



LEBANON PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE

DECEMBER 3, 2024 - 7:00 PM
COUNCIL CHAMBERS, 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: 150 869 006#). If you have trouble accessing this meeting, please [email catheryn.hembree@lebanonnh.gov](mailto:catheryn.hembree@lebanonnh.gov).

2. Approval of Minutes

- A. November 7, 2024

3. Open to the Public

4. Study Items

- A. Sachem - Dartmouth Health Capital Improvements Projects Proposal
- B. **Brickyard One Nominee Trust, 174 Hanover Street Ext (Tax Map 48, Lot 4), 0 Hanover Street Ext (Tax Map 48, Lot 2), 0 Hanover Street Ext (Tax Map 48, Lot 1), and 238 Hanover Street (Tax Map 63, Lot 1), zoned R-1, R-O-1 & R-3:** Review and comment on updated Site Plan for Planning Board application, PB2024-22-SPR.
- C. Department of Public Works Paving Projects
- Old Pine Tree Cemetery Rd.
 - Prospect St.
- D. Complete Streets Policy

5. Other Business

- A. Updates from Other Boards
- Planning and Development
 - Planning Board
 - City Council
 - Police Reports
 - Mascoma River Greenway Coalition
 - Class VI Roads
 - Communications Plan
- B. Review of the 2025 Meeting Calendar

6. Future Agenda Items

7. 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 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
MEETING ROOM 1- CITY HALL &
REMOTE VIA VIRTUAL PLATFORM LebanonNH.gov/LIVE
4:00 PM, NOVEMBER 7, 2024**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Ben Swanson (Alt); Sean Dittrich; Jared Toon (Alt); Tim Gilbert; Marie McCormick

MEMBERS ABSENT: Haynes Bunn; George Sykes (City Council, Alt); Clifton Below (Alt)

STAFF PRESENT: Catheryn Hembree (Associate Planner); Tad Montgomery (Energy & Facilities Manager)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 4:00 PM.

2) APPROVAL OF MINUTES

A. September 3, 2024

A MOTION was made by Ms. McCormick to approve the meeting minutes of September 3, 2024, as presented. Seconded by Mr. Dittrich.

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

3) OPEN TO THE PUBLIC:

4) STUDY ITEMS

A. Presentation: Dartmouth College - Engineering Project: E-Bike Charging Stations

Tad Montgomery explained that City Manager Mulholland directed him to undertake a feasibility study, cost estimate, and design work for e-bike charging stations. Through the process of vetting different sites, a determination was made to consider Colburn Park, where the kiosk/billboard is located. The suggestion is for four port e-bike stations, along with a bike storage area. Mr. Montgomery explained that he then met with Emily Monroe, a professor at Dartmouth in the Engineering School and in charge of the undergraduate capstone projects. One potential project she asked students to consider was to design the e-bike charging stations. City Manager Mulholland stated that there first needs to be an evaluation of the demand for these stations. The Dartmouth students have developed a survey to this end.

Grace Connolly, Gannon Forsberg, Nathan McAllister, and Avery Moorhead presented their project. The proposal is for the City to first purchase and install an off the shelf e-bike charging station. This would include a charging station and a secure spot to lock bikes. A solar panel could be included for the station in the future.

Mr. Montgomery stated that he spoke with the students about conducting the survey in the tunnel and close to the Kilton Library. Chair Smith suggested speaking with someone at Vital Communities regarding how to distribute the survey. Ms. McCormick also suggested reaching out to Hartford on this project.

The Committee reviewed the survey questions.

