FINAL

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.

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

B. Sachem - DHMC Connector

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

C. 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.

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

D. Complete Streets Policy

Mr. Heistad exited the meeting at 5:30PM.

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

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

A. Updates from Other Boards

- **Planning and Development**
- **Planning Board**
- **City Council**
- **Police Reports**
- **Mascoma River Greenway Coalition**
- **Class VI Roads**
- **Communications Plan**

6) FUTURE AGENDA ITEMS

As discussed during the meeting.

7) ADJOURMENT:

A MOTION was made by Mr. Dittrich to adjourn the meeting. Seconded by Ms. McCormick.
****The vote on the MOTION was approved (4-0).***

The meeting was adjourned at 5:41 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary