



**City of Concord
Transportation Advisory Committee
Bicycling and Pedestrian Committees Joint Meeting**

Meeting Minutes

Monday, December 2, 2013 - 6:00
Central NH Regional Planning Commission

Call to Order/Introductions

Committee Members Present:

Craig Tufts (Bike chair)
Dick Lemieux
Robert Baker
Karen Paddleford
Ursula Maldonado (Ped co-chair)

Committee Members Not Present:

Tim Farmer
Andy Baldwin
Greg Bakos
Alex Vogt (Ped co-chair)
Collete Farland-Vogt
Jeff Warner (City staff representative)

Guests/Friends of the Bicycle Committee: None

TPAC Bicycle Committee - Review / Accept Minutes

The meeting minutes from November were discussed and approved with an amendment to correct a typo in the second sentence under the Friendly Kitchen section.

Friendly Kitchen Updates

Craig had not called to inquire about crossing the railroad for access to the Friendly Kitchen. Karen offered to ask Erik Paddleford at DOT. We want to see how difficult a crossing of the railroad would be and what the process is. If it seems feasible TPAC could write a report showing some options.

Main Street Sharrow Placement

It was noted by the group that Main Street went out to bid again. Robert reported that he looked at the plans in the bid and that it appeared that our recommended sharrow locations were in the plan, but that we should verify with Jeff or other city staff to be sure. He also reported that the plans show the bike racks would be mounted in a way that seems to leave them highly susceptible to breaking.

Bicycle Friendly Community Application

Craig did not call to see what the process is for re-applying for BFC status. After a brief discussion it was decided we would re-visit the issue next month and possibly make some progress via email.

**Pedestrian Master Plan
Overview and Purpose**

TPAC-Bike and Pedestrian both agreed it would be a good idea to develop a Pedestrian Master Plan, in part because it would help with the Walk Friendly Community application. After reviewing the transportation chapter of Concord's master plan, the group felt that a pedestrian specific plan could add a lot of value and detail. The current plan has language about multi-modal transportation and having a walkable city inside the Urban Growth Boundary, but has very little detail. The three paragraphs dedicated to pedestrians discuss plans for future sidewalk expansions and recommendations for when sidewalks should be required. There is relatively little or no talk about crosswalks, signals, pedestrian safety, ADA compliance, or any of the 5 E's other than Engineering (the other E's are Encouragement, Enforcement, Education, Evaluation and Planning). The pedestrian plan could address these issues.

Funding and Plan Development

Options for who would develop the plan were discussed. The option preferred most by the committee would be to raise some funds through a grant and hire a consultant, likely the CNHRPC because of their ability to match funding, to facilitate the process and develop the plan. This is similar to how the Bicycle Master Plan was completed. Another option would be for the Committee to take on more of the work and for the RPC to assist at a less involved and time intensive manner. Funding sources such as the NH Bike Ped grant on the HEAL website, and possible health related grants were discussed. In the meantime the committee would continue to work out the plans purpose, scope, outline, and outreach strategies.

Stakeholders

The group discussed who should be involved in Plan development. It was clear that the City Planning Division and Planning Board should be involved from the beginning. It is different from bicycle planning in that there is no specific group to reach out to. Various health related organizations were discussed as potential stakeholders. Capital Wellness Coalition, Healthy NH (HNNH), HEAL, BWA, were all identified.

Plan Outline

The group discussed the outline and decided to change the "chapters" from the five Es to something that fits better. Ideas for altering the draft outline were discussed, and Ursula and Craig will get together to come up with another draft. The focus would be on walking for transportation, but walking for recreation and health are also significant components.

Plan Outreach

Methods for outreach for this plan were discussed. All agreed that outreach is an important part of the plan. Ideas involved sending out a survey, using input from the Safe Routes to School committees, surveying people who are walking, and public meetings. Asking questions such as "why do you walk, why don't you walk, and what would it take for you to walk" are all questions that were not asked in previous plans and could help guide efforts to increase walking. The website [walkscore.com](http://www.walkscore.com) was considered as a possible tool.

TPAC-Bike Web page

The group reviewed several bike websites, including bike pages on city websites and the links Jeff sent in an email before the meeting. The group discussed the content of the page and how it should fit in the City's website.

The page should be titled "Concord's Bicycling Committee" or "Concord Bicycling Page" or similar, with smaller print identifying it as TPAC-Bike. A short paragraph identifying TPAC-Bike and introducing biking in Concord would follow.

There were concerns over maintenance and dead links, and efforts should be made to choose links wisely and keep it simple to maintain.

It was agreed that we should generate a list of links that we should consider putting up, and subsequently narrow the list down. Ideas so far include CNHBC, BWA-NH, LAB, local mountain biking websites, Commute Green, bike shops, complete streets, 3-foot law info, NH DOT.

Other webpage content should include TPAC-Bike Minutes and Agendas, meeting times, contact info, where to ride (recreational loops), safety information, link to bike rack Google map and N-S route Google map and information.

It was felt that the location in Concord's website and the path to get there should be logical for somebody from out of town or somebody in town who is not familiar with TPAC to easily find the page. A "Bicycling" link on the "our Community" drop down seems ideal. Links from Parks and Rec or anywhere with links to the hiking trails page, for example, would be a good idea.

Other Business

It was noted that the following items from previous agendas were not acted on:

- Bike routes in and around Concord
- NH 3 Foot Law signage
- NH Bike-Ped Grant Application
- Walk Friendly Report Card
- Status of Loudon Rd, other projects

Meeting adjourned at 8:00.