

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

MEETING REPORT

DATE OF MEETING: June 28, 2017

LOCATION OF MEETING: NHDOT, 5 Hazen Drive, Concord NH, 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
Dave Topham, Granite State Wheelmen (GSW)
Will Schoefmann, City of Keene
Kathleen Mullen, DHHS
Erik Paddleford, NHDOT – Rail and Transit
Greg Disanto, North Country Council
Tim Blagden, Concord-Lake Sunapee RT

Absent:

Eric Feldbaum, DRED
Terry Johnson, HEAL
Jeff Latimer, Gus' Bike Shop
Scott Bogle, RPC
Liz Strachan, DES – Air Resources
Scott Bourcier, Dubois & King
Mike Whitten, MTA

SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:

Jim Kirouac, NHDOT - Highway Design
Larry Keniston, NHDOT – Rail and Transit
David Sky, CNHBC (phone)

NOTES ON MEETING:

Approval of April and May Minutes

The committee approved the minutes of the April meeting with the deletion of the word “subsequent” and the May meeting minutes without any changes.

Transit steering committee member – Mike Whitten – MTA Executive Director

Craig indicated Mike Whitten from MTA would be the new steering committee member for transit. Mike was not able to make the meeting due to a staffing issue, but plans on attending the July meeting. Rebecca suggested that it would be good to have someone fill in for Mike when he is unavailable. The Assistant Director at MTA was suggested as a replacement, when needed. This could be a topic for the next meeting when Mike attends.

Safety Brochure/ Conference funding request to Commissioner

Erik provided copies of the final version of the DOT approved safety brochure to committee members who wanted them and indicated anyone can print them if they wish. This is intended to replace the “Road Warrior/ Road Hog” brochure and will be posted on the DOT bike/ ped website. DOT will use up the remaining old brochures then start using the new ones. Erik will try to get more printed in the future as well. Craig said CNHBC has printed up a slightly different version for the “Concord Market Days” event, since the DOT version wasn’t ready at the time. The Granite State Wheelmen also have a version that they have printed. Erik also has a high resolution version that should be used for printing. Contact Erik if you want this version.

Our funding request for use of SPR funds for the spring time conference has been approved by the commissioner. The next step is for Erik to have Planning determine what specific conference related tasks can be funded because not everything conference related is eligible for SPR funding.

BPTAC Name Change

Erik let the group know the commissioner suggested the committee name be changed to the Bicycle Pedestrian Transit Transportation Advisory Committee (BPTTAC). Members felt making the name longer by adding Transit just made it more complicated than it needed to be and this suggestion didn’t gain any traction with committee members. Larry gave a [presentation related to potential committee names](#) outlining a few other potential name choices. Discussion of the various potential committee names took place with the committee ultimately voting for Complete Streets Advisory Committee (CSAC) as the new name. Craig suggested we’d need to change the by-laws to reflect the name change. Erik thought it would be better to check with the front office on the name to make sure we can move forward as the CSAC. Once we are sure on the name we can go about updating the bylaws.

Small Town guide Workshop

Rebecca mentioned she sent out a follow up e-mail to everyone who signed up for the workshop with another opportunity to learn about the Small Town and Rural Multimodal Networks (STaR) guide at DOT informing people that a [webinar would be taking place on July 17th](#). Please encourage anyone you know who would be interested to check out the webinar.

Sixty people signed up for the workshop with approximately 38 people attending; roughly half the attendees were from DOT and the rest being municipal and regional planning personnel. Committee members would have liked to see more people from small towns in attendance.

Rebecca thought it would be a good idea to try to get this training into the Road Scholar program from UNH. Municipal and RPC to support would be needed to get this into the curriculum, Rebecca will work on this.

Dave mentioned an upcoming webinar that would be discussing the “hang-ups” in implementing the complete street principals in different states. Dave will send the link to the group. Craig reminded people to keep an eye out for another possible training opportunity on perhaps a new

document that may be coming out or anything else that looks like it would be of interest. An idea of proactively getting some of the NH cities together to showcase what complete streets elements they have implemented to show some smaller towns what is possible was suggested.

Rebecca mentioned the complete streets educational forum she conducted in 2015 to inform legislators, including the legislative study committee working on the complete street legislation, of the benefits of complete streets and highlighted completed projects from around state. Several community officials who were involved in implementing the projects spoke about the benefits the projects had on their own communities. These forums allowed a number of different agencies to come together and talk about goals and how complete streets helped or could help reach those goals. The overarching reason for the forums was to educate legislators since they were going to be making recommendations on the complete street legislation.

