

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
COUNCIL CHAMBERS– CITY HALL &
REMOTE VIA VIRTUAL PLATFORM LebanonNH.gov/LIVE
7:00 PM, APRIL 2, 2024**

MEMBERS PRESENT: Colin Smith (Chair); Marie McCormick; Sean Dittrich; Erling Heistad (City Council)

MEMBERS ABSENT: George Sykes (City Council, Alt); Clifton Below (Alt); Jared Toon (Alt); Haynes Bunn; Tim Gilbert; Amy Chan (Friends of the Northern Rail Trail representative)

STAFF PRESENT: Catheryn Hembree (Associate Planner), Paul Coats (Director of Lebanon Parks & Rec)

1) CALL TO ORDER:

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

2) APPROVAL OF MINUTES

A. March 5, 2024

A MOTION was made by Mr. Heistad to approve the meeting minutes of March 5, 2024, as presented. Seconded by Mr. Dittrich.

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

3) OPEN TO THE PUBLIC:

None at this time.

4) STUDY ITEMS

A. Guest from Police Department, Captain Alan Lowe

Deputy Police Chief Matthew Isham and Captain Alan Lowe addressed the Committee. They explained that, from a law enforcement perspective, the Department would like to have a traffic enforcement officer position at some point. Many multimodal events are dependent on staffing. Another challenge includes education in the community.

There was discussion regarding e-bikes and pedestrians. Deputy Police Chief Isham stated that he believes there are a small number of repeat violators creating most of the issues.

There was discussion regarding the detail of the crash reports that the Committee reviews.

B. Vote on asking City Council to make Friends of the Northern Rail Trail seat a citizen at large seat

A MOTION was made by Mr. Dittrich to make the Friends of the Northern Rail Trail seat a general seat on the Committee. Seconded by Ms. McCormick.

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

C. Review Complete Streets Policy

The Committee reviewed the draft Complete Streets Policy. There was agreement to continue to work through the sections at future meetings.

4) UPDATES FROM OTHER BOARDS

A. Updates from Other Boards

- Planning & Development

No updates at this time.

- Planning Board

No updates at this time.

- City Council

Mr. Heistad stated that the Council discussed a zoning topic regarding allowing auto sales and service in the area near the Fort/Armory. A new Health Officer position was authorized, and this person will also be the head Building Inspector.

- Police Reports

No updates at this time.

- Mascoma River Greenway Coalition

Mr. Coats reviewed that Mr. Dittrich, Chair Smith, Ms. Chan, and Ms. Bunn were interested in serving on the citizens coalition team for this project. The first meeting for the group will be announced later this week and will then likely meet once a month. The project will hopefully start this November when the CMAQ grant opens. The design and permitting MEPA phase will likely take at least a year to complete. Bidding and construction may occur in 2026.

Ms. Hembree stated that Staff received good feedback from the State regarding connecting the Boston Lot and the Mascoma River Greenway.

- Class VI Roads

No updates at this time.

- Friends of the Northern Rail Trail

No updates at this time.

- Communications Plan

Ms. McCormick explained that planning has started for Curb the Car Day. The intention is to hold the event on May 17th. She noted that the Committee has sent out a safety alert at this time of year for pedestrian and cyclist safety.

5) OTHER BUSINESS

None at this time.

6) FUTURE AGENDA ITEMS

It was noted that DPW Staff would be joining the Committee at its next meeting to hold a discussion on relevant topics, including upcoming striping projects.

7) ADJOURNMENT:

A MOTION was made by Mr. Heistad to adjourn the meeting. Seconded by Mr. Dittrich.

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

The meeting was adjourned at 8:36 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary