

**AGENDA  
PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
JULY 2, 2019**

**AGENDA ITEM #2  
APPROVAL OF MINUTES**

**JUNE 4, 2019**

DRAFT

**PEDESTRIAN & BICYCLE ADVISORY COMMITTEE**  
**TUESDAY, JUNE 4, 2019**  
**CITY HALL, WEST MEETING ROOM**  
**7:00 PM**

**MEMBERS PRESENT:** John Kelleher (Vice-Chair); Erling Heistad (City Council); Alan Schnur; Marie McCormick; Megan Chapman; Sarah Crysl Akhtar; Clifton Below (Alt)

**MEMBERS ABSENT:** Colin Smith (Chair); Kenneth Warren (Friends of Northern Rail Trail); Shane Smith (Alt. Council Representative)

**STAFF PRESENT:** Rebecca Owens (Associate Planner); Shaun Mulholland (City Manager)

**OTHERS PRESENT:** Alex Belenz

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1 **1) CALL TO ORDER:**

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3 Vice-Chair Kelleher called the meeting to order at 7:00 PM.

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5 Clifton Below was appointed to vote in place of Colin Smith.

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7 **2) APPROVAL OF MINUTES:** May 7, 2019

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9 Page 1, line 22, delete "on May 26<sup>th</sup>"; line 24 to read, "Rebecca described the walk to school activities  
10 taking place at Lebanon Elementary Schools."; line 32, to read, "There were no crashes involving  
11 pedestrians or bicyclists in March." Page 2, line 8, delete April 6; Page 4, line 14, to read, "Ms.  
12 McCormick suggested that streetlight maps could be available..."

13  
14 ***MOVED by Alan Schnur to approve the May 7, 2019 Minutes as amended. Seconded by Erling***  
15 ***Heistad.***

16 ***\*The MOTION was approved (6-0). Megan Chapman abstained.***

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18 **3) STUDY ITEMS:**

- 19  
20 **A. Miracle Mile/LISTEN Safety Countermeasures and Crossing** – City Manager Shaun  
21 Mulholland updated the members on the status of the Miracle Mile project. The City applied for  
22 \$200,000 grant to leverage a potential \$1M to improve pedestrian sidewalks in the area along  
23 Miracle Mile. The City also worked with Advance Transit to get additional funds for a better bus  
24 stop. The DPW is working on the design plan for a crosswalk at Listen Center. This would  
25 include an island in the middle of road with sidewalk extending from the driveways on either side  
26 of the road. It would be a \$250K project, but no funds have been appropriated yet. Since the  
27 project involves signals, streetlights, a crosswalk, an island and sidewalks, they can't get it done  
28 quickly. It involves moving poles and guide wires, and the Miracle Mile owners have not agreed  
29 to using some property on their side. They could propose to the City Council some interim  
30 options, i.e. paint a crosswalk, install flashing lights, a new streetlight, and signage. It would be a  
31 small project for someone to do this summer, but they are not likely to find anyone to do it on  
32 short notice. Most contractors are fully booked. The real need is for safe havens on both sides,  
33 which would be difficult to keep clear in the winter. People will be walking in the breakdown

1 lane and may be at more risk than they are now. The City is moving as quickly as possible. Ms.  
 2 Akhtar noted it is an urgent problem and asked when the project was brought to the City Council.  
 3 Mr. Schnur referred to the crosswalks on Bank Street, which at least provide a right of way for  
 4 pedestrians. Mr. Below noted that J-walking is not prohibited, and drivers must stop for  
 5 pedestrians that are crossing. The current plan for the crossing was displayed, and Manager  
 6 Mulholland explained the current design plan, which would be updated to include full sidewalks  
 7 on both sides of the road. Some items need to be on private property of the Miracle Mile. Ms.  
 8 Owens stated that the DPW has researched all aspects of the project. Ms. McCormick asked if  
 9 more could be done with signs for this year. Manager Mulholland stated that the Council would  
 10 hear both sides and make a decision. Mr. Kelleher expressed the need for a temporary  
 11 understanding. Manager Mulholland reiterated the Council could approve the funds for the  
 12 temporary crossing, which is a small job hoping someone would be willing to fit it in and finish it  
 13 the following year. A major factor is that it is a state road. Mr. Schnur referred to a Greg Norman  
 14 presentation on accident prevention, which offered \$25K for a temporary solution like the one for  
 15 reaching the Greenway with current construction on the bridge. It is another place it is dangerous  
 16 for pedestrians.

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**B. Updates from Other Boards**

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- 20 1. **Planning Office** - Rebecca Owens explained the Centerra/DHMC notice of regional impact  
 21 regarding the parking lot expansion near Jesse's and a new tower project on the main campus. It  
 22 raises issues over the potential increase in traffic and the impact on pedestrians and bicyclists.  
 23 There will also be a new Advance Transit bus stop. The project will add 127 more parking  
 24 spaces. Ms. Chapman noted people are already using the breakdown lane as a turn lane. Ms.  
 25 Owens added that a site is being sought for a biomass plant near there on Route 120, but there are  
 26 no project updates.
- 27 2. **Safe Routes to School** – Ms. Owens made an inquiry to the Police Department but hasn't heard  
 28 back yet.
- 29 3. **City Council** – Erling Heistad reported approved two block grants, River Valley College and  
 30 Headrest to create more space. They also approved City Manager Mulholland entering an  
 31 agreement with River Valley Community College for a Parks and Recreation office. The old  
 32 space will be renovated for new IT space and a box office space for the Lebanon Opera House.
- 33 4. **Planning Board** – Ms. Owens added that David Brooks is working on the right of way approvals  
 34 for the 12A sidewalks. The Planning Board Rep for Ped-Bike will now be Karen Zook.
- 35 5. **Class VI Roads** – Colin Smith – not present
- 36 6. **Police Reports** – Alan Schnur – There were no crashes involving pedestrians or bicyclists in  
 37 April. Mr. Schnur reported that he and Mr. Kelleher had an informal meeting at DHMC regarding  
 38 the Injury Prevention Center data from DHMC on the history of incidents. They provided some  
 39 preliminary information on the last two years, which recorded 81 bicyclists and 56 pedestrians  
 40 with trauma reports. They are able to sort them by zip codes. Due to privacy issues, it is only  
 41 aggregated data and does not include Alice Peck Day. Ms. Akhtar asked if they can state what  
 42 percent involves impairment. Mr. Schnur didn't know if they could do that, but he will have more  
 43 information later. Mr. Kelleher noted that DHMC wasn't originally thinking of Rail Trail, but  
 44 they are focused on it now. Ms. Owens asked that Mr. Schnur inquire about incidents involving  
 45 electric bicycles. Mr. Kelleher stated that they are focused on electric bikes and include them in  
 46 their statistics.
- 47 7. **Mascoma River Greenway** – Colin Smith – not present

- 1           8. **Rails to Trails** – Ken Warren – not present - Ken Warren is stepping down but would like to  
2 present with Dick McKay on some next steps for the Rail Trail. The members were signing a card  
3 for him. The Council is passing a resolution tomorrow night to recognize Ken’s contributions.  
4 Mr. Below stated that there were originally representatives from each community through Friends  
5 of the Northern Rail Trail. He gave a history of beginnings of the rail trail regarding maintenance  
6 with representatives from the local towns. Over time, that participation dwindled. Ms. Akhtar  
7 suggested working with high school students for signage as an educational project for students to  
8 create something to inform those using the trail and ways to contribute. Mr. Schnur asked about  
9 the City being involved in maintenance. Ms. Owens asked about working with Hypertherm. The  
10 members discussed ways to maintain the Rail Trail and find leadership. It was agreed to make  
11 “Update of the Rail Trail Status” a regular monthly item.  
12

