

FINAL

**PEDESTRIAN & BICYCLE ADVISORY COMMITTEE
TUESDAY SEPTEMBER 1, 2020
REMOTE MEETING – MICROSOFT TEAMS (CALL-IN ONLY)
7:00 PM**

MEMBERS PRESENT: Colin Smith (Chair); Erling Heistad (City Council); Alan Schnur; Marie McCormick; Alex Belenz; Clifton Below (Alt); Thomas Martz (Planning Board)

MEMBERS ABSENT: Sarah Crysl Akhtar; John Kelleher (Vice-Chair);

STAFF PRESENT: Rebecca Owens (Associate Planner); Kristine Flythe (Recreation)

1) CALL TO ORDER:

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

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. Clifton Below was appointed to serve as a regular member in place of Ms. Akhtar.

2) APPROVAL OF MINUTES: August 4, 2020

Minutes approved without amendment.

***Mr. Heistad MOVED to approve the minutes as presented.
Seconded by Mr. Martz.***

Roll Call Vote: Members voting in favor included Chair Smith, Mr. Heisted, Mr. Schnur, Mr. Below, Mr. Martz, Mr. Belenz, and Ms. McCormick. None voted nay.

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

3) OPEN TO THE PUBLIC:

4) STUDY ITEMS:

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

Ms. Owens mentioned that there was a proposal to reuse the former mattress store building in West Lebanon on Main Street, for a social services center, based in large part due to the site’s access to multimodal transportation options, however that due to grant funding requirements, the project could not proceed.

- Safe Routes to School - Planning Staff/Police Staff

Chair Smith reported that he wrote a letter to check on plans for the fall at Lebanon’s schools, particularly Lebanon Middle School. The LMS crosswalk and path extension project from the

Ruth Shepherd Trail is progressing. He noted that LMS is now utilizing bike racks from Kilton Library's old installation.

- City Council – Erling Heistad

Mr. Heistad indicated that the City passed a mask ordinance, sold two property parcels to abutters, and updated cemetery fees. He also mentioned that the Council has a new committee for West Lebanon revitalization efforts. Mr. Below added that the committee will gather input to inform Westboro reuse planning, the Planning Department's contract with VHB to generate a streetscape plan for the village, and next steps for the City's vacant parcel at 3 Seminary Hill. Mr. Belenz said he looks forward to opportunities for these efforts to be coordinated with the regional planning commission's corridor plans.

- Planning Board/CIP - Thomas Martz

Mr. Martz confirmed staff's reports on Planning Office review projects and added that the Planning Board is also still reviewing a proposal for 44 new housing units at 258 Heater Road. Ms. Owens identified September 14th as the next meeting date for the Planning Board to review the proposed CIP budget.

- Police Reports - Alan Schnur

Mr. Schnur reported that the July monthly City Manager's report showed one new ped-bike crash for a total of five ped-bike related crashes year-to-date, based on police data. The result is that Lebanon has already exceeded its crash rate for 2019, by one collision. He indicated that he would share questions with staff to help reconcile data reporting variations between Lebanon Fire and Police departments. There are limited options for filtering the data and there is no detail on whether reports involve multiple parties or may involve one party, such as in the case of a non-collision when a cyclist hits a bump badly and utilizes EMS services.

- Mascoma River Greenway Coalition - Colin Smith

Chair Smith shared that Greenway survey data was being analyzed. Ms. Flythe provided an update on potential discontinuance of the railroad's active use status on the segment of railbed along Glen Road, from the current Greenway terminus to the skate park. She noted that it would have to be proven to the NHDOT Bureau of Rail and Transit that the segment was abandoned, and pro bono assistance from a local lawyer will assess whether such a proposal is viable. The City could then lease the segment in order to extend the Greenway. Ms. Flythe said that Recreation staff and the same lawyer are also working with Ms. Owens to seek property owner permission for public access and a traffic barrier for the currently unofficial Greenway access on the Miracle Mile.

- State of NH Updates - Alex Belenz

Mr. Belenz says that a committee is being re-established to review the state's draft ped-bike plan and complete streets.

- Class VI Roads – Colin Smith

Chair Smith noted that the Class VI committee has reviewed parcels south of Walhowdon Farm and west of Methodist Hill Road to make recommendations about Class VI roads. Mr. Heisted said that the committee is looking for input and meets on the first and third Thursday of each month.

- Rails to Trails - VACANT

Chair Smith recommended outreach to the local running club to assist with bridge repair workdays. Ms. Flythe indicated that the Friends of Lebanon Recreation already manage fund administration for the Mascoma River Greenway and could potentially do so for the Northern Rail Trail in Lebanon; Recreation staff will hold a meeting to discuss this further. Mr. Below confirmed that \$9,000 has been approved by the City for bridge re-decking and noted that the

City should review its cooperative agreement with the state Trails Bureau as relates to maintenance. In response to Ms. Owens's suggestion to look at other communities along the NRT for models.

A. Route 12A – UVLSRPC Transportation Corridor discussion

Mr. Belenz showed the committee the project website for seeking public input on the draft Route 12A corridor plan, including an interactive map that captures public comments on marked points. The draft will follow the same format used for the Route 120 draft chapter.

B. Winter Safety and Maintenance

Ms. Owens asked if members had questions/concerns about the coming winter season. Mr. Schnur emphasized the importance of maintaining accessible roadways, including for visibility so that road/sidewalk users can see each other. Chair Smith observed that the 2008 snow removal plan linked on the City website appears to be out-of-date since new sidewalks have been added in the past twelve years. Mr. Below reported that he has heard that students are not using Evans Street as a primary route to access the school on Hanover Street and that Public Works is endeavoring to track road conditions and issues with its new Beehive asset management software so that public comments can be addressed in a centralized fashion. Committee members expressed concern for additional resources to be made available for winter safety due to COVID, as some residents lose (economic) access to vehicles and similar circumstances.

C. Communications Plan Update

Ms. McCormick reviewed the current month's goals, which include back-to-school outreach, which has been confounded by abnormal school schedule and transportation logistics. She said that a sub-group of members is still working to recommend Ped-Bike webpage updates, especially to condense procedural information and resources into an accessible location. At the time of the meeting, there was not an understanding of the City's Halloween plans so related outreach was tabled.

5) OTHER BUSINESS:

- Educ./Encouragement – Refer to the Communications Plan Update.
- E-bikes – Ms. Owens shared an article on a study showing health benefits related to e-bike use and use rates in general, with overall neutral-positive impacts compared to traditional bicycling health and usage statistics.
- Bike Friendly Community – No report.

6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:

- Review of Route 10 draft letter to NHDOT (Ms. Owens)
- Winter road and sidewalk maintenance (all)
- Compare bike storage provisions in Planning Board applications to draft regulations
- Review of Bike Friendly Community criteria for renewal of Lebanon's designation, due Spring 2021 (working group)
- Get clarifications on 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 Ms. McCormick.

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

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

The meeting was adjourned at 8:40 PM.

Prepared by Rebecca Owens, Planning Staff