



**LEBANON PEDESTRIAN & BICYCLIST ADVISORY
COMMITTEE
JUNE 3, 2025 - 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: 482 772 020#). If you have trouble accessing this meeting, please [email Catheryn Hembree](#).

2. Approval of Minutes

- A. May 6, 2025

3. Open to the Public

4. Study Items

- A. Complete Streets Policy
B. Plan Summer Bike and Learn Events
C. Updates from Other Boards
- Planning and Development
 - Planning Board
 - City Council
 - Police Reports
 - Mascoma River Greenway Coalition
 - West Lebanon and Hanover Greenway (WaHG)
 - Class VI Roads
 - Communications Plan

5. Other Business

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 who 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 disrupt virtual or phone connection(s), the meeting will continue without remote access capabilities.

Any person with a disability who wishes to attend this public meeting and needs additional accommodation, please contact the ADA coordinator at City Hall by calling 603-448-4220 at least 72 hours in advance so that the City can make any necessary arrangements.

DRAFT

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING MINUTES
COUNCIL CHAMBERS– CITY HALL &
REMOTE VIA VIRTUAL PLATFORM LebanonNH.gov/LIVE
7:00 PM, MAY 6, 2025**

MEMBERS PRESENT: Colin Smith (Chair); Tim Gilbert; Erling Heistad (City Council); Kellen Appleton; Nelson Rooker (Alt); Marie McCormick; Ben Swanson (Alt)

MEMBERS ABSENT: Jared Toon (Alt); George Sykes (City Council, Alt); Adams Carroll; Sean Dittrich (Vice Chair)

STAFF PRESENT: Catheryn Hembree (Associate Planner)

1 **1) CALL TO ORDER:**

2
3 Chair Smith called the meeting to order at 7:00 PM.

4
5 *Mr. Swanson sat as a full member.*

6
7 **2) APPROVAL OF MINUTES**

8 **A. April 1, 2025**

9
10 *A MOTION was made by Ms. McCormick to approve the meeting minutes of April 1, 2025, as amended.*
11 *Seconded by Mr. Rooker.*

12
13 **AMENDMENTS:**

14 *To note that Mr. Gilbert was not present.*

15
16 **The vote on the MOTION was approved (6-0).*

17
18 **3) OPEN TO THE PUBLIC:**

19
20 None at this time.

21
22 **4) STUDY ITEMS**

23 **A. Ways to Go Event**

24
25 Ms. McCormack explained that Lebanon Record Your Trips will be live for the entire month of May and
26 there will be a raffle for those entered at the end of the month. Bike to Work Day/Curb Your Car
27 Day/Ways To Go Day is coming up on Friday May 16th.

28
29 **B. Complete Streets Policy**

30
31 Ms. Hembree stated that the Commission previously classified Lebanon streets into five categories: rural
32 connection, quiet streets, local connectors/links, thru streets, and Class VI roads. The Commission
33 continued to work on the descriptions for these categories. The Commission reviewed the Policy sections
34 for Public Participation, Context Sensitivity, Stormwater, and Measures of Success.

35
36 Alan Schnur suggested seeking information on how successful measures were from the previous plan.
37 Ms. Hembree stated that she heard it was not heavily used in the past but there seems to be interest on

1 using the current iteration of the plan that the Commission is working on. Amendments and additions
2 were made.

3
4 C. Updates from Other Boards

- 5 • Planning and Development

6
7 Nothing new to report at this time.

- 8
9 • Planning Board

10
11 Nothing new to report at this time.

- 12
13 • City Council

14
15 Nothing new to report at this time.

- 16
17 • Police Reports

18
19 Ms. Hembree stated that there were no ped/bike crashes in March and the April data is not out yet.

- 20
21 • Mascoma River Greenway Coalition

22
23 Chair Smith stated that he spoke to Paul Coats regarding the Greenway extension. The DOT official
24 abandonment process is stalled, and the City plans to ask Executive Council for help. The grant is at risk
25 with the longer this process takes to carry out.

- 26
27 • West Lebanon and Hanover Greenway (WaHG)

28
29 Chair Smith stated that the volunteer group has raised \$60,000-\$70,000 and the City has contracted for a
30 feasibility study. The study should be carried out by the end of the year and will explore alternative
31 routes.

- 32
33 • Class VI Roads

34
35 Nothing new to report at this time.

- 36
37 • Communications Plan

38
39 Nothing new to report at this time.

40
41 **5) OTHER BUSINESS**

42
43 None at this time.

44
45 **6) FUTURE AGENDA ITEMS**

46
47 None at this time.

48
49 **7) ADJOURNMENT:**

50
51 *A MOTION was made by Mr. Heistad to adjourn the meeting. Seconded by Mr. Gilbert.*

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

53

- 1 **The meeting was adjourned at 8:43 PM.**
- 2
- 3 Respectfully submitted,
- 4 Kristan Patenaude, Recording Secretary

18 May 2025

Alan Schnur DRAFT comments:

**LPBAC COMPLETE STREETS POLICY (DRAFT)
MEASURES OF SUCCESS SECTION**

Measures of Success: Implementation of Complete Streets shall be regularly ~~evaluated~~reviewed to identify for ~~successes~~ and opportunities for improvement. An annual review exercise will be carried out looking at the indicators below. A more detailed evaluation will be carried out after three years, and again after five years. Progress in implementation of Complete Streets will be measured for some indicators against a baseline of the annual average for the three year period, 2021 to 2023, and against targets for the other indicators, as shown in the table below. Ad hoc surveys will also be used, as appropriate. Procedures will be put in place to capture the data needed to assess the indicators on at least an annual basis. This policy encourages the evaluation of progress, including the following parameters when appropriate:

INDICATORS	ASSESSMENT CRITERIA
User data – bike, pedestrian, transit, and traffic	Change from the 2021-2023 baseline.
<u>Pedestrian and bicyclist</u> Crash data	Change from the 2021-2023 baseline.
<u>Proportion of Use of</u> new projects <u>reviewed by the Lebanon Planning Commission that (a) included review of pedestrian and bicyclist aspects; and (b) met the criteria included in the Complete Streets Policy by mode</u>	<u>Proportion of projects approved by the Lebanon Planning Commission that (a) were adequately reviewed; and (b) met Complete Streets Policy criteria. Target: at least 95% for each.</u>
<u>Lebanon citizen</u> Compliments and complaints	Analysis of positive and negative comments
Linear feet of pedestrian accommodations built	Change from the 2021-2023 baseline.
Number of ADA accommodations built (<u>?? Needs to be better defined?</u>)	
Miles of bike lanes/trails built or striped	Change from the 2021-2023 baseline.
Number of transit accessibility accommodations built (<u>?? Needs to be better defined?</u>)	
Number of street trees planted	Change from the 2021-2023 baseline.
<u>Number of sidewalks, bicycle lanes that are maintained in good condition.</u>	<u>Survey data (survey to be designed as appropriate)</u>
<u>Assessment of any intersections, crosswalks where a cluster of pedestrian or bicyclist involved crashes occurred.</u>	<u>Survey data (survey to be designed as appropriate)</u>