The committee further discussed what another workshop could look like. Some ideas included what small urban communities are doing on complete streets. Concord, Dover, Nashua could be invited to discuss things like a wish list of items they would like to do but are having trouble. Maybe there could be a couple of engineering firms that could be part of the workshop to discuss ideas or solutions to problems centering about complete streets. Could this be part of the spring conference?

Some other ideas included having communities bring a couple of streetscapes to the workshop to get ideas and brainstorm applications. We, as a committee, might be able to offer ways to help connect potential partners to get projects off the ground. Discussion might include limitations to getting projects started. The majority thought a workshop like this should be a stand-alone workshop and not part of the spring conference. A smaller synopsis of the workshop could be a break out session at the conference potentially. Who would we invite to this? Rebecca can provide some contacts in cities that have implemented complete streets and others that are hoping to do more.

Some thought the focus of the workshop would be to try to get something “cutting edge” done, which only a city would have the resources to do. Bike share, protected bike lanes, and/or protected intersections could be topics.

It was mentioned that Rick Taintor has retired and is now doing some independent consulting and could be a good person to talk with about a workshop.

Other items

Dave indicated that [13.5 million CMAQ funding is available](#). Salem is to extend the corridor to the next section. Keene is considering an application. Littleton is submitting an application for a satellite parking lot outside of town that would help to decrease congestion on Main Street.

Rebecca indicated that the CMAQ committee was reconvened and responsible for request for recent solicitation but that there has been talk within the Executive Council that they believe they should be the ones selecting the project this time around. This would essentially create a non-transparent scoring and selection procedure.

Tim wanted to know if there was a way to provide additional input into the Route 106 widening project near the Race track since it now only holds one NASCAR race a year instead of two, which was the main reason for the widening project. Jim said there still needs to be a public hearing process that will take place later this year. The project calls for 12-foot shoulders, two 12-foot travel lanes and one 12-foot center turning lane. Route 106 is a major north-south route for cyclists. Craig mentioned the towns are looking at this project to improve intersection safety at multiple locations and are not necessarily against the widening project for that reason.

Another funding opportunity recently announced is the [Pedestrian & Bicycle Facilities Project Solicitation FTA Section 5339 Bus & Bus Facilities Program](#). This funding is intended to fund bicycle access projects on-transit or within one mile of a public transit stop or station designed to provide access for bicycles to public transit, provide shelters, or parking facilities for bicycles in or around public transit, or the installation of equipment to transport bicycles on public transit vehicles. It is intended to fund pedestrian related projects within ½ mile of public transit stop or station that are designed to improve pedestrian access, safety and/or comfort. \$100K is available at an 80/20 match. There was only 1 applicant last year and it was a multi-use path plus bus shelter. Transit providers have to be the lead on the project. Rebecca indicated that transit providers are really busy and don't necessarily have the time to undertake a project under this grant. However, if a stakeholder group, a planning commission or other interested party were to help identify a project and work with the transit provider, then it may make it easier for a provider to consider submitting a project application. A municipality may also have a good idea of a project that's needed as well. The due date is August 25 and the application is a spreadsheet format. No letter of interest is required, just the application.

Jim Kirouac provided an update on the [DOT "Bicycle and Pedestrian Design Guidance"](#). Jim indicated that since now the Statewide Transportation Improvement Plan (STIP) has been approved the Department is moving ahead with getting a consultant on board to take the current draft and produce a final version. The committee is encouraged to comment on the current draft and consultant produced document when ready. The original intent of the guidance was to be 2 to 3 pages and be a policy statement rather than a detailed design document since there are already numerous design resources out there. The theme of the guidance is safety and access. The current draft is up to 8 or 10 pages. Craig commented that it should be organized in a way that is the most useful for the Department.

Kathleen reported that she needs to rerun her query for in-patient and out-patient costs. Initially, the query was too conservative. Kathleen will provide an update at a future meeting. She mentioned that Scott Bogle knew of some UNH folks that might be able to more comprehensively analyze the data.

Rebecca told the group that [Digital Portsmouth: The Art of Future Transportation would be happening tonight at the Portsmouth Music Hall at 5:30pm](#). She also mentioned that several communities now have bike share programs, all by [Zagster](#).

Craig may not be able to make the next meeting. Will Schoefmann volunteered to be Vice Chair in the case that Craig is unavailable; the committee was all in favor.

Meeting ended at 1:00

Next Meeting: July 26, 2017 11:00-1:00pm, NHDOT: Materials and Research, room 225
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