



Town of Merrimack, New Hampshire

Community Development Department

603 424-3531

6 Baboosic Lake Road

Fax 603 424-1408

Town Hall - Lower level - East Wing

www.merrimacknh.gov

Planning - Zoning - Economic Development - Conservation

MERRIMACK BICYCLE AND PEDESTRIAN MASTER PLAN WORK GROUP

APPROVED MINUTES

Tuesday, October 14, 2014

Planning Board Members Present: Bob Best, Desirea Falt, and Nelson Disco.

Others Present: Assistant Planner Donna Pohli.

1. Call to Order.

Desirea Falt called the Merrimack Bicycle and Pedestrian Master Plan Work Group (Group) meeting to order at 7:31pm in the Matthew Thornton Meeting Room.

2. Route 3 Corridor Plan Draft Project Scope.

Donna Pohli reported that NRPC responded to Staff regarding the Route 3 Corridor Plan Draft Project Scope. NRPC is willing to create the map with the existing infrastructure including sidewalks and drainage infrastructure. Donna also explained that NRPC would be more comfortable with using the term "Participate" in place of "Facilitate" on number 3 of the project scope. In terms of the additional services outlined in a project scope more discussion (and possibly funding) will be necessary. The Group decided they would like to receive a quote from NRPC to see how much the facilitation and writing piece would approximately cost. The Group also made slight changes to the project scope in order to make it more specific. Staff will correct on the document and send the revised version to NRPC.

Bob Best informed the Group that he did draft a letter to Town Council and sent it to Desirea Falt to review. Bob will forward the letter onto the rest of the Group which will be a topic of discussion at the November meeting. The goal is to have the Town Council discuss the letter formally at one of their future meetings.

3. Discuss Livable Walkable Toolkit

- **Appendix A**
- **Draft Project Scope and Timeline**
- **Project Funding and Grant Application**

The Group began to go through the Livable Walkable Toolkit. Desirea read parts aloud from the master document and will send out a full copy in a pdf form so that the multiple page number confusion is resolved. Desirea mentioned points such as connecting existing neighborhoods, providing multi-use paths, and using the scorecard system. The Group also went into the Toolkit Pilot chart, a document drafted and adjusted to fit the Group's goal of drafting the Bicycle and Pedestrian Master Plan. The Group discussed how completing all of the tasks listed in the Toolkit Pilot Chart in 12 or 13 months seems to be a lot to handle, especially with several group forums/workshops happening within only a month or two of each other.

Before the next meeting, the Group will take a closer look at the toolkit pilot sheet and see if anything requires a longer amount of time than what is allocated on the table. At the next meeting, the Group will discuss the individual maps, Appendix A of the Livable Walkable Toolkit and the timeline adjusted for Merrimack.

The Group began discussing the difference between the Work Group and the Steering Committee. The Group thought it would be a good idea to go to meetings of other groups such as Rotary, Churches, Lions Club, Schools, Community Service, Chamber of Commerce, EDCAC, Conservation Commission, etc. to gather feedback rather than relying on representatives coming to the Group's meetings. The idea of writing articles for the Patch and Journal may be worthwhile to get online conversations going. As well as following up on the Nashua telegraph article regarding bicycle and pedestrian crashes.

While going through the Toolkit Pilot, Nelson thought that it was too much and should be narrowed down to the goal of having a walkable and bikable community. Desirea thought the Group could try to advertise to be more walkable and recreation oriented such as advertising recreational routes.

4. Other Items of Concern.

The Group decided that it was easier to draft what their goals are and what they want the policy to be and then ask Legal Counsel how to go about doing it. Therefore, each Group member will mark up a map with sectors of Town that will become part of the mechanism to require funding in other areas for bicycle and pedestrian infrastructure.

Bob Best asked how residential subdivisions come into play. Should payment-in-lieu be considered for residential sidewalks? Where should the Group draw the line?

The Group felt that the December deadline for the HNH grant may be too soon and to be better prepared the Group should plan on submitting for the June deadline. That way more time is allowed to get on a Town Council agenda. Since the Group will be discussing the toolkit in more detail at the November meeting, questions will be drafted for Nik Coates, the Active Living Coordinator at HEAL NH who plans on attending the December 9th meeting.

Nelson Disco said he would get a Merrimack specific version of the Nashua Telegraph article map from NRPC. Nelson explained that NRPC got the information from the Department of Safety, who got the information from local Police Departments.

The Group then discussed Bill Wilke's idea of a trail behind the Atrium site that creates a multi-mile loop. The Group wondered if they could use the payment in lieu of sidewalks funding from the Atrium and Dunkin Donuts projects.

5. Minutes-September 16, 2014.

The minutes from the September 16, 2014, meeting were approved, as submitted, by a vote of 3-0-0 on a motion made by Nelson Disco and seconded by Bob Best.

6. Adjourn.

The October 14, 2014 meeting of the Merrimack Bicycle and Pedestrian Master Plan Work Group was adjourned at 9:30pm, by a vote of 3-0-0 on a motion by Bob Best and seconded by Nelson Disco.