



**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
REGULAR MEETING AGENDA
West Meeting Room, City Hall
Thursday, October 10, 2019
7:00pm**

1. CALL TO ORDER:

2. APPROVAL OF MINUTES:

A. SEPTEMBER 3, 2019

Documents:

[Pedbike_Item 2_9.3.19 Mins.pdf](#)

3. STUDY ITEMS:

A. Updates from Other Boards:

- Planning Office - Planning Staff
- Safe Routes to School - Planning Staff/Police Staff
- City Council - Erling Heistad
- Planning Board/CIP Meeting - Karen Zook
- Class VI Roads - Colin Smith
- Police Reports - Alan Schnur
- Mascoma River Greenway Coalition- Colin Smith
- Rails to Trails - VACANT

B. Ped-Bike Plan Examples

4. OTHER BUSINESS:

- A. Bike Racks – Mall & Kilton
- B. West Lebanon Visioning Charrette
- C. Educ./Encouragement
- D. Communications Plan
- E. UVLSRPC updates (GACIT, corridor plan, state ped-bike plan)

5. FUTURE AGENDA ITEMS:

- CIP 2020-2026 Projects (Miracle Mile/LISTEN crossing, others)
- Friends of the NRT / long-term maintenance coordination
- Road Resurfacing Projects: NHDOT
- Bikeshare Programs

6. OPEN TO THE PUBLIC:

7. ADJOURNMENT

Any person with a hearing disability who wishes to attend this public meeting and needs the services of either a sign language interpreter or special equipment (FM system), please contact the Planning Office at 603-448-1457 at least 72 hours in advance so the City can make any necessary arrangements. All plans are available for review Monday-Friday from 8:00AM to 4:30PM at the City of Lebanon Planning Office, City Hall, 51 North Park Street, Lebanon. For more information about what is happening with these applications and in the City, please visit our website at www.lebanonnh.gov

**AGENDA
PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
OCTOBER 10, 2019**

**AGENDA ITEM #2
APPROVAL OF MINUTES**

SEPTEMBER 3, 2019

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PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE
TUESDAY, SEPTEMBER 3, 2019
CITY HALL, WEST MEETING ROOM
7:00 PM

MEMBERS PRESENT: Colin Smith (Chair), John Kelleher (Vice-Chair), Erling Heistad (City Council), Alan Schnur, Clifton Below (Alt), and Alex Belenz (Alt.), Marie McCormick

MEMBERS ABSENT: Karen Zook (Planning Board), Sarah Crysl Akhtar, Megan Chapman,

STAFF PRESENT: Rebecca Owens (Associate Planner)

OTHERS PRESENT: Ms. Mary Davis, Mr. Dick McKay

1 **1. CALL TO ORDER:**

2
3 Chair Smith called the meeting to order at 7:03 PM.
4
5 Alex Belenz was appointed as a regular member in the absence of Marie McCormick at the meeting start
6 time.
7

8 **2. APPROVAL OF MINUTES: August 6, 2019**

9
10 *Councilor Heistad MOVED to approve the July 2, 2019 Minutes as written and presented in the*
11 *September 3, 2019 agenda packet.*
12 *Seconded by Vice Chair Kelleher.*
13 **The MOTION was approved (6-0). Councilor Below was not present for this vote.*
14

15 **3. OPEN TO THE PUBLIC:** Taken out of order to accommodate a member of the public.

16
17 Ms. Mary Davis came before the Committee to express her concern about the dangerous
18 conditions that speed bicyclists are causing on the Rail Trail along Mascoma Street underpass to
19 High Street and on the Old Pine Tree Cemetery Road, noting that they give you no warning
20 when speeding by and are oblivious to what is going on around them. After describing her
21 encounters and the potential hazards they pose to other pedestrians (i.e., people from Harvest
22 Hill who use walkers or canes, tykes on training wheels, baby carriages, etc.) she asked the
23 Committee to strongly consider where the cutoff should be for these speed bikes; that bikes have
24 some type of identification (e.g., big license plate) so people can report a biker if there is a
25 problem; that bikes have a warning device on them (horn or bell) to let you know they are
26 coming up behind you; and suggested a possible speed limit, not only for bikers safety, but all
27 the rest of those who share these trails. She strongly emphasized that if something is not done,
28 someone is going to get hurt.
29

30 Chair Smith thanked her for coming and is aware of some of the things that are going on along the Rail
31 Trail, noting there is a huge increase in e-bikes (electric bikes), which are some of the ones that are going
32 really fast. There is now new legislation that the State just passed to classify and restrict some of the
33 different e-bikes. The Lebanon Recreation Department is also looking into how to control the usage of e-
34 bikes as well, noting that some of the faster e-bikes will not be allowed on the Mascoma River Greenway

1 (MRG) or the Rail Trail. The Recreation Department is also looking at signage to put on the MRG to
2 encourage more respectful usage by all bicyclists.

