

City of Keene
New Hampshire

BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING AGENDA

Wednesday, August 12 2015 8:30 AM City Hall, Second Floor Conference Room

Members Present

Greg Pregent, Chair
Linda Rubin, Vice-Chair
Thom Little
Andy McCarron
Charles Redfern
Don Hayes

Staff Present

William Shoefmann, Planning

Members Not Present

James Duffy, Councilor
Christopher Brehme

Others Present

Mary Brunner, Southwest Regional
Planning Commission

1. Call to Order

Chair Pregent called the meeting to order at 8:30 AM.

2. Roll Call –Appoint Alternates (if required)

Roll call was conducted.

3. Minutes of Previous Meeting: July 8, 2015

Mr. Little made a motion to accept the minutes of July 8, 2015. Ms. Rubin seconded the motion which carried unanimously.

Mr. Hayes stated that Wickham Road was supposed to be in the minutes but he did not see this item. Ms. Rubin stated that she had read this item in the minutes. Chair Pregent stated that the item is in Section 3B of the previous minutes.

4. Project Updates

a. Roundhouse T Phase II

Mr. Shoefmann stated that construction has begun but the finish date has not been determined. Mr. Redfern asked what “even” status means. Mr. Shoefmann replied, it means on time. He continued, stating the Cheshire Rail Trail Phase III’s project agreement was signed and awaiting a scoping meeting with DOT. Mr. Shoefmann stated that preliminary plans were received from NHDOT regarding South Bridge as well.

Mr. Shoefmann stated that Healthy Monadnock 20-20 and Southwest Regional Planning Commission are putting on a Complete Streets Workshop on September 25th at Heberton Hall. Chair Pregent asked if this workshop will be an overview of the project. Ms. Brunner replied no, it is geared towards municipal officials and community members that want to be involved in Complete Streets. Chair Pregent asked if the Complete Streets demonstration will be on the 19th. Ms. Brunner replied, yes. Mr. Shoefmann stated that there will be another demonstration in Swanzey on August 29th.

Mr. Redfern asked when the dedication email of the Cheshire Rail Trail Phase II will be sent. Mr. Shoefmann stated that he will send out an invite. He continued, stating that it might be August 28th but he not completely sure.

b. Cheshire Rail Trail Park Avenue Loop Phase II

Chair Pregent stated that this project has been completed.

c. Jonathan Daniels Trail

Chair Pregent stated that the Committee is currently getting estimates for drainage and sewage maintenance. Mr. Shoefmann stated that he is unaware of any bids yet but the project will most likely begin in the next construction season. Mr. Redfern stated that the quote is coming from the Pat Raulston Construction Company who are also laying down the stone dust. He continued, stating that the company came up short on estimates with phase I and hopes that it will be more accurate this time.

d. Jonathan Daniels Trail Phase II

Chair Pregent stated that this is the proposed trail that will link up to the Middle School. Mr. Shoefmann stated that the route has not been determined yet. Chair Pregent stated that the Conservation Committee does not want the trail to go through sensitive areas. Mr. Shoefmann stated that sensitive areas would be considered a trail straight through wetlands and there is quite a bit through tenant swamp. Chair Pregent asked what the “seeking grants” terminology referred to. Mr. Shoefmann stated that when the trail was originally a Capital Improvement Project (CIP), the grants referred to a study phase to determine the best route. Chair asked if the Committee needs to seek grants because money cannot be requested from the city. Mr.

Shoefmann stated that this would be a worthy CIP Project but there is no guarantee that City Council would keep it in. He continued, stating that CIP should be discussed at a future date and Andy Bohannon will then alter his projects accordingly. Mr. Little stated that about \$25,000-\$30,000 was taken out of the CIP last year. Chair Pregent stated that the money was taken out of the CIP and put into the Cheshire Rail Trail Phase II Project. Mr. Shoefmann stated that it depends on what department it goes under and other justifications. Chair Pregent stated that next month the Committee should discuss getting money back into the CIP.

e. Cheshire Rail Trail

Chair Pregent stated that this project is on schedule. Mr. Shoefmann stated that this is still in a kick-off phase and once a municipal contract is received from NHDOT a scoping meeting will be set up to figure out logistics. Chair Pregent asked if the property owner issues have been resolved. Mr. Shoefmann stated that it is still being worked out. Mr. Little stated that there was a lot of discussion on Road Classes and special coordination with DOT on the road from the YMCA to the Cheshire Rail Trail. Mr. Shoefmann stated that it is a Class VI Road and it covered with negotiations with CNS and is less than a quarter mile long.

Mr. McCarron stated that while on the Cheshire Rail Trail, a pedestrian commented on the need for mapping and signage. Mr. Shoefmann stated that signage is in the plan but he will look into maps as well.

f. South Bridge

Chair Pregent stated that Mr. Shoefmann sent out construction plans for the bridge. He continued, stating that it looks like one side is higher and asked if that part is on the Keene State College side. Mr. Little stated that the approach ramp looks to be higher on one side. Mr. Shoefmann stated that the abutment is higher on the north side. Mr. Little stated that the plans have access from Route 12 up to the trail on both sides and does not remember this being in any prior discussion but is in favor of it. He continued, stating that there are no visible property lines on the plan however.

