



City of Keene  
*New Hampshire*

**MUNICIPAL SERVICES,  
FACILITIES AND INFRASTRUCTURE  
COMMITTEE  
AGENDA  
Council Chambers B  
May 24, 2017  
6:00 PM**

Janis O. Manwaring  
Randy L. Filiault  
Robert J. O'Connor  
Stephen L. Hooper  
Gary P. Lamoureux

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1. Departmental Presentation - Fire Training - Fire Department
  2. Park Avenue-Cheshire Rail Trail III Loop (City Project 021605): Preferred Alternative Presentation and Recommendation - Planning Department

**MORE TIME ITEMS:**

- A. Driveway Code Review
- B. Jessica Karp – Request for Stop Sign – Darling Road/Mountain View Road Intersection
- C. Reconstruction of the City Roadways and the Addition of Sidewalk Construction to Reconstruction Projects - Council Policy
- D. Liberty Utilities - Relating to the Absolute Discontinuance of a Portion of Production Avenue Resolution R-2017-17

Non Public Session  
Adjournment



City of Keene, N.H.  
*Transmittal Form*

May 19, 2017

**TO:** Municipal Services, Facilities and Infrastructure Committee

**FROM:** Mark Howard, Fire Chief

**ITEM:** 1.

**SUBJECT:** Departmental Presentation - Fire Training - Fire Department

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**BACKGROUND:**

As part of the program of Departmental Presentations to Committees; the Fire Chief will give an overview of the training required by Keene Fire Department personnel. This is a PowerPoint presentation.



City of Keene, N.H.  
*Transmittal Form*

May 19, 2017

**TO:** Municipal Services, Facilities and Infrastructure Committee

**FROM:** William Schoefmann, Mapping Technician

**THROUGH:** Med Kopczynski, City Manager

**ITEM:** 2.

**SUBJECT:** Park Avenue-Cheshire Rail Trail III Loop (City Project 021605): Preferred Alternative Presentation and Recommendation - Planning Department

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**RECOMMENDATION:**

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the City Manager be authorized to do all things necessary to complete the design of the preferred alternative for the Park Avenue-Cheshire Rail Trail III Loop Project.

**ATTACHMENTS:**

Description

Public Meeting Notice

Council minutes 4-21-16

DOT approval 1-22-15

**BACKGROUND:**

The Park Avenue-Cheshire Rail Trail III Loop (City Project 021605) is a bicycle and pedestrian infrastructure improvement project that will provide improved facilities along Park Avenue, Summit Road, Summit Ridge Drive, the Class-six road known as Ami Brown Road, the Cheshire Rail Trail and a small portion of West Street. The project is eighty percent funded through the State of New Hampshire Department of Transportation's TAP (Transportation Alternatives Program). The remaining twenty percent is locally funded between the City and its partners Pathways for Keene (PFK) and the Monadnock Conservancy.

CHA Engineering and Alta Design are the consultant's conducting the project's Planning, Engineering Study, Preliminary and Final Design phase engineering services. As part of the project, City staff and the consultants held a public concerns and informational meeting on February 13<sup>th</sup> at the Parks and Recreation Center to obtain public input. After a brief presentation, public comments were collected as well as for the entire month of February through an online survey linked through the project website. From the public input and through consideration of the project purpose, need and budget the preferred design alternative has been crafted for in-street and separate grade bicycle and pedestrian facilities in the project area. This presentation and public meeting is the second public meeting and report out per the NHDOT program requirements.



***Public Input and Informational Meeting  
Park Avenue – Ami Brown Road – Cheshire Rail Trail III Loop Project  
City of Keene, New Hampshire***

**Location and Time**

**City of Keene Parks and Recreation Building  
Room 14  
312 Washington Street  
Keene, NH  
6:00 pm to 8:00 pm, February 13<sup>th</sup>**

**Agenda**

**Open House 6:00-6:30 pm  
Project Presentation 6:30-7:00 pm  
Q&A + Public Comment 7:00-8:00 pm**

The purpose of this meeting will be to present and receive public input on the Concept Plan Alternatives for proposed bicycle and pedestrian improvements along Park Avenue, Blossom, Pitcher, West and Arch Streets as well as separate grade trail improvements along what is known as the Ami Brown Road and the Cheshire Rail Trail.

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**PROJECT OVERVIEW**

The objective of this project is to create safe access for neighborhoods in West Keene to the rail trail, establish a bicycle and pedestrian loop facility and improve access to the downtown area. To accomplish this, concepts for connecting a collector- gateway street, Park Avenue, commonly traveled by bicyclists and pedestrians with Keene's Cheshire Rail Trail have been developed. The improvements proposed include: In-street bicycle and pedestrian facilities along the streets mentioned above; improved connections to the rail trail at two locations, north of the Keene YMCA along a class 6 road known as the Ami Brown Road and at the end of Pitcher Street; development of two trailhead facilities at Whitcombs Mill Road and Summit Road/Summit Ridge Drive.

