stated that the funds for the Greenway to the skate park project should be available in 2025.
45

46 • Class VI Roads

47 No update at this time.
48
49
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54

1
2 • Rails to Trails
3

4 It was noted that Dave Koch has resigned from the Committee. Amy Chan has also stepped back as
5 Director of Friends from the Northern Rail Trail. Currently, one of the Committee seats is set to be for a
6 representative of the Friends of the Northern Rail Trail. Chair Smith asked if this placeholder seat is still
7 necessary. It was noted that the trishaw program will now fall under the Friends of Lebanon Rec.
8

9 • Communications Plan
10

11 No update at this time.
12

13 **5) OTHER BUSINESS**
14

15 Ms. McCormick noted that there seems to be interest regarding signaling in the new roundabout, as
16 previously discussed. Mr. Corwin explained that a formal recommendation could be sent along from the
17 Committee to the engineers and City Manager and others.
18

19 *A MOTION was made by Mr. Dittrich to recommend adding pedestrian rapid-flashing beacons to the four*
20 *crosswalk locations in the roundabout design. Seconded by Ms. Bunn.*
21

22 **The vote on the MOTION was approved (4-1-0).*
23

24 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:**
25

26 **7) ADJOURMENT:**
27

28 *A MOTION was made by Ms. McCormick to adjourn the meeting. Seconded by Mr. Dittrich.*
29

30 **The vote on the MOTION was approved (5-0-0).*
31

32 **The meeting was adjourned at 8:13 PM.**
33

34 Respectfully submitted,
35 Kristan Patenaude, Recording Secretary