Mr. Shoefmann stated that property lines were not included in the preliminary plan. Mr. Little stated that this kind of construction when built 20 feet in the air will spread out a long distance in addition to the access road. He continued, asking if there will be problems with abutting property owners. Mr. Shoefmann stated that he does not have insight into the building process but NHDOT most likely considered this. Mr. McCarron stated that the land could be Keene State College property. Chair Pregent reiterated that these are only preliminary plans. Mr. Shoefmann stated that NHDOT has hired professionals to take this into account. Chair Pregent stated that it is a NHDOT project and the Committees advice is limited. Mr. Little asked who he should give feedback to in reference to the property lines. Mr. Shoefmann stated that MSFI will be presenting to City Council in the near future and he will let the Committee know the details.

g. Bike Racks

Ms. Brunner stated that vendors were switched for someone cheaper so more bike racks were received. She continued, stating that there are five more bike racks to be placed. Ms. Brunner stated that they are still waiting for the first vendor to deliver bike racks however.

h. Complete Streets

Ms. Brunner stated that the City Staff presented a draft to the MSFI committee and after review the Committee will send it to City Council for adoption. She continued, stating that Complete Streets demonstration events are coming up with one in Swanzy on August 29th and September 19th. Ms. Brunner stated that public meetings have been set up for anyone that would like to help with these events. She continued, stating that the next meeting is on August 20th at 6:00 pm in the Hannah Grimes Center. Ms. Brunner stated that there will also be a workshop focusing on healthy eating on September 25th from 8:30 am-1:00 pm at Heberton Hall with a walk afterward.

i. Master Plan

Chair Pregent stated that either a special meeting needs to occur or everyone needs to be on the same page with meeting start times. He continued, asking if everyone is OK with coming a half hour early and start at 8:00 am. Chair Pregent stated that the September meeting should start at 8:00 am. Mr. Shoefmann stated that he will send out reminders throughout the month to help with timing. Mr. Little asked if there is a document to review for this activity. Mr. Shoefmann stated that a document will be created and distributed. Ms. Rubin stated that members should review the updates ahead of time instead of going through each item. Mr. Redfern stated that staff members will also have additional news to include. He continued, stating that updates can be given in addition to the agenda.

j. Signage

Mr. Redfern stated that signage is inadequate on the Wikham Mill Trail. Chair Pregent asked if he is referring to the Eagle Scout Trail Heads. Mr. Redfern replied, yes there should be maps on these trail heads. Mr. Shoefmann stated that a new map went up in Robin Hood Park and is coordinated through the Parks and Recreation Department. Mr. Redfern stated that he discussed this with Mr. Bohannon but there are no signs for wayfaring. Mr. Redfern stated that people want to know where the trail is taking them and other communities have these maps. Chair Pregent agreed.

Mr. Little stated that if individuals have their phone then GPS is accessible. Chair Pregent stated that maps are also necessary when people do not bring electronics on the trail. Mr. Shoefmann stated that Google Maps does not include smaller side trails. Mr. Redfern stated that both should be made available. Mr. Little stated that physical signs would have to be update more often however. Mr. Shoefmann stated that he will have trail head maps out by the end of August.

Chair Brunner stated that people are concerned with the number of bikes and skateboards on the sidewalks of Keene. He continued, stating that it was suggested to painted signage on the sidewalk to advise people on the rules and regulations. Chair Brunner stated that the current signage is not visible.

5. Mayors Challenge Exercise

Ms. Rubin stated that the Committee left off on #2 of the Mayors Challenge. Chair Brunner stated that he was not here when the exercise began and asked if it is a self-assessment to compare to other communities. Mr. Shoefmann stated that at the end of the process, he will compile the information and give it to the Mayor for review. Ms. Rubin stated that a plan will then be created as well and asked what the process will entail. Mr. Shoefmann stated that it will be a separate group that will create the plan and focus on specific areas. Ms. Rubin stated that things determined from this exercise may then influence the Master Plan. Mr. Shoefmann replied yes, but that these areas of focus have not been determined yet.

Chair Pregent stated that #2 is listed as Transportation Projects are planned and designed to meet the needs of the people of all ages and abilities. Chair Pregent stated that the Committee's projects meet the needs of different ages and the trails are fairly wide as well. He continued, stating that the trails are favorable but the Complete Streets Project is a little different however. Ms. Rubin asked how staff rated this item. Mr. Shoefmann stated that all the questions were reviewed together but most of this section was rated as needing significant action.

Chair Pregent asked if this focuses more on Safe Routes to School and Complete Streets. Mr. Shoefmann replied yes. He continued, stating that policies need to be in place for all transportation projects. Mr. Shoefmann stated that there is a wide variety of trails in Keene and basically the item is in between needing minor and significant action. Chair Pregent stated that the Rail Trails are complete but Safe Routes to School and Complete Streets projects are just starting. Ms. Rubin stated that until the Main Street is safe, people will continue to ride on the sidewalk. Chair Pregent stated that one person suggested banning bicycles on Main Street altogether. Ms. Brunner stated that the parking location and the angles need to be addressed. Ms. Rubin stated that there has been a discussion on decreasing the speed limit on Main Street. She continued, stating that parking angularly makes it hard to see bicycles. Ms. Rubin stated that making the spots parallel will lose space but it would be safer. Chair Pregent stated that people will voice against taking away spaces.