13 **4) OTHER BUSINESS:**

- 14           1. **PBAC membership updates** – Alex Belenz is waiting to be interviewed as a member.  
15           2. **Education/Encouragement: Curb the Car Day, Bike Rodeo debriefings** – Ms. McCormick  
16 reported that despite the weather, it was a successful day. Mr. Kelleher shared that a man at  
17 Kilton Library put his bike up that he had motorized. It cost \$600-800 to motorize any bike, and  
18 he handed out directions with sources for parts and procedure to do it yourself. Ms. Owens noted  
19 that one must be careful. There is a need for more information for the public on manufactured  
20 versus homemade electric bikes in terms of safety. Mr. Schnur stated there are different  
21 categories for the electric bikes. The Bike Rodeo was well attended with 105 registrations plus  
22 parents and was very successful. Mr. Below added that the Police Department was involved. The  
23 members agreed that Ms. Owens did an excellent job of organizing. They will need a coordinator  
24 for next year, and it is a big job.  
25           3. **Mall Tunnel Wayfinding** – Ms. Owens discussed the many pathways and noted that more  
26 signage is needed for pedestrians for trails and crossings, particularly near CCBA, Taylor Street,  
27 and Spencer Street. Mr. Below displayed a map to explain the position of crosswalks and paths  
28 that can be used from the Rail Trail to the Tunnel. There is definitely a need for signage for  
29 wayfinding. Ms. Akhtar suggested having a high school student group paint a map on the wall  
30 coming out of the tunnel. If it is a City project, it could be done by community members. Mr.  
31 Below noted one section that should be widened coming right off the Rail Trail in front of CCBA  
32 so a bicycle could go in either direction. Ms. Owens said it is important to have wayfinding to all  
33 the various trails, and Planning Staff will mark up the way they think paths and features should  
34 be. Mr. Below stated that the City may be reconfiguring the entire Taylor Street and parking lot  
35 area. Ms. Akhtar asked if the consultants would be considering what the people want. Ms. Owens  
36 stated they are taking all input into account and things are continually changing. Mr. Kelleher  
37 observed this committee could have valuable input. Ms. Owens noted the next review is in July.  
38 Ms. Akhtar asked if AVA could be involved. Mr. Below suggested that Hypertherm might donate  
39 some plasma cut signs.  
40           4. **Communications: Valley News, reflective souvenirs, social media**  
41 Mr. Kelleher opened the discussion of public relations, noting there are many issues related to  
42 communication and the importance of getting information out about the work the committee does.  
43 There are means of communication available that could enhance the committee’s profile. Mr.  
44 Schnur stated the importance of educating the public, both pedestrians and bicyclists, by  
45 disseminating resources and safety. Ms. Akhtar suggesting using the local radio station. Ms.  
46 Owens offered they may want to target people with specific issues like safety, and the public  
47 could be invited to attend Ped-Bike meetings to discuss their concerns. Ms. Akhtar suggested  
48 targeting specific needs, like the need for people to maintain the Rail Trail and interviewing Colin

1 and Rebecca on public radio. Mr. Below suggested using the center pull-out of Lebanon Times to  
2 feature a special topic or having a Ped-Bike column. Ms. Akhtar noted the importance of reaching  
3 younger people in ways they are communicating and receiving information. Ms. Chapman shared  
4 that the State has an online on [nhpedbikeplan.com](http://nhpedbikeplan.com) with an interactive map with access by phone  
5 to make suggesting and comment on bike routes.

6  
7 Mr. Kelleher shared that an artist in Northampton, MA, who would design a bike rack for  
8 Lebanon, and could get a quote from him.

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10 **5) FUTURE AGENDA ITEMS:**

- 11 **1. Ped-Bike Plan & Wikimap**
- 12 **2. Development Regulation Review**
- 13 **3. Lahaye Drive Path TAP Project Update**
- 14 **4. NHDOT Paving Projects**
- 15 **5. Bikeshare Programs**
- 16 **6. E-Bikes (road and mountain)**
- 17 **7. Bike Rack Requirements and Mall Location**

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19 **6) OPEN TO THE PUBLIC:**

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21 **5) ADJOURNMENT:**

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23 *MOVED by Megan Chapman to adjourn the meeting at 9:07 p.m. Seconded by Marie McCormick.*

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

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26 Respectfully submitted,  
27 Holly Howes, Recording Secretary

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