1 Mr. Montgomery stated that e-bikes and e-bike charging equipment is not covered by the federal direct
2 pay incentive, which most other renewable energy infrastructure is. One of the Dartmouth team members
3 is lobbying with the Department of Treasury to try to get that changed.
4

5 **B. Sachem - DHMC Connector**

6

7 Ms. Hembree suggested that the Committee submit comments or issues it has with the plan in order to
8 submit them with the CIP application. The Committee discussed that the plan, as currently laid out, seem
9 to be a disadvantage to pedestrians and cyclists. The Committee agreed to draft comments that, as
10 currently presented, it could not support the plan.
11

12 **C. Brickyard One Nominee Trust, 174 Hanover Street Ext (Tax Map 48, Lot 4), 0 Hanover** 13 **Street Ext (Tax Map 48, Lot 2), 0 Hanover Street Ext (Tax Map 48, Lot 1), and 238 Hanover** 14 **Street (Tax Map 63, Lot 1), zoned R-1, R-O-1 & R-3: Review and comment on updated Site** 15 **Plan for Planning Board application, PB2024-22-SPR.** 16

17 The Committee reviewed the updated Site Plan application. It was noted that the updated plan does not
18 address the comments previously made by the Committee in terms of sidewalks, pedestrian access, and
19 trails. The next Planning Board meeting on this item is scheduled for November 12th. The Committee
20 agreed to submit comments on the updated plan for this meeting.
21

22 **D. Complete Streets Policy**

23

24 *Mr. Heistad exited the meeting at 5:30PM.*
25

26 Ms. Hembree stated that the Committee previously defined certain types of streets and what they would
27 ideally look like. The Committee continued to discuss these definitions.
28

29 **5) OTHER BUSINESS – The Committee did not directly address this item at this time.**

30 **A. Updates from Other Boards**

- 31 • **Planning and Development**
- 32 • **Planning Board**
- 33 • **City Council**
- 34 • **Police Reports**
- 35 • **Mascoma River Greenway Coalition**
- 36 • **Class VI Roads**
- 37 • **Communications Plan**
38

39 **6) FUTURE AGENDA ITEMS**

40

41 As discussed during the meeting.
42

43 **7) ADJOURNMENT:**

44

45 *A MOTION was made by Mr. Dittrich to adjourn the meeting. Seconded by Mr. Heistad.*
46 **The vote on the MOTION was approved (4-0).*
47

