



**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
REGULAR MEETING AGENDA  
Remote Via Microsoft Teams  
[LebanonNH.gov/Live](https://lebanonnh.gov/live)  
Tuesday, May 5, 2020  
7:00pm**

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**1. CALL TO ORDER:**

Meeting procedures and RSA 91-A "Right-to-Know" requirements

**2. APPROVAL OF MINUTES:**

April 7, 2020

**Documents:**

[2020-05-05\\_PedBike\\_Item 2\\_2020-04-07 Mins.pdf](#)

**3. OPEN TO THE PUBLIC:**

**4. STUDY ITEMS:**

A. Updates from Other Boards etc.:

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

B. Communications Plan Implementation

**5. OTHER BUSINESS:**

- Educ./Encouragement - Curb the Car Day, Bike Rodeo-to-Go
- Bike Friendly Community - working group tasks
- 2020 Master Plan Priorities & CIP 2020-2026 Projects (Ped-Bike Plan Scope, Facilities)

**6. FUTURE AGENDA ITEMS:**

- Development Regulation Review - Ped-Bike Facilities
- Friends of the NRT / long-term maintenance coordination

## 7. ADJOURNMENT

**PUBLIC PARTICIPATION NOTICE:** Due to the current situation with the COVID-19 Pandemic, the City of Lebanon is offering its meetings via Microsoft Teams. Members of the public are encouraged to attend by going to [LebanonNH.gov/Live](https://lebanonnh.gov/Live) where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the Microsoft Teams software or by phone. For full details, please visit [LebanonNH.gov/Live](https://lebanonnh.gov/Live), or call the Planning & Development Department at 603-448-1457.

**NOTE:** City Hall is temporarily closed to the public in order to help prevent of the spread of Novel Coronavirus COVID-19. City operations will continue during this time, but in-person transactions will be limited to those of a critical nature. If you have any questions or would like to view the files for the application identified above, please contact the Planning & Development Department by sending an e-mail to [planning@lebanonnh.gov](mailto:planning@lebanonnh.gov), or by calling 603-448-1457. The application materials will also be posted to the City's website on or around April 29, 2020 at <https://lebanonnh.gov/agendacenter>.

**THE ORDER OF AGENDA ITEMS IS SUBJECT TO CHANGE.**

**AGENDA  
PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
MAY 5, 2020**

**AGENDA ITEM #2  
APPROVAL OF MINUTES**

**APRIL 7, 2020**

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**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 Cryst Akhtar

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

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1 **1) CALL TO ORDER:**

2  
3 Chair Smith called the meeting to order at 7:05 PM. A Roll Call of Board Members who  
4 participated remotely is listed above. Alex Belenz was appointed to serve as a regular  
5 member.

6  
7 **Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements.** Chair  
8 Smith reviewed the executive order requiring public audio and video access and options for  
9 participation.

10  
11 **2) APPROVAL OF MINUTES: March 5, 2020**

12  
13 ***Mr. Heistad MOVED to approve the minutes as amended.***  
14 ***Seconded by Mr. Kelleher.***

15  
16 Amendments:  
17 P3 line 30, replace “plans” with “projects”

18 ***Roll Call Vote:***

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

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

22  
23 **3) OPEN TO THE PUBLIC:**

24  
25 **4) STUDY ITEMS:**

26  
27 A. Updates from Other Boards  
28 • Planning Office - Planning Staff

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

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

[Type here]

1           • City Council – Erling Heistad  
2 Mr. Heistad did not have items to report.

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

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

19  
20           • State of NH Updates – Alex Belenz  
21 Mr. Belenz noted that the state's Ped-Bike Plan is wrapping up by the end of the summer and  
22 the UVLSRPC anticipates the opportunity to review a draft soon. The state's lead ped-bike  
23 staffperson, Larry Kenniston, is retiring and the City will need to find a new primary contact, if  
24 the state opens up hiring. The UVLSRPC continues to make progress with regional corridor  
25 surveys and plan drafts.

26           • Rails to Trails-VACANT  
27 No update.

28  
29           • Planning Board/CIP Meeting - Karen Zook  
30 No Report.

31  
32 **5) OTHER BUSINESS:**

33  
34 A. Chair Smith presented the Quarterly Report to City Council and did not receive any  
35 questions.

36  
37 **6) FUTURE AGENDA ITEMS & FOLLOW-UP NEEDS:**

- 38  
39           • Re-share communications plan and collaboration partners list (Ms. Owens)  
40           • Move communications plan to Study Items as standing topic for agendas (Ms. Owens)  
41           • Create guidance for, and create a Ped-Bike working group to, review of Bike Friendly  
42 Community criteria for renewal of Lebanon's designation, due Spring 2021. Topic to be  
43 added as standing Study Item for agendas (Ms. Owens and Mr. Kelleher)  
44           • Draft Valley News letter on pedestrian safety and considerations, including as relates to  
45 COVID-19 prevention (Mr. Schnur and Ms. McCormick)  
46           • Draft LebNews on May is (Still) Bike Month, including to recognize local bike shops and  
47 their role as essential service in transportation sector (Ms. Owens)  
48           • Outreach to sponsors for Bike Rodeo-to-Go Play Pack items for June 2 distribution with  
49 SAU88 and the Recreation and Parks Department (Ms. Owens)

1

2 **7) ADJOURMENT:**

3

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

5 ***Seconded by Marie McCormick.***

6 ***Roll Call Vote:***

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

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

10 The meeting was adjourned at 8:53 PM.

11

12 Prepared By,

13 Rebecca Owens

14 Planning Staff