

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
MEETING ROOM 1- CITY HALL &
REMOTE VIA VIRTUAL PLATFORM LebanonNH.gov/LIVE
7:00 PM, JANUARY 7, 2025**

MEMBERS PRESENT: Colin Smith (Chair); Ben Swanson (Alt); Sean Dittrich (Vice Chair); Marie McCormick; Nelson Rooker (Alt); George Sykes (City Council, Alt); Tim Gilbert

MEMBERS ABSENT: Clifton Below (Alt); Jared Toon (Alt); Erling Heistad (City Council); Haynes Bunn

STAFF PRESENT: Catheryn Hembree (Associate Planner)

1) CALL TO ORDER:

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

Mr. Swanson, Councilor Sykes, and Mr. Rooker sat as voting members.

2) ELECTION OF OFFICERS
A. Chair and Vice Chair

A MOTION was made by Mr. Dittrich to nominate Colin Smith as Chair of the Pedestrian & Bicyclist Advisory Committee. Mr. Smith accepted the nomination. All were in favor, with Mr. Smith abstaining.

A MOTION was made by Ms. McCormick to nominate Sean Dittrich as Vice Chair of the Pedestrian & Bicyclist Advisory Committee. Mr. Dittrich accepted the nomination. All were in favor, with Mr. Dittrich abstaining.

3) APPROVAL OF MINUTES
A. December 3, 2024

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

**The vote on the MOTION was approved (6-0).*

4) OPEN TO THE PUBLIC:

Rachel Thomeer, Fairview Avenue, presented her proposal for three “no parking” signs at the intersection of Fairview Avenue and High Street. She explained that there is heightened foot traffic in this area due to its proximity to downtown. This area is a confusing roadway and there are safety issues during peak travel times.

Tim Gilbert entered the meeting at 7:20PM and took his seat as a voting member. Mr. Swanson sat as an alternate.

A MOTION was made by Mr. Dittrich that there has been public concern regarding parking around the vicinity of the Fairview Ave/High Street/Hanover Street/Hough Street intersection, and so move that the City Manager place “No Parking Here to Corner” signs on Fairview Avenue and High Street

in accordance with RSA 265:69. It appears that signs have already been placed on Hough Street in accordance with this regulation. Seconded by Mr. Gilbert.

****The vote on the MOTION was approved (6-0).***

Chair Smith noted that Haynes Bunn is planning to step down from her seat on the Committee.

5) STUDY ITEMS

A. Food Truck Task Force Public Comments

The Committee reviewed the locations proposed for food trucks. There was discussion regarding pedestrian safety items of keeping people out of the street while they are accessing the food trucks and keeping the trucks downstream of crosswalks while not impeding sight lines.

B. TAP Funding for Mechanic Street Sidewalk - Ped and Bike Advisory Committee letter of support

Ms. Hembree explained that the request is for a letter of support from the Committee regarding the proposed TAP funding project. The Committee discussed the request.

A MOTION was made by Councilor Sykes that the Pedestrian and Bicyclist Advisory Committee support the TAP Grant application for the furtherance of pedestrian, public, and bicycle safety in the City of Lebanon and to authorize the Chair to sign the letter of support on behalf of the Committee. Seconded by Mr. Dittrich. *The vote on the MOTION was approved (6-0).

C. Walk, Bike, Ride Lebanon Plan Items

The Committee reviewed the Walk, Bike, Ride Lebanon Plan items.

Councilor Sykes suggested that the Committee could consider presenting an appeal to the City Council for a more robust Complete Streets Policy.

D. Strategic Plan Items

The Committee reviewed its items in the Strategic Plan. The Committee discussed adding a goal of renewing Lebanon's bike-friendly community designation.

6) OTHER BUSINESS

None at this time.

7) FUTURE AGENDA ITEMS

As discussed during the meeting.

7) ADJOURNMENT:

A MOTION was made by Mr. Dittrich to adjourn the meeting. Seconded by Ms. McCormick. *The vote on the MOTION was approved (6-0).

The meeting was adjourned at 8:27 PM.

Respectfully submitted,
Kristan Patenaude, Recording Secretary