

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

MEETING REPORT

DATE OF MEETING: July 27, 2017

LOCATION OF MEETING: NHDOT, 5 Hazen Drive, Concord NH, Room 209 – 11am to 1pm

SUBJECT: Complete Streets Advisory Committee (CSAC) Monthly Meeting

STEERING COMMITTEE MEMBERS:

Present:

Craig Tufts, CNHRPC (Chair)
Rebecca Harris, BWA-NH
Dave Topham, Granite State Wheelmen (GSW)
Mike Whitten, MTA
Liz Strachan, DES – Air Resources
Eric Feldbaum, DRED
Kathleen Mullen, DHHS
Erik Paddleford, NHDOT – Rail and Transit
Greg Disanto, North Country Council
Tim Blagden, Concord-Lake Sunapee RT (phone)
Scott Bogle, RPC (phone)

Absent:

Terry Johnson, HEAL
Jeff Latimer, Gus' Bike Shop
Scott Bourcier, Dubois & King
Will Schoefmann, City of Keene

SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:

Jim Kirouac, NHDOT - Highway Design
Larry Keniston, NHDOT – Rail and Transit
Matt Waitkins, NRPC
Simon Corson, Town of Amherst
Chuck Redfern, Keene Pathways (phone)

NOTES ON MEETING:

Attendees introduced themselves.

Approval of June Minutes

The committee approved the minutes of the June meeting as amended.

DOT Update

AMPS

Erik provided an update on his meeting with Nick Alexander, Administrator of the Asset Management, Performance and Strategies group. Craig commented that during the meeting commissioner Sheehan attended, she mentioned AMPS and the 5 performance groups when answering various questions from the committee. As a result of that meeting, the committee wanted to know more about what AMPs does and how the related 5 performance groups are structured and focused on. Erik refreshed the committee on the 5 performance groups: Inventory, Performance, Policy and Records, Data and Systems, and Work Order.

The AMPS office has completed the federally required Transportation Asset Management Plan (TAMP). The TAMP provides a systematic process of operating, maintaining, upgrading, and expanding transportation physical assets effectively throughout their life cycle. It focuses on making better business decisions based upon quality information and well defined objectives.

Through the TAMP, the Department has identified an asset prioritization list that includes 61 asset categories. The 1st and second ranked priorities and the current focus are pavements and bridges. Nick suggested we look at those assets from a bicycle and pedestrian perspective and try to look at what the needs of those user groups would be. Erik gave an example of shoulder pavement conditions. Sometimes shoulder condition differs from travel lane condition, especially if paving was only conducted on the travel lane. Chip seal or pavement type in general may also be of interest to cyclists.

The red list bridges now contain bridges for all modes where previously only motor vehicle bridges were included. Bridges for “pedestrians, bicyclists, and other recreational users” are considered Tier 6, the lowest tier, but are now included.

Erik noted other assets in the list and their priority ranking:

- Signals – priority 5
- Crossing safety – priority 22
- Bus Stations – Priority 26
- Sidewalks – Priority 27
- Trails – Priority 35
- Rumble Strips and Stripes – Priority 38

Erik noted that one item that AMPS is working on is developing business needs of a new data collection vehicle. Erik thought shoulder and lane widths along with shoulder condition would be data the committee would be interested in. Erik asked to committee to get back to him if any other information came to mind that would help. Matt Waitkins suggested that all the information that is used in the calculation of Level of Traffic Stress would be beneficial.

Other documents that are soon to be finalized that will give CSAC more information on Department goals, how the 5 management groups fit together and how goals will be achieved are the 5 year Strategic Plan (ready by end of July) and the 1-year implementation plan (ready in 1 -2 months).

The committee agreed that it would be beneficial to ask Nick Alexander to come in and give an overview of AMPS so the committee is better able to understand and know if and where it makes sense to help meet the Department's goals as they relate to pedestrians, bicyclists, and transit riders.

Pedestrian Bicycle Plan

Erik indicated the letters for the three short listed companies will be sent out or have been sent out. The next step is for those companies to provide a more substantial proposal to DOT for review. This is a qualification based contract. Committee members asked if there would be a chance for the CSAC to weigh in on the proposals. Erik was not sure but thought that he and Larry may have some input on the selection as they did, through Shelley, for the short listed companies. It may also be entirely up to the DOT consultant selection committee.

Pedestrian and Bicycle Design Criteria Guidance

This DOT produced document is in draft form and is available for review and comment. It is envisioned as a policy document and not a design guide. A consultant will be brought on board to take it from [draft](#) to final. Please review and comment if interested.

Future Workshop or Training Opportunity

The idea of a workshop that was brought up at the June meeting was further discussed here. One idea was to check with UNH T² who is responsible for the [Road Scholar program](#) that trains municipal level highway practitioners. Charlie Goodspeed is the director or T² and it was suggested he be contacted or possibly Stephanie Cottrell, the training coordinator to check on whether or not they would be open to the idea of a complete streets type workshop. Matt Waitkins and Rebecca Harris agreed to look into this and report back to the committee.

