

FINAL

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
TUESDAY FEBRUARY 2, 2021
REMOTE MEETING – MICROSOFT TEAMS (CALL-IN ONLY)
7:00 PM**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Alan Schnur;
Marie McCormick (Vice-Chair); John Kelleher; Clifton Below (Alt);
Gregorio Amaro (Planning Board)

MEMBERS ABSENT: Sarah Crysl Akhtar

STAFF PRESENT: Rebecca Owens (Associate Planner)

1) CALL TO ORDER:

Chair Smith called the meeting to order at 7:02 PM.

A. Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements
Ms. Owens reviewed the executive order requiring public audio and video access and options for participation. A Roll Call of Board Members who participated remotely is listed above. Mr. Below was appointed to serve as a regular member in place of Ms. Akhtar.

2) APPROVAL OF MINUTES: January 5, 2021

Amendments: Mr. Schnur recommended a correction on page 3, to change “accidents” to “traffic” on line 21. Ms. McCormick noted a correction on page 1, line 19, that it was Mr. Schnur and not Mr. Kelleher who nominated her as Vice Chair.

Mr. Heistad MOVED to approve the minutes as amended.

Seconded by Ms. McCormick.

Roll Call Vote: Members voting in favor included Mr. Heisted, Ms. McCormick, Mr. Schnur, Mr. Below, Mr. Kelleher, and Chair Smith.

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

Minutes approved with amendment.

3) OPEN TO THE PUBLIC:

4) STUDY ITEMS:

B. Updates from Other Boards

- Planning Office - Planning Staff

No updates on new projects. The Planning Board’s review of a set of proposed amendments to Development Regulations, including as relates to ped-bike safety has been continued to the February work session.

- Safe Routes to School - Planning Staff/Police Staff

No updates.

- City Council – Erling Heistad

Mr. Heistad reported that City Council had approved placing proposed zoning ordinance amendments on the ballot.

- Planning Board/CIP – Gregorio Amaro

Mr. Amaro joined the meeting and was introduced as a new member of the Committee, representing the Planning Board.

- Police Reports - Alan Schnur

Mr. Schnur reported that while the accident report for December shows zero collisions, for a year-end total of 6 collisions in 2020. There is still a discrepancy between the City Manager's Report and the Police database, which indicates 7 collisions. He has not received updated data or clarifications from Lebanon Fire Department.

- Mascoma River Greenway Coalition - Colin Smith

Chair Smith noted that the MRG survey results dashboard had been circulated to various parties with affiliations to the Greenway. He also stated that the Cemetery Board of Trustees met and decided to deny the proposed Recreation project for a connector route between the Boston Lot and MRG. Recreation staff will continue looking at options for such a connection and is getting cost estimates now; one option to build in the state right-of-way did not meet the cost threshold to apply for TAP funding.

- State of NH Updates - VACANT

Chair Smith notified members of an upcoming NHDOT public meeting on I89 Exit 18/Route 120 transportation planning.

- Class VI Roads – Colin Smith

Chair Smith said that City Council continues to review recommendations and has proceeded to designate several Class VI roads at class A trails. Recent reviews include Barden Hill, Durkey and McAllister, mostly locations on the eastern boundary of Lebanon.

- Rails to Trails - VACANT

No updates.

- Communications - Ms. McCormick

Ms. McCormick indicated the next item on the calendar is on the topic of winter safety. Ms. Owens noted that this would be placed in the next LebNews edition.

5) OTHER BUSINESS:

A. TAP Round 4 LOI

Ms. Owens explained that City staff had met and reviewed potential projects to apply for Transportation Alternatives Program funding through the NHDOT but that a Letter of Intent to Apply was ultimately not submitted. She said that key factors like project readiness and cost thresholds contributed to the decision. Projects that were considered will be identified and detailed in the upcoming Multimodal Plan to help with future funding preparedness. A lot of the ideas are oriented toward extending connectivity through West Lebanon. In the interim, some citizens are asking if Seminary Hill should be highlighted as the primary connection though its incline, narrow shoulders and protruding storm grates are not ideal. Mr. Schnur asked if Public Works has been approached about utilization of more bike-friendly grates.

B. CHaD grant

C. Bike Friendly Community

D. UV E-Bike Lending Library

Ms. Owens described an opportunity for Lebanon to participate, as a guest to Hanover, in the 2021 e-bike lending program via Local Motion, a Vermont outfit. She listed several VT and NH towns that successfully participated last year and from which Lebanon can learn. Potential host sites in Lebanon have been reviewed with Recreation staff and funding has been secured. Pat Walsh Park is one candidate location as it has shelter, parking and electricity and is near the rail trail. The Lebanon rotation would be three weeks in July. The main near-term need is to recruit Lebanon volunteers to be trained on the five or so e-bike models, support reservation of the equipment, provide demonstration/orientation to those who use the bikes and then accept returned equipment. In many of the towns, the effort has been spearheaded by energy committee members. Mr. Kelleher and Ms. McCormick volunteered to stay involved as details develop. Mr. Heisted said he is interested in e-bikes and supports the effort.

Miscellaneous discussion by the committee ensued. It was noted that NHDOT is looking at a guardrail replacement project along Route 120 but no locations or details had been provided. There was interest in keeping the Northern Rail Trail's need for funding and volunteers on the radar. Ms. Owens was asked to send a reminder to members with a list of items to review at the March meeting with Public Works.

Members were asked if they had any final updates. Mr. Kelleher commented that he respected that the Cemetery Board of Trustees had a clear stance on the Old Pine Tree Cemetery Road connector proposal and that they regard themselves as stewards. Mr. Heisted concurred. Doug Boisvert, a member of the public on the meeting, said that he hopes it is the end of the discussion but wanted to clarify that any cyclists visiting the cemeteries on appropriate business would not be asked to leave. The Recreation and Parks Department will be installing a fence at the subject cemetery.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

- LebNews – February winter safety communication
- Special Assessment District project update (Ms. Owens)
- Fill open Ped-Bike regular member position
- Review of Bike Friendly Community designation, due in 2021 (working group)
- Get clarifications on LFD EMS data (Mr. Schnur)
- Review the Committee's webpages for updates (working group)
- Explore a central document repository for the Committee (Ms. Owens)

7) ADJOURNMENT:

A Motion by Mr. Heisted to adjourn the meeting.

Seconded by Mr. Kelleher.

Roll Call Vote: Members voting in favor included Ms. McCormick, Mr. Schnur, Mr. Amaro, Mr. Below, Mr. Kelleher, Mr. Heisted, and Chair Smith.

****The vote on the MOTION was unanimously approved (7-0).***

The meeting was adjourned at 8:25 PM.

Prepared by Rebecca Owens, Planning Staff