

**STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION
BUREAU OF RAIL AND TRANSIT**

MEETING REPORT

DATE OF MEETING: March 22, 2017

LOCATION OF MEETING: NHDOT, 5 Hazen Drive, Concord NH, M&R Room 205 – 11am to 1pm

SUBJECT: Bicycle and Pedestrian Transportation Advisory Committee (BPTAC)

STEERING COMMITTEE MEMBERS:

Present:

Craig Tufts, CNHRPC (Chair)
Rebecca Harris, BWA-NH
Scott Bourcier, Dubois & King
Tim Blagden, Concord-Lake Sunapee Rail Trail
Scott Bogle, RPC (phone)
Jeff Latimer, Gus' Bike Shop
Erik Paddleford, NHDOT – Rail and Transit
Dave Topham, Granite State Wheelmen
Kaela Gray, NCC (phone)
Will Schoefmann, City of Keene

Absent:

Eric Feldbaum, DRED
Terry Johnson, HEAL
Kathleen Mullen, DHHS
Liz Strachen, DES – Air Resources

SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:

Jim Kirouac, NHDOT - Highway Design
Dirk Grotenhuis, AECOM
Nate Miller, SNHRPC

NOTES ON MEETING:

Approval of February Minutes

The committee approved the minutes of the February meeting.

Small Town and Rural Multimodal Networks Guide

The committee discussed the offer from Phil Goff of Alta Planning and the BWA-NH Board to conduct a workshop at NHDOT on the recently released FHWA guidebook “Small Town and Rural Multimodal Networks”. After discussions the committee agreed that the last week of May seemed like the best time for this. This would coincide with the Bike/ Walk to Work Week and Day and be positioned towards the start of the cycling season. Erik thought room 114 at DOT could hold up to 75 attendees, so that should probably be set as the maximum number of attendees. Erik mentioned he contacted HR and they were supportive of the workshop. Erik will check with HR again to see if they would be able to handle registration. Rebecca Harris mentioned that [Eventbrite](#) (an online registration process) could be used if HR is reluctant to provide registration.

Will Schoefmann will contact Phil Goff to check on his availability. Erik will find out when the room at DOT is available and get back to the committee. A flyer should be designed to advertise the workshop soon. Alta

Planning may be able to work on a flyer for the event. The workshop should be advertised through the NHPW Association, RPCs, and the Municipal Association to get municipal folks in addition to DOT.

Safety Brochure

Erik gave an update on the status of the brochure. In an effort to improve the overall appearance and finish of the brochure an estimate was obtained from a graphic designer. Funding for a graphic designer may be available or there is a possibility of having the work done “in house” by DOT staff. We are still looking at options. Erik will provide an update at a subsequent meeting. Craig mentioned he thought CNHBC was having brochures printed and would be handing them out at the Bikes of March event in Concord taking place tonight.

3 Foot Signs

Will Schoefmann indicated he had picked up the remaining 3 MUTCD compliant signs from Newport and would provide more information on a process for getting the signs installed on both municipal and state roadways. Keene has approved locations from their previous effort to install the graduated speed signs that were determined to be non-MUTCD compliant and therefore not installed. Nate Miller indicated an encroachment permit is required along state maintained roads. The state will not install, maintain, or purchase the signs. The prison sign shop has the template for the signs. The goal is to have the process written up so the information could be sent to towns that would like to purchase and install signs. If the signs are installed on municipally maintained roads then no state involvement would be necessary. An update on the process for installation will be provided by Will at a subsequent meeting.

Commissioner Questions for April Meeting

Erik provided a draft questions to the committee for review. The questions were based on previous discussions and e-mails received from members prior to the meeting. Generally, the committee agreed with the draft questions. Most of the discussion took place around the topic of Complete Streets and the SB 364 recommendations. The committee would like to see these recommendations move forward and asking the commissioner how that can be accomplished seemed to be the priority. Other general questions were discussed relating to funding, performance measures, training, and project tracking. These other general questions as well as questions relating to SB 80 will likely be included in the final version to the commissioner.

Meeting ended at 12:55

Next Meeting: April 26, 2017 11:00-1:00pm, NHDOT: Material & Research Room 205
