



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

MEETING REPORT

DATE OF MEETING: June 27, 2018

LOCATION & TIME: NHDOT, 5 Hazen Drive, Concord NH, Room 205 – 1pm to 3pm

SUBJECT: Complete Streets Advisory Committee (CSAC) Monthly Meeting

STEERING COMMITTEE MEMBERS:

Present:

Craig Tufts, CNHRPC (Chair)
Will Schoefmann, City of Keene
Erik Paddleford, NHDOT – Rail and Transit
Alex Belenz, North Country Council
Tim Blagden, Concord-Lake Sunapee RT
Scott Bogle, RPC (phone)
Simon Corson, Town of Amherst
Mike Whitten, MTA - Executive Director

Absent:

Eric Feldbaum, DNCR
Kathleen Mullen, DHHS
Dave Topham, Granite State Wheelmen
Scott Bourcier, Dubois & King
Greg Bakos, BWA-NH
Liz Strachan, DES – Air Resources

SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:

Larry Keniston, NHDOT – Rail and Transit
Laurie Makarawicz, MTA – Regional Service Coordinator
Tom Jameson, NHDOT - Planning and Community Assistance
Leigh Levine, FHWA
Matt Waitkins, NRPC

NOTES ON MEETING:

TAP Grant Round

Tom Jameson from NHDOT Planning and Community [Assistance gave an overview of the Transportation Alternative Program \(TAP\). Major deadlines for projects are July 13 at 4pm for the Letter of Intent and Application deadline of September 7 at 4pm.](#) All submissions are to be electronic.

Discussion following the presentation focused on the TAP Advisory Committee (TAPAC) and why the committee has not met since the 2016 (Round 2) TAP selection process. During the 2016 round the TAPAC met and discussed the Round 1 criteria and weightings. At the conclusion of this meeting the TAPAC decided to make modifications to the 2014 (Round 1) criteria and weightings. During this process the TAPAC did again look at regional ranking and weighting and the TAPAC felt that it shouldn't be changed. At the conclusion of the 2016 round the Department looked at the outcome of the Round 2 selections, and the Department felt a good regional distribution was achieved and good

infrastructure projects were selected. Because of this outcome the Department felt that keeping the Round 2 criteria and ratings were appropriate for Round 3.

RPC members of CSAC thought there should have been some outreach following each TAP round to solicit feedback as to what worked and what didn't for the previous funding rounds. The weighting of the regional priorities was noted as having relatively little significance in the project selection criteria and therefore giving little reason for the RPC's to come up with their own regional rankings.

CSAC members thought it was reasonable to reconvene the TAPAC to gather input prior to additional TAP funding rounds and perhaps rework project selection criteria. Members noted that the TAP program seems to be less transparent than in the past.

Scott suggested that CSAC ask Patrick Herlihy to talk with Bill Watson and convey a recommendation that TAPAC should be reconvened to provide guidance and input into the TAP project selection criteria and/ or project selection process. Erik noted that all communication on this should follow the normal protocol and be sent to the front office and commissioner. A motion to send a memo requesting the TAPAC be reconvened, the membership updated to account for people that have moved to other positions or retired, and that the TAPAC provide guidance and input into the TAP project selections criteria and/or project selection process was seconded and passed unanimously. Erik asked members of CSAC to provide a bulleted list of discussion points to be included in a memo that he will route to the front office. A member of the front office will likely attend the next scheduled CSAC meeting and address the committees concerns at that point.

There was also frustration among members that the soonest these issues would be addressed would not be until August, most likely too late to make any changes for current TAP round.

The committee thanked Tom for his time and overview of the TAP program. Let Tom know if any of the planning commissions would like a presentation.

Approval of May Minutes

The minutes of the May 23 meeting were approved by the Committee.