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Representatives from The City of Keene, CHA Consulting and Alta Planning + Design will present the Concept Plan Alternatives and be available for public questions and comments at this meeting. The public are encouraged to attend and comment as all input will be useful to the City in proceeding with this project.

Questions regarding this project and meeting can be directed to:  
Mapping Technician and LPA Project Manager, Will Schoefmann  
City of Keene, Planning Department, 603-352-5474.

Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

#### FOP REPORT – CHESHIRE RAIL TRAIL III - LOOP PROJECT DESIGN

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a contract with the firm Clough Harbor and Associates (CHA) for engineering services for the Cheshire Rail Trail III project in the amount not to exceed \$60,000 and should negotiations fall through, enable the City Manager to negotiate with the next highest ranked firms in turn. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with 12 voting in favor and Councilor Sutherland opposed.

#### FOP REPORT – 2014 INFRASTRUCTURE PROJECT – CHANGE ORDER #4

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to execute Change Order No. 4 with SUR Construction West, Inc., in an amount not to exceed \$108,849.28 for the 2014 Infrastructure Project. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

#### FOP REPORT – CHANGE ORDER – AIR MONITORING CONTRACT

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to execute a change order with Loureiro Engineering for an amount not to exceed \$59,591 for Contract 04-16-04, and further recommending the City Manager be authorized to do all things necessary to execute a professional services contract with the Lawson Group, to provide air monitoring and analytical services for an amount not to exceed \$45,000. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

#### ASSISTANT CITY MANAGER – COMMENTS

The Assistant City Manager, Rebecca Landry announced that the Red Cross had requested a shelter to open at the Recreation Center due to fires in Stoddard. Anyone needing shelter can follow the Notify Keene Twitter feed or go to the City Website. They may also contact the Red Cross. The Assistant City Manager continued with Waste Management and Public Works hauled away 7,860 lbs. of trash. Several groups in addition to the 558 volunteers reported hauling the trash away themselves putting our estimated total at over 8,000 lbs. or 4 tons. Keene State had 143 volunteers and approximately 70 businesses and other groups signed up to adopt streets, trails and parks in Keene. The Assistant City Manager went on to announce on Saturday, April 30<sup>th</sup> the annual City of Keene Fourth Grade Water Science Fair at the Drinking Water Treatment Facility. She continued with the Police Department's Facebook page has reached 75,000 people in the month of March and had 25,000 engaged people. The Police Department also reported that Lieutenant McLaughlin has been awarded, this year's Police Lifetime Achievement Award from the New Hampshire Police Fire & EMS Foundation. Lt.



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



JEFF BRILLHART, P.E.  
ACTING COMMISSIONER

January 22, 2015

City of Keene  
Will F. Schoefmann  
3 Washington Street, 4th floor  
Keene, NH 03431

Re: Transportation Alternatives Program Application Number: 14-42TAP

Dear Mr. Schoefmann:

The New Hampshire Department of Transportation (NHDOT) is pleased to inform you that your application 14-42TAP (Construct 11,695' of shared lane and bike lane markings, improve bike/ped crossing at West Street underpass, and improvements to Ami Brown Road for approximately 4,033') has been approved by the Commissioner to use Transportation Alternatives Program (TAP) funds in the amount of \$329,292.40.

Your application selection was based on recommendations submitted by the Transportation Alternatives Program Scoring Committee, as well as staff consideration of budget constraints (4 funding categories by population) as required by FHWA, and equity to top regional priorities.

The total cost of your project is \$411,615.51 and the City of Keene will be responsible for a match in the amount of \$82,323.11.

All funded TAP projects will be submitted to Governor and Council for approval in spring of 2015. After Governor and Council approval the Department will send you a municipal agreement that will need to be signed by the Local Public Agency (LPA) sponsor prior to starting work on the project. The Department expects that your project will begin by summer of 2015. Upon signing the municipal agreement the first step will be to contact your Department Project Manager and set up a project scoping meeting. This is all detailed in the Department's LPA Manual and can be downloaded from our main web page at <http://www.nh.gov/dot/>.

Congratulations on being selected for Transportation Alternatives Program funding. We look forward to working with you on this project.

Sincerely,

Thomas Jameson, P.E.  
TAP Program Manager

Cc: William Cass, P.E., Director of Project Development  
Regional Planning Commissions