48 **The meeting was adjourned at 5:41 PM.**
49

50 Respectfully submitted,
51 Kristan Patenaude, Recording Secretary

2025-2030 Capital Improvement Program

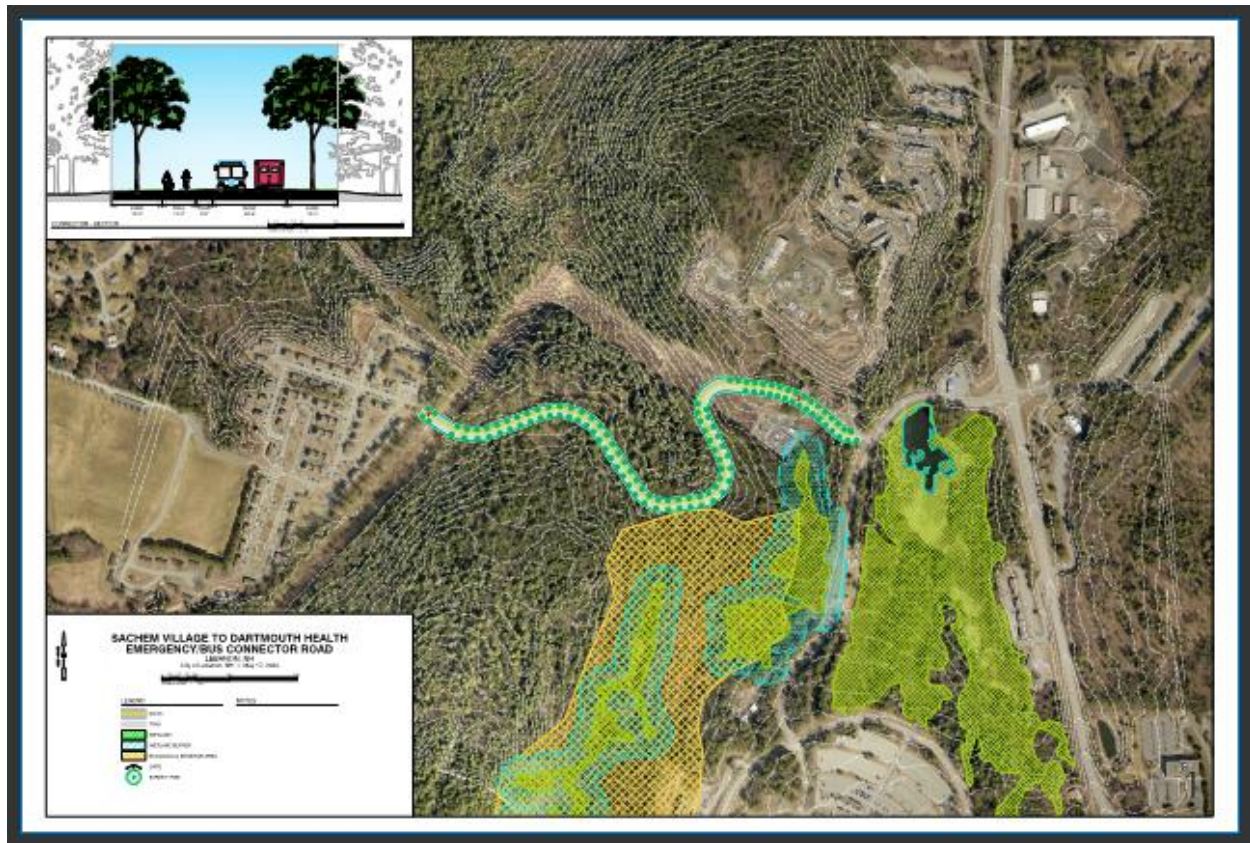
PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** Sachem Village to DHMC Connector Road and Multi-Use Path
3. **PURPOSE OF PROJECT REQUEST FORM:** New Project
4. **DEPARTMENT PRIORITY:** Improve Efficiency for Emergency Vehicles and Buses and ped/bike connection
5. **LOCATION:** Ralston Lane to Gile Drive
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The Sachem Village to Dartmouth Hitchcock Medical Center (DHMC) Emergency/Bus Connector Road and Multi-use Path project will consist of a 22' wide roadway for community buses and emergency vehicles and a 10' wide multi-use path for pedestrians and bicycles. The project will provide an important connection from northern West Lebanon and Hanover (Route 10) to Medical Center Drive (Route 120). The connection will improve efficiency and travel times for buses, fire trucks, ambulances, and other emergency vehicles. The multi-use path will allow pedestrians to walk or bike from the Route 10 side of town to the Route 120 employment center area. The multi-use path will intersect with multiple trails traversing Indian Ridge and the Boston Lot Conservation Area.

The main challenges are related to the environment and land use. The roadway will cross over Dartmouth College and DHMC property, an active transmission line corridor, and a conservation easement. The roadway alignment necessitates a stream crossing which will require an open bottom span structure. The roadway is proposed to cross steep slopes, approaching the maximum allowable roadway grade, and will require significant stormwater management efforts. The roadway layout will avoid impacts to high value wetlands and ecologically sensitive areas (shown cross-hatched in the graphic below).

The City is pursuing funding from the Congestion Mitigation and Air Quality (CMAQ) Improvement Program administered through the Federal Highway Administration. The CMAQ program would pay for 80% of the project cost and the City would be responsible for the remaining 20%. The City will be establishing a Special Assessment District to account for the remaining 20%. The project is programmed for construction in 2031.

2025-2030 Capital Improvement Program



**Meeting Schedule
Pedestrian & Bicyclist Advisory Committee
2025**

Meeting Date
January 7, 2025
February 4, 2025
March 4, 2025
April 1, 2025
May 6, 2025
June 3, 2025
July 1, 2025
August 5, 2025
September 2, 2025
October 7, 2025
November 4, 2025
December 2, 2025

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.