Conference Planning

Craig provided an update on planning for the conference set to take place on October 19, 2018 at the DES/DHHS building on Hazen Drive. The conference subcommittee is comprised of Craig Tufts, Erik Paddleford, Derek Shooster, Katie Nelson, Paula Bedard, Kathleen Mullen, Matt Waitkins, and Adam Hlasny. The subcommittee had its second meeting on June 14th at CNHPC and the next meeting is scheduled in about two weeks at DHHS/DES, so the committee can look at the conference space.

Craig told the committee that a possible keynote speaker could be Jeff Olson from Alta. Jeff has done keynotes for a number of conferences in the past and may be able to cover the economic development aspect of complete streets that the committee would like to have as a focus. The subcommittee is in the

process of reaching out to speakers, working on the budget and food, and looking to solicit sponsors to the conference can be provided at no cost to attendees.

One presentation topic the subcommittee was thinking about was the safe routes to school program and how to keep the program going in NH now that the dedicated federal funding for the program is gone. Other states have continued to fund safe routes to school including MA. Leigh Levine will ask his counterparts in MA how their safe routes to school program is funded and get back to the committee. Leigh initially thought AECOM contracted with MADOT to administer the program.

Alex suggested the town manager of Littleton would be a good presenter for the conference based on Littleton commitment to complete streets/ bike ped improvements/ and the economic development that results.

Statewide Pedestrian and Bicycle Plan Update

Erik said the consultant who has been selected will be reviewing and signing the contract to conduct the work. Once signed, the contract will go to G & C for approval (likely at the August G & C meeting) once approved by G & C the contractor can begin work on the plan.

Bicycle Signing Update

Erik gave an overview of recent meeting that took place with Will Schoefmann, Dave Topham, Bill Lambert and himself to discuss the use of the newly approved NH designated “3-foot rule” signs and the R4-11 “bikes may use full lane” signs. While the DOT will only install the W11-1 bicycle warning signs, the DOT will approve the use of the 3-foot rule signs by requesting municipalities who enter into and maintenance agreement with the DOT for the installation and continued maintenance of the signs. The request would need to come from the municipality and sign locations on state maintained roadways would need to be approved by the Traffic Bureau.

As a result of a recent meeting with the DOT Traffic Bureau, Bill Lambert will write a memo as an addendum to the Traffic Bureau’s “Guideline for Bicycle Warning Signs”. The memo will essentially state the “3-foot rule” signs are approved and recommended by the Department. Erik is awaiting the memo and will distribute once received.

Another outcome of the meeting was that Erik, at Bills recommendation, will discuss the use of the R4-11 “bikes may use full lane” sign usage in DOT construction zones where applicable. Erik proposed the use of these signs at the DOT Traffic Control Committee on June 21st. The committee will look at criteria for the use of these signs. Erik will follow up on this and update the group as needed.

Bicycle Inventory Initiative

The subcommittee working on the bicycle inventory project which aims to develop a statewide dataset for all bicycle infrastructure in the state is in the process of scheduling a meeting with the DOT Inventory Workgroup to go over the work plan and hopefully get approval to move forward on the

project. The next Inventory Workgroup meeting will be July 24. Erik will update the group as new information is available.

Steering Committee Membership

There is currently an open slot for a bicycle industry representative. Tim and Scott recommended some individuals that may be interested and will reach out to them as needed.

If anyone knows of an individual who would want to join the committee as the At-Large A representative let Erik or Craig know as this position could become available.

Legislative Updates

E-bikes are likely to be an issue in the near future. Legislation should be introduced to categorize e-bikes and put a limit on the types that are allowed on trails. CSAC may be able to work on wording for this. Approximately 15 other states have some sort of law governing e-bikes

Dave Topham has recently conducted research into e-bikes and written about them in the GSW “Pedal Talk” publication. CSAC may want to review the information Dave has already looked into regarding e-bikes.

Other Items

There will be *no July meeting*. The next meeting will be August 22, 2018.

Meeting adjourned at 3:00 pm.

Next Meeting: August 22, 2018 1:00-3:00pm, NHDOT: Materials and Research, Room 205

Future Meetings:
August 22 Nov. 28
Sep. 26 Dec. ??
Oct. 24