Further discussion took place on the possibility of a complete streets “all-star team” that would bring together a panel of folks who have been implementing complete streets in their cities and talk about not only their successful implementation of complete street elements but also what is preventing them from going even further with innovative infrastructure improvements like separated bike lanes, bike boxes, protected intersections, and the like. The committee felt something like this would be best suited to a session at the conference. The idea would be to serve urban planners and engineers and find ways to help get to the next level of development. Ten communities in NH have complete street policies now and having these communities talking to each other could help to further advance the implementation of complete street projects throughout the state.

Conference Planning

Initially, the committee wanted to hold a conference in the spring of 2018. However, the New England Bike Walk Summit is scheduled for April 26th and 27th and committee members felt it would make more sense to hold a conference in the fall of 2018 instead. Mike Whitten suggested CSAC may want to look into the possibility of having a session or sessions at the yearly Tri State Transit Conference, who are usually looking to expand on their session offerings. The committee thought this was a good idea and

worth looking into. Rebecca and Mike agreed to check on this when they have their NHTA monthly meeting next week.

Erik reported back on the possibility of using SPR funding for some portion of the conference costs. Information received from the Bureau of Planning indicated that there isn't money set aside in the SPR work plan for a conference, but this doesn't necessarily mean it can't be done, just that there will be more hoops to jump through. For example, a detailed explanation of what we'd want the conference to offer and look like would help. While Commissioner Sheehan has given the OK to use these funds in the request memo that was sent to her, it may be more difficult than anticipated. The committee felt the way the last conference was funded worked well while incurring minimal costs. It was free to participants with a few companies providing funding enough to cover lunches and speaker fees. It was held in the DHHS auditorium for no costs. Liz agreed to look into conference space at DHHS/DES for the fall of 2018. The committee felt that providing a similar conference to the last one without the use of federal funding made more sense than having to deal with the hassle of using the SPR funds that may or may not be available.

The committee felt it was too early to set up a subcommittee for this item yet but anticipate one in the future similar to the conference planning subcommittee from 2015.

Rail Corridor Acquisition

Craig mentioned that a group recently walked a section of rail line from Concord to Boscawen that was recently abandoned by Pan-Am. This section of rail corridor is an important non-motorized network connection. This is part of the envisioned [Granite State Rail Trail](#). The committee is interested to know how much of a priority it is for the Department to purchase this piece of corridor so it will be preserved as a transportation corridor. Erik indicated he thought that interest in purchasing this property would need to come from the communities like Concord and Boscawen. Scott Bogle mentioned that for the potential Hampton branch purchase there was legislative will along with many communities sending letters in favor of the state purchasing the corridor. It's likely that similar interest would be needed for the State to purchase this portion of corridor. Committee members thought that all the communities that have rail trails along the so called Granite State Rail trail should send letters in favor of purchasing. Craig mentioned that all the communities in his region have individuals building support through decision makers in their communities.

Rebecca and Scott reminded everyone that the Governor's Advisory Commission on Intermodal Transportation ([GACIT](#)) hearings are coming up and people should be speaking to the importance of this corridor for non-motorized transportation, especially given the I-93 widening project through Concord.

The committee would like to have someone come in that can speak to the Department's desire to purchase and maintain this corridor and/or rail corridors in general. Erik said he would ask Patrick if he'd be available attend the September meeting and discuss the current view on purchasing additional rail corridor.

Craig also noted that on another recent rail walk on the Claremont Concord he observed many encroaching abutters, some that have completely overtaken the corridor property and asked how these encroachments can be avoided.

Other Items

ATVs in Claremont

Dave Topham mentioned that the City of Claremont and Town of Haverhill co-drafted a letter to U.S. Sens. Jeanne Shaheen and Maggie Hassan, Congresswoman Ann McLane Kuster and Congresswoman Carol Shea-Porter to enlist their help in pushing for legislation that would reinstate the use of ATVs on the rail trail in Claremont that had historically allowed ATV use until FHWA ruled ATV use was not allowed since the corridor was purchased with TE funds. Legislation allowing ATVs on TE funded trails has ramifications across the country. ATV use on rail corridors essentially makes the corridors unusable for walkers and cyclists. [See related news article here.](#)

CSAC Priority Setting

After a brief discussion by the committee Craig and Rebecca decided they will discuss a possible future CSAC priority session meeting to include goals and strategies for the CSAC. Rebecca mentioned a flow chart that would show steps along the way to completing the committees objectives.

NHPR – The exchange

Benge Ambrogi - Longtime cyclist who has ridden his bike to all 56 Episcopal churches in New Hampshire, and who participates in ultra-distance rides.

Paula Bedard - Avid recreational and transformational bicyclist from Goffstown. She is a certified Safe Cycling Instructor, and a board member for the Bike-Walk Alliance of New Hampshire.

Larry Keniston - Intermodal Facilities Engineer for the Rail and Transit Bureau at the N.H. Department of Transportation.

Will Stewart - Chairman of Bike Manchester, and President of the Greater Londonderry Chamber of Commerce. He helped implement the bike-share program in Manchester with Zagster.

The above panel will be [discussing bike friendliness of New Hampshire](#)

Meeting ended at 12:50

Next Meeting: September 27, 2017 11:00-1:00pm, NHDOT: Materials and Research, Room 205