Mr. Shoefmann stated that drop downs on streets have been successful. He continued, stating that signage and sensory panels that lie on Winchester Street are also helpful. Mr. Little stated that Washington Street is very dangerous with parking especially. Mr. Shoefmann stated that people do not follow the signage and additional signage needs to be put up. Ms. Brunner asked what the enforcement protocol is for someone going the wrong way. Mr. Shoefmann stated that there is not enforcement. Mr. Little stated that a segregated bike lane on one side of the street would be proficient. He continued, stating that it would be a two direction bike lane on one side of the street. Mr. Shoefmann stated that he will write that this item needs action.

Chair Pregent stated that the next item refers to gathering data and if the Committee data that is relevant to our transportation concerns and how can data we already have be more useful. Chair Pregent stated that the Committee regularly counts the people that are walking and biking in key locations. Mr. Shoefmann stated that in conjunction with Southwest Regional Planning Commission they have information from the state in reference to bicycle and pedestrian encounters. He continued, stating that there is about three weeks of placement received every summer. Mr. Shoefmann stated that the two locations are in high volume areas which were at the North Bridge and behind the old bus station. He continued, stating that these counts have been done over the last 5 years. Mr. Shoefmann stated that accident data is only collected when appropriate and for grant projects so this can be improved. He continued, stating that compiling data from the police every year may be helpful. Chair Pregent asked if the data being collected is being sent to a larger entity other than Keene. Mr. Shoefmann stated that he is not sure about National Data Collection Standards and where it gets reported to.

Ms. Rubin asked if it is about conductivity. Mr. Shoefmann stated that this refers to the trail system and how it relates to public transportation all together. He continued, stating that this has not necessarily been looked at but a map could be created connecting different transportation systems. Chair Pregent stated that public transportation gears to different people. He continued, stating that City Express is focuses on elderly going to specific locations and is not sure how much the trail system is compatible. Mr. Shoefmann stated that the Friendly Bus is geared more toward the disabled. Ms. Rubin stated that the trail system has to be reviewed as part of the overall transportation system. Mr. Shoefmann stated that there has not been much analysis on the connection of these transportation systems. Mr. Redfern stated that Keene State College pays for City Express and has a younger population as well.

Ms. Rubin asked if Complete Street will focus on mapping at all and street priorities and designated as what level of complete. Ms. Brunner stated that a map was created showing street typology and a transition overlay. She continued, stating that bike trails and the connections to streets were reviewed as well. Ms. Rubin stated that Complete Streets will be helpful. Ms. Brunner stated that she will send a draft out to the Committee members. Mr. Shoefmann stated that injury data is also observed but on a project by project basis only. He continued, stating that it is not regularly viewed but can be accessed. Mr. Shoefmann stated that staff listed this as listing significant action. Chair Pregent, Ms. Rubin and Mr. McCarron all stated that this item should be listed as significant action. Chair Pregent stated that there is still necessary data to be collected. Mr. Shoefmann stated that out of the four bullets listed; only one is regularly done. He continued, stating that there is no method for the remaining three and more research into the national standard. Mr. Little stated that there is plenty of data and his initial take was the item should be minimal action. He continued, stating that it seems this action should be increased however. Mr. Hayes agreed that the item is significant. Mr. Redfern stated that the item needs action.

Chair Pregent stated that #4 on the Mayors List consists of Design Right and how the Committee is doing in new development and routing maintenance projects to incorporate good design. Mr. Shoefmann stated that he needs to find out more from engineering about the first bullet discussing regulated manuals for guidance other than the basic highway guides. Chair Pregent stated that the guide dates are necessary to know. Mr. Little stated that the City Engineer is

usually knowledgeable about regulations. Mr. Shoefmann stated that those are minimal standards. Ms. Rubin asked if the Committee will be reviewing the large manuals with standards or the familiar standards. Mr. Shoefmann replied, minimal review.

Chair Pregent stated that the next bullet states that transportation agencies interact regularly with the transit authority, housing agency and other stakeholders with a strong interest in multi-modal access. He continued, asking what transportation agencies it refers to. Mr. Shoefmann stated that MRTEA changed their acronym and this is the agency to focus on. Ms. Brunner stated that there is also the Monadnock Region Coordinating Council for Community Transportation which focuses on transportation needs of people without cars. Chair Pregent asked if the communication is open. Ms. Brunner stated that she is not sure who is on that Committee. She continued, stating that many social services groups are in this Committee. Chair Pregent stated that the Committee informally interacts with these groups.

Chair Pregent stated that next bullet which reads awareness of safe design practices among those involved in the planning design constructions and maintenance of roads. Mr. Shoefmann stated that staff replied yes. Chair Pregent agreed.

Chair Pregent stated that the next bullet reads that the neighborhood is considered when making transportation decisions. Mr