3
4 The Committee will follow-up with the Recreation Department regarding signage on the MRG.

5
6 Mr. Dick Mackay (Chairman, Northern Rail Trail) said he was asked to come to this meeting to comment
7 on what should be the next steps for the Northern Rail Trail.

8
9 In response to Mr. MacKay's question about where the lease stands between Rymes and the
10 State, Ms. Owens said she will follow-up on this.

11
12 The Committee and Mr. McKay discussed networking for future maintenance projects and volunteer
13 coordination; the projects that would be taking place along the Northern Rail Trail, such as ditching for
14 drainage; the condition of the trail (e.g., from bikers); decking on the bridge; the possibility of
15 reinstating Adopt a Mile and Friends of the Rail Trail; the impact that losing Ken Warren's
16 contributions would have on the Northern Rail Trail because he does all the hard work; and confronting
17 the e-bike situation.

18
19 After Mr. McKay left, the Committee held more discussions regarding the speed of different e-bikes and
20 posting speed limit signage on the MRG, the State's E-Bike Regulations, and having the Lebanon Police
21 Department become more involved with speeding bicyclers. Ms. Owens felt the easiest approach would
22 be to focus on speed, regardless of bike-type. Chair Smith suggested that the Committee coordinate
23 signage along the MRG with the Lebanon Recreation Department and the Friends of the Lebanon
24 Recreation Department. Ms. Owens will follow-up on this and recycle her findings back to the
25 Committee.

26
27 **4. STUDY ITEMS:**

28 **A. Updates from Other Boards:**

29 **Planning Office** – Mr. Rebecca Owens updated the Committee on the following.

- 30
- 31 • She has an updated list of City & State Projects (i.e., road and bridge reconstruction, CSO's,
32 round-a-bout) if anyone is interested
 - 33 • Centerra Parkway was just repaved, noting there is not an easy way to add a crosswalk from
34 where the existing sidewalk is located to the CO-OP.
 - 35 • The Alteria Path, going to Centerra Parkway, will be constructed over the next 2-3 weeks in
36 September and showed a site map where this would be happening. The Planning Staff has
37 been trying to talk to the NHDOT about helping with a cross walk but have not heard back
38 from them.
 - 39 • Updates on the 12A sidewalk projects were presented.
 - 40 • Speed tables will be installed along Heater Road.
 - 41 • The West Lebanon Visioning Charette will be taking place this fall. A kick-off meeting will
42 be held on September 19, 2019. The actual Charette will be a two-day event on October 18
43 & 19, 2019.

44 **Safe Routes to School** – Planning Staff/Police Staff : **No Report.**

45 **City Council** – Erling Heistad updated the Committee on the following City Council activities:

- 46
- 47 • City Hall renovations.
 - 48 • Solid Waste Landfill Fees.
 - 49 • Police & Fire Chiefs reported on the City's Critical Incident Preparedness.

- 1 • Airport Review Policies that had not been changed since the early 90's. The fees have gone
- 2 up for rental space at the Airport.
- 3 • Airport TIF District.

4
5 **Planning Board/CIP Meeting – Rebecca Owens:**

6 Ms. Owens is getting some of the questions sorted out but noted that it is more important for the
7 Committee to look at the proposals and the costs themselves rather than the timing. She also advised the
8 Committee to focus more on the content and questions that are Ped/Bike related.

9
10 **Class VI Roads – Colin Smith – Not meeting.**

11
12 **Police Reports – Alan Schnur – In the month of July.**

13 Mr. Schnur reported that there were zero (0) crashes involving pedestrians and bicyclists for the month of
14 July and praised LPD's new summary report format with year-to-date and prior report numbers.

15
16 **Mascoma River Greenway – Colin Smith**

17 Chair Smith reviewed Paul Coats bucket list, which included installation of benches on the MRG; three
18 kiosk kits, which are ready to be assembled, and the grading and resurfacing of the Riverside Trail along
19 Glenn Road.

20
21 Ms. Owens described Planning and Recreation staff's work with Public Works to use the Glen Road
22 resurfacing project between Seminary Hill and the stone arch to restripe the road with a sharrow on the
23 north side and one-way bike shoulder on the south side, with future vision to expand that shoulder to be
24 2-way. Striping will be done in September and Planning will recommend signage.

25
26 Ms. Owens read a summary of letters sent from the City Manager and Planning on behalf of Ped-Bike to
27 the NHDOT calling on the State to reverse its proposed speed limit increases along some areas of Rte.
28 120. Plainfield will be holding a Public Hearing that Ms. Owens plans to attend.

29
30 **Rails to Trails – Covered in the Open to the Public section at the beginning of the meeting.**

31
32 **B. Lahaye Drive Path TAP Project Update:**

33 Ms. Owens reviewed the site map of the Lahaye Drive walkway with the Committee, noting the
34 preliminary design is complete and NHDOT is reviewing it while the consultant completes related tasks.

35
36 **C. Ped-Bike Plan Examples:**

37 Ms. Owens presented a quick overview of the potential topics to cover in a scope of work for the
38 proposed Lebanon Ped-Bike Plan. This plan will be a two-phased approach and will include components
39 and resources from other areas and information from the State. She informed the Committee about the
40 Complete Streets Act being proposed at the Federal level that would require States to actually have
41 policies. She offered to share her proposed Ped-Bike Plan research matrix with Committee members but
42 no input is needed at this point.

43
44 On September 18, 2019, the draft State Ped-Bike Plan project will have its final Upper Valley meeting at
45 the Regional Planning Commission (10 Water Street) at 5:00 PM. This is open to the public.

46
47 There will be a GACIT (Governor's Advisory Commission on Intermodal Transportation) Public Hearing
48 for Lebanon residents on September 11, 2019, City Hall, Council Chambers, starting at 6 PM to receive
49 public input and give updates on the State's Ten Year Transportation Improvement Plan. Ms. Owens
50 stated Lebanon needs to have more weight with GACIT, given what other regions have achieved through
51 their Ten Year Plans.

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5. OTHER BUSINESS:

A. Bike Rack Requirements and Mall Location:

Vice Chair Kelleher received a quote in the amount of \$2,500 from Blue Collar Artisans in East Hampton, MA, for the design that everyone likes (03766). The deliver fee was quoted at \$200, with a delivery time of 4 weeks. Costs above do not include installation. He is expecting another quote from a company named Dero. Josh Tuohy, proprietor of Salt Hill Pub, is interested in contributing to the bike racks, but a dollar amount was not mentioned. The issues to yet be resolved are the installation of the bike rack (inground or bolted above ground) and if it would be possible to have the bike rack installed before the cold weather sets in.

The Committee discussed potential location(s) for the bike racks, the number of bikes the rack would accommodate, acknowledging contributors, color preferences and finishing materials of the bike rack(s), and reaching out to Omer & Bob’s for their thoughts on placement of a bike rack and a possible contribution.

Vice Chair Kelleher will get more information and present his recommendations to the Committee for their review.

**B. Educ./Encouragement: Hop on Bus Workshop, business partnerships:
No Report.**

C. Communications Plan: VNews, reflective souvenirs, social media:

The Committee has now formed a working group to brainstorm a Communications Plan. Ms. Marie McCormick, Mr. Alan Schnur, and Vice Chair Kelleher have volunteered to be part of this working group.

Ms. Owens sent the Bike Friendly Community Application to Alan because Lebanon’s designation needs to be renewed eventually, and because gleaning education requirements could influence the Communications Plan.

D. NHPedBikePlan.com – Final Lebanon Public Meeting @UVLSRPC, 5 PM, September 18, 2019.

Councilor Below arrived at 8:55 PM.

6. FUTURE AGENDA ITEMS:

- CIP 2020-2016 Projects.
- Friends of the NRT (Northern Rail Trail): Long-term maintenance coordination.
- Road Resurfacing Projects: Glen Road, NHDOT.
- Miracle Mile: LISTEN safety Countermeasures and Crossing.
- Bikeshare Programs.
- Communications Plan.

7. ADJOURNMENT:

Ms. Marie McCormick MOVED to adjourn the meeting.

Seconded by Councilor Heistad.

** The MOTION passed (7-0).*

The meeting was adjourned at 9:00 P.M.

- 1
- 2 Respectfully submitted,
- 3 Dona E. Gibson, Recording Secretary