



# Town of Merrimack, New Hampshire

Community Development Department

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Planning - Zoning - Economic Development - Conservation

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## **MERRIMACK BICYCLE AND PEDESTRIAN MASTER PLAN WORK GROUP**

### **APPROVED MINUTES**

**Tuesday, June 24, 2014**

**Planning Board Members Present:** Robert Best, Alastair Millns, Desirea Falt, and Alternate Nelson Disco.

**Others Present:** Public Works Director Rick Seymour, Planning and Zoning Administrator Jillian Harris, and Assistant Planner Donna Pohli.

#### **1. Call to Order.**

Planning Board Chairman Best called the Merrimack Bicycle and Pedestrian Master Plan Work Group (Group) meeting to order at 7:30pm in the Community Development Conference Room. He explained that he was simply there to start the process and was willing to help when needed, but that he would let other members chair and lead the process.

The Group discussed how it must consider bikes and pedestrians separately, the economic benefit of walkability/bikability to the community, and that our scope may be wide enough to include zoning changes and sidewalk design.

#### **2. Election of Officers.**

The Group voted unanimously to elect Desirea Falt to be the Group's Chair and asked staff to take and distribute minutes.

The Group also agreed that meetings, if possible, be recorded and played on Merrimack TV to gain publicity and inform the public.

#### **3. 2013 Master Plan Update Goals and Recommendations Overview.**

The Group focused on prioritizing locations for sidewalks first which would further meet some of the goals outlined in the Master Plan in the future such as creating smaller neighborhoods. The Group will revisit the Goals and Recommendations at future meetings.

#### **4. Project Scope.**

The Group discussed the idea of prioritizing locations of sidewalks with the goal of breaking Rt. 3 into neighborhood sections with a sidewalk focus for each section. An idea was to potentially start at Town Hall and spread out from there. It was discussed to potentially charge applicants a fee in lieu of constructing sidewalks on

their site to then be used to construct sidewalks in the same area but wanted to find a legal way for the funds to not expire.

Public Works Director Rick Seymour will look into different cost examples for sidewalk construction so that the Group has a better understanding of the required costs.

Mr. Best mentioned that the group should not only focus on where sidewalks are needed in town, but also look at the bigger picture of places to walk to, and how can zoning be changed to make the community more walkable.

The Group agreed that looking at the as-built of existing sidewalks is a good starting point. Public Works Director Rick Seymour announced that the map of existing sidewalks in the 2013 Master Plan Update is only a year or two old and that his Department is responsible for creating the inventory.

The Group discussed the 2009 Town Center Pedestrian and Trail Master Plan. The project scope could build off of the process for that plan but would not be as detailed for a town-wide plan. It was discussed that the project scope is dynamic and may continue to change as the Group moves along in the process and as more members join.

## **5. Legal Questions.**

Legal advice will be needed so the Group decided to compile a list of legal questions to be filtered through staff, the Town Manager, and eventually legal counsel.

## **6. Merrimack Bicycle and Pedestrian Master Plan Work Group Meeting Schedule/Timeline.**

The Group decided to meet once a month, possibly in the Memorial Meeting Room to be filmed. They set the dates of July 15<sup>th</sup> and 7:30pm and August 12<sup>th</sup> with the exact locations within Town Hall to be decided based on availability.

The Group wants to invite other organizations to come present to the group such as NRPC, Real Estate agents, other Town's, Goodale's Bike Shop, Nik Coates from HEAL NH, NH Wheelman, etc.

The Group also discussed the idea of mapping out different 5K, etc. routes for future races or walking/running route ideas for residents and visitors.

Lastly, the Group decided that there should be an agenda item on each Planning Board meeting following a meeting of the Group to educate the Planning Board and public throughout the process.

## **7. Adjourn.**

The June 24, 2014 meeting was adjourned at 9:10 p.m.