



**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
REGULAR MEETING AGENDA  
West Meeting Room, City Hall  
Monday, March 4, 2019  
7:00pm**

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**1. CALL TO ORDER:**

**2. APPROVAL OF MINUTES:**

**A. FEBRUARY 5, 2019**

**Documents:**

[Pedbike\\_Item 2\\_2.5.19.Pdf](#)

**3. STUDY ITEMS:**

**A. Updates from Other Boards:**

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

**B. PBAC Priorities per Master Plan - ChaMP Reporting & Actions/Strategies Review**

**C. Development Regulation Review - On-Site Ped-Bike Circulation**

**4. OTHER BUSINESS**

- Annual Street Painting & Sweeping - DPW Update (tentative)
- MRG Extension – Thayer Student Project Update
- Mall Tunnel Preliminary Design
- Lahaye Drive Path - TAP Project Update
- Education & Encouragement Programming: Bike Rodeo, Reflectives
- Advocacy: E-Bikes, SB 185 (<https://Legiscan.com/NH/Text/SB185/2019>)

**5. FUTURE AGENDA ITEMS**

- NHDOT Paving Projects
- Friends of the NRT / long-term maintenance coordination
- Mechanic/High/Mascoma Roundabout
- Bike Rodeo 2019
- Bikeshare Programs

- E-Bikes (road and mountain)
- Wikimap
- Bike Rack Requirements and Mall Location

6. **OPEN TO 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](http://www.lebanonnh.gov)**

**AGENDA  
PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
MARCH 4, 2019**

**AGENDA ITEM #2  
APPROVAL OF MINUTES**

**FEBRUARY 5, 2019**

DRAFT

**PEDESTRIAN & BICYCLE ADVISORY COMMITTEE  
TUESDAY, FEBRUARY 5, 2019  
KILTON LIBRARY, COMMUNITY ROOM, WEST LEBANON  
7:00 PM**

**MEMBERS PRESENT:** Colin Smith (Chair); John Kelleher (Vice-Chair); Erling Heistad (City Council Rep.); Jake Kelleher; Alan Schnur; Marie McCormick; Megan Chapman; Kenneth Warren (Friends of Northern Rail Trail); Clifton Below (Alt.)

**MEMBERS ABSENT:** Shane Smith (Alt. Council Representative); Sarah Crysl Akhtar

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

**OTHERS:** Barbara Hirai (LEAC Streetlight Committee)

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1 **1) CALL TO ORDER:**

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

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5 **2) APPROVAL OF MINUTES:** January 8, 2019

6  
7 Amendments: Page 2, line 47-48 (Police Reports): add "Alan Schnur reported one crash for  
8 November 2018, the pedestrian fatality that was previously discussed by Ped-Bike", Page 3, line 5  
9 insert "snowmobile".

10  
11 *Motion made by Councilor Erling Heistad to approve the January 8, 2019 minutes as presented in*  
12 *the agenda packet, and as amended. Seconded by Mr. Schnur.*

13 *\*The vote was 7-0.*

14  
15 **3) STUDY ITEMS: ( B, D and F)**

16  
17 **B. Invitation for Community Input on West Lebanon Ped-Bike Needs:**

18 Ms. Owens facilitated a conversation about the Study Item. She said that there was a mid-scope approval  
19 that the planning board shared for the West Lebanon Vision Study (one of the items in the CIT proposal  
20 that was reviewed by the Council in 2018). Ms. Owens opened the floor for a discussion to determine the  
21 interest level of topics related to the West Lebanon Ped-Bike needs. The questions included engineering  
22 and planning, education and awareness, encouragement, enforcement and evaluation as well as addition  
23 items for the Committee to address. Topics brought up in the conversation included:

- 24 • The Mascoma River Greenway and tunnel project.
- 25 • Recreation at Parks in Lebanon and the need for crosswalks.
- 26 • Benches at the Main Library.
- 27 • Crosswalks and "walk lights" on Route 12A.
- 28 • Cyclists/Walkers on the rail trail.
- 29 • Crosswalks, street lights and school bus visibility at the Seminary Road & Jones Ave.  
30 intersection.
- 31 • The bike path along the edge of Old Pine Cemetery Road.
- 32 • Walking Maps.

- 1       • Short walking routes not on City streets.
- 2       • Crosswalks/markings, parking and bus access on the “Miracle Mile.”
- 3       • Route 10 sidewalks/walkways.
- 4       • Main Street Crosswalks.

5  
6       **D. City Streetlight Evaluation**

7 Ms. Owens presented an aerial map identifying the location of streetlights in the City and efforts by the  
8 City to convert its streetlights to LEDs in public areas, not including school properties. She said the  
9 Streetlight Subcommittee created a new policy that was approved by the City Council in October. That  
10 policy included the cataloging of City streets and the criteria for determining which lights are candidates  
11 for instillation, removal or modifications. Mr. Below said the City is looking for public feedback and is  
12 setting up a website and holding public forums (the first being held on March 4). A discussion took place  
13 identifying streetlights and locations that fit the criteria as well as alternatives for consideration. Ms.  
14 Owens asked the committee if a recommendation would be needed to make the data available to the  
15 public. Chair Smith asked Ms. Owens to coordinate a meeting so some members of the committee can  
16 look into this topic in more detail.

17  
18       **F. PBAC Master Plan Lead for SCIMP meeting 2/28/19**

19 Ms. Owens said the Planning Staff has been meeting about once a month over the past year to determine  
20 how it is approaching actions in the Master Plan (outcomes, actions and strategies at the end of each  
21 Chapter). She said the Planning Staff is proposing a way to engage Boards more directly with their status  
22 report regarding actions and strategies and will be helping to get this information to the public. The  
23 Planning Staff is also working to tie the CIP and reporting process together by assigning primary  
24 responsibility to a Board or Committee to research their specific Chapter She said each chapter would be  
25 broken down to three phases.

26 This spring the Planning Staff will be asking each Board/Committee to report on the status of their 15  
27 primary outcomes. The next two reporting sessions will include additional outcomes. A draft memo will  
28 be going out to each Board/Committee asking that they assign a member to attend one of two training  
29 options (the SCIMP Meeting on February 28 or March 7).

30  
31       **5) ADJOURNMENT:**

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33       *A Motion was made by Ms. Owens to adjourn the meeting at 9:02 PM.*

34       *Seconded by Megan Chapman.*

35       *\* The vote on the MOTION passed (8-0).*

36  
37       Respectfully submitted,  
38       Stuart Kaufman, Recording Secretary