

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

**MEETING REPORT**

**DATE OF MEETING:** May 24, 2017

**LOCATION OF MEETING:** NHDOT, 7 Hazen Drive, Concord NH, Room 112/113 – 11am to 1pm

**SUBJECT:** Bicycle and Pedestrian Transportation Advisory Committee (BPTAC)

**STEERING COMMITTEE MEMBERS:**

*Present:*

Craig Tufts, CNHRPC (Chair)  
Rebecca Harris, BWA-NH  
Dave Topham, Granite State Wheelmen (GSW) (phone)  
Will Schoefmann, City of Keene  
Liz Strachen, DES – Air Resources  
Kathleen Mullen, DHHS  
Erik Paddleford, NHDOT – Rail and Transit  
Greg Disanto, North Country Council  
Scott Bourcier, Dubois & King

*Absent:*

Eric Feldbaum, DRED  
Terry Johnson, HEAL  
Jeff Latimer, Gus' Bike Shop  
Scott Bogle, RPC  
Tim Blagden, Concord-Lake Sunapee RT

**SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:**

Jim Kirouac, NHDOT - Highway Design  
Larry Keniston, NHDOT – Rail and Transit  
Barbara Robinson – North Country Council (phone)

**NOTES ON MEETING:**

**REVIEW OF QUESTIONS FROM LAST MEETING**

Committee members discussed the commissioner's responses to questions from the April 26 meeting to clarify, confirm and agree on what was discussed.

**Transit Representative and Change to a Complete Streets Advisory Committee**

BPTAC members agreed the commissioner would like to add a "transit member" to the committee. The person should be someone that works for or with a transit provider. This could be an employee or someone on a board of directors or similar position.

Craig suggested the committee think of people for the position and come up with a list of names. Rebecca mentioned the next NHTA meeting is June 1 and that would be a good venue to announce that BPTAC is looking for someone to fill a transit position. The committee discussed what a transit person would bring to the committee and what they would do. Rebecca suggested the position would be important as "complete streets" expands in NH and a transit perspective would be helpful.

It wasn't clear if the committee name would be changed. It was suggested that at the same time a transit person is recommended for the committee some possible committee name changes should be presented as well.

### **Complete Streets - 2016 SB 364**

Committee members discussed "complete streets" in general and felt it was one of the goals of the committee, in the long term, to promote complete streets as a viable alternative to Context Sensitive Solutions (CSS). Members suggested working on drafting a complete streets policy for submission to the Commissioner at some future date if there was enough interest and time. Rebecca indicated another complete streets bill will be introduced in the fall.

Some ideas for a possible complete street policy came up including framing it in a way that shows how CSS can be used as a tool to implement complete streets and/ or showing why a statewide policy is important and useful given that municipalities often have their own complete street policies. The committee would have to show what is needed to achieve and what the barriers are in achieving the desired outcomes in a complete street policy. Elements needed include updating out of date design documents and a way of prioritizing projects that include complete street designs in the Ten Year Plan (TYP).

At this point, committee members brought up the 5 DOT asset management work groups the commissioner discussed during the April meeting and how BPTAC might be able to understand how these groups fit into the DOT process and structure. The group was not clear on the naming of the 5 groups or their focus areas. Erik said he would research the work groups and provide an update to the committee.

### **Reviewing and updating NHDOT's design documents/ Pedestrian and Bicycle Design Criteria Document**

A question about status of the letter that was supposed to be drafted for communities to adopt more recent FHWA guidance on street design to replace the 1990 "Suggested Minimum Design Standards for Rural Subdivision Streets" was brought up. Presently, this letter has been drafted and is with the commissioner for review.

Larry provided an update on the draft "NHDOT Pedestrian and Bicycle Transportation Design Criteria" document. Copies were distributed to the group. The document is based on principles in the [MassDOT Project Development & Design Guide - Chapter 5 Cross-Section and Roadside Elements](#). This effort was initiated by the commissioner who convened a committee made up of DOT design staff to produce pedestrian and bicycle design criteria. The draft has been provided to the committee chair, Jim Marshal and a consultant may be brought in to review and improve the document. It is anticipated, once approved, DOT will incorporate this into its library of design guides and be used in the project design process.

### **Commissioner's thoughts on the benefits of MassDOT's Complete Streets policy**

Committee members agreed the commissioner was not in favor of a complete streets policy as it was implemented in MA due to the unnecessary processes and costs involved. She promoted the CSS

approach in NH.

### **State Trails Plan – 2015 SB 80**

While an updated trails plan is supported by the BPTAC, until funding is available for a plan it appears this is a stalled effort. Erik indicated he will be working on a minor effort to update the rail trail GIS files with funding information, purchase year, management info, etc. which is some of information that was called out to be included in a trail plan update.

### **Financial Tracking**

The committee agreed the commissioner indicated the ProMIS system was not the right program to cull out financial information about bicycle and pedestrian infrastructure investment, but there is potentially another system that could do this. Rebecca suggested getting a response in writing from the commissioner to clarify this question.

### **Performance Measures**

Currently there are no DOT performance measures related to pedestrians and bicyclists other than possibly injuries. BPTAC thought the best avenue for other performance measures would include the level of traffic stress (LTS) and/ or the data from Strava. The Plymouth State project is researching both of these items and a potentially useful performance measure could come from this work.

### **Training**

The commissioner was pleased with the [BPTAC, BWA-NH and Alta sponsored training on June 7<sup>th</sup>](#) on the FHWA Small Town and Rural Multimodal Networks Guide and was open to having more training. [The Partnering for Performance NH colloquium is scheduled for June 7<sup>th</sup> from 12-4pm](#), right after the BPTAC sponsored training at DOT. A few member of BPTAC mentioned they are attending.

### **SAFETY BROCHURE**

Erik handed out copies of the draft brochure and indicated the final version should be finished in early June after a few more minor edits. Copies will be printed by DOT.

### **3-FOOT SIGN PROCEDURES**

Will handed out information and procedures for purchasing and requesting installation locations for the newly approved 3-foot signs. Erik said he would run it by Bill Lambert to verify the information is correct. Once this is verified, it's anticipated it would be posted on the DOT bike/ ped website and freely distributed to interested parties.

### **OTHER ITEMS**

#### **DHHS Injury Data**

Kathleen has compiled some healthcare figures regarding inpatient and outpatient visits for bicycle and pedestrian crashes and would like to discuss these with the group. Rebecca asked if some narrative could be provided with the date so the committee could better understand what the information represents. Kathleen needs to have the data checked for accuracy and this could be an agenda item for the next meeting.

**BPTAC conference**

During the last meeting the committee voted to obtain approval to hold a conference in the spring of 2018. Once the front office approves the request there is the potential for funding to offset some of the conference costs. Erik will submit a request to the commissioner.

Meeting ended at 1:10

**Next Meeting:** June 28, 2017 11:00-1:00pm, NHDOT: Materials and Research, room 205