

**PEDESTRIAN & BICYCLE ADVISORY COMMITTEE**  
**TUESDAY, APRIL 7, 2020**  
**REMOTE MEETING – MICROSOFT TEAMS (CALL-IN ONLY)**  
**7:00 PM**

**MEMBERS PRESENT:** Colin Smith (Chair); John Kelleher (Vice-Chair); Erling Heistad (City Council); Alan Schnur; Marie McCormick; Alex Belenz (Alt);

**MEMBERS ABSENT:** Karen Zook (Planning Board); Clifton Below (Alt); Sarah Crysl Akhtar

**STAFF PRESENT:** Rebecca Owens (Associate Planner)

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**1) CALL TO ORDER:**

Chair Smith called the meeting to order at 7:05 PM. A Roll Call of Board Members who participated remotely is listed above. Alex Belenz was appointed to serve as a regular member.

**Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements.** Chair Smith reviewed the executive order requiring public audio and video access and options for participation.

**2) APPROVAL OF MINUTES: March 5, 2020**

***Mr. Heistad MOVED to approve the minutes as amended.  
Seconded by Mr. Kelleher.***

Amendments:  
P3 line 30, replace “plans” with “projects”

***Roll Call Vote:***

***Members voting in favor included Mr. Smith, Mr. Heisted, Mr. Kelleher, Ms. McCormick, Mr. Schnur, and Mr. Belenz***

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

**3) OPEN TO THE PUBLIC:**

**4) STUDY ITEMS:**

- A. Updates from Other Boards
- Planning Office - Planning Staff

Ms. Owens stated that a new Planning Board sub-committee for review of draft Development Regulation amendments will start meeting in April.

- Safe Routes to School - Planning Staff/Police Staff
- No Updates.

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- City Council – Erling Heistad

Mr. Heistad did not have items to report.

- Police Reports - Alan Schnur

Mr. Schnur reported that in February 2020, police data shows one crash involving ped-bike user(s), and that data shows three total such incidents year-to-date, implying that there were two crashes in January. No details are available. There was discussion to consider whether more or fewer people may be active in walk-bike modes due to COVID-19 and if that may affect accident numbers moving forward.

- Mascoma River Greenway Coalition - Colin Smith

The Upper Valley Lake Sunapee Regional Planning Commission, including with staff member Mr. Belenz's assistance, is spearheading stakeholder outreach and development of a survey to complement the state's Rail Trail surveys and planning processes. Chair Smith has observed that many people using the MRG practice distancing, to the degree possible, and about half seem to be wearing masks. There was member discussion that six feet of distance may not be effective particularly for people in motion with high levels of exertion or those coughing. Members expressed desire to see more City communications on the issue with possible review of updated distancing recommendations and noted that the Recreation Department is a good channel for helping to reach out to active people.

- State of NH Updates – Alex Belenz

Mr. Belenz noted that the state's Ped-Bike Plan is wrapping up by the end of the summer and the UVLSRPC anticipates the opportunity to review a draft soon. The state's lead ped-bike staffperson, Larry Kenniston, is retiring and the City will need to find a new primary contact, if the state opens up hiring. The UVLSRPC continues to make progress with regional corridor surveys and plan drafts.

- Rails to Trails-VACANT

No update.

- Planning Board/CIP Meeting - Karen Zook

No Report.

## 5) OTHER BUSINESS:

- A. Chair Smith presented the Quarterly Report to City Council and did not receive any questions.

## 6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

- Re-share communications plan and collaboration partners list (Ms. Owens)
- Move communications plan to Study Items as standing topic for agendas (Ms. Owens)
- Create guidance for, and create a Ped-Bike working group to, review of Bike Friendly Community criteria for renewal of Lebanon's designation, due Spring 2021. Topic to be added as standing Study Item for agendas (Ms. Owens and Mr. Kelleher)
- Draft Valley News letter on pedestrian safety and considerations, including as relates to COVID-19 prevention (Mr. Schnur and Ms. McCormick)
- Draft LebNews on May is (Still) Bike Month, including to recognize local bike shops and their role as essential service in transportation sector (Ms. Owens)
- Outreach to sponsors for Bike Rodeo-to-Go Play Pack items for June 2 distribution with SAU88 and the Recreation and Parks Department (Ms. Owens)

**7) ADJOURMENT:**

***A Motion by Erling Heisted to adjourn the meeting.***

***Seconded by Marie McCormick.***

***Roll Call Vote:***

***Members voting in favor included Mr. Smith, Mr. Heisted, Mr. Kelleher, Ms. McCormick, Mr. Schnur, and Mr. Belenz***

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

The meeting was adjourned at 8:53 PM.

Prepared By,  
Rebecca Owens  
Planning Staff