



**Regional Bicycle Pedestrian Planning Group  
Meeting Minutes  
10/15/19**

**ATTENDEES:**

Ron Bingham, Goodale's Bike Shop  
Chris Buchanan, Town of Amherst  
Julie Chizmas, City of Nashua  
John Burkitt, Gate City Bike Shop  
Nelson Disco, Town of Merrimack

Judy Shenk, Town of Amherst  
Chris Shenk, Town of Amherst  
Sabrina Pedersen, NRPC  
Matt Waitkins, NRPC  
Bill Fisk

**CALL TO ORDER AND INTRODUCTIONS**

Waitkins called the meeting to order at 1:00 pm with a round of introductions.

**APPROVAL OF THE MINUTES FROM THE AUGUST 20<sup>TH</sup>, 2019 MEETING**

Waitkins referred to the minutes of August 20<sup>th</sup>, 2019 included in the agenda packet as Attachment 1. He asked if there were any corrections.

Chizmas motioned with a second from Shenk to approve the minutes of August 20<sup>th</sup>, 2019. All were in favor.

**GATE CITY BIKE COOP**

Burkitt presented about the mission and goals of the Gate City Bike Coop. Fully run by volunteers, the Bike Coop provides and repairs bicycles for low-income residents who primarily rely on bicycles for transportation. The Bike Coop is searching for a free space location near downtown Nashua by May 2020. Members offered ideas for free spaces.

Shenk asked if the Bike Coop accepts donated bicycle accessories. Then he asked if they collaborate with DPW for pulled bicycles. Burkitt answered that they accept any donations. The Bike Coop has positively collaborated with DPW and the police for repairing and selling pulled bicycles.

Buchanan asked if the Bike Coop records statistics about the number of bicycles given out to customers. Although statistics have not been well-cared for all the time, Burkitt estimated that about 1,000 bicycles have been sold.

Chizmas asked if the Bike Coop has participated in bike rodeos and pursued any grants for acquiring more tools. Burkitt shared that there is a rodeo kick-off in June 2020 at Greeley Park. Although grants have been pursued, there exists time constraints. Chizmas and other members agreed that they could support the Bike Coop through grant writing. Chizmas said that NRPC might be able to help create some educational material too.

## **DESIGN GUIDELINES**

Waitkins and Buchanan provided an update about the design guidelines plan. Buchanan described how the plan will acquaint for every rider and advocates for the most cost-effective mode while presenting about the categories of design guidelines. Discussion continued about removing the center lines of streets with less than 6,000 cars riding on them per day. Waitkins concluded that the design guideline subcommittee will include urban roads in the multimodal plan.

## **WORK PLAN DEVELOPMENT**

Waitkins and Pedersen discussed the group forming an official mission statement and objectives. Pedersen shared the following mission statement as an example:

*The Nashua Region Complete Streets Advisory Committee (CSAC) serves to develop and promote a safe transportation network that serves all users including pedestrians, bicyclists, and motorists of all ages and abilities in the region.*

Members agreed to review the statement for next month's meeting.

## **STAFF UPDATES**

Waitkins shared that today, October 15, 2019, is the last day for submitting public comments for the Statewide Pedestrian and Bicycle Plan. Then he briefly presented data from the Regional Counting Program.

## **OTHER BUSINESS**

Waitkins updated the members that new upside-down U bicycle racks will be installed in front of the 30 Temple Street building. The degree of difficulty is that the racks need to be fastened to the ground but the building management company at NRPC building won't allow that. An alternative suggested by Bill Fisk is to fasten the racks to something portable but heavy. Matt is searching for a solution.

## **NEXT MEETING**

Next meeting will be held November 19<sup>th</sup>, 2019.

## **ADJOURN**

Waitkins motioned to adjourn with a second from Chizmas. All were in favor. The meeting ended at 2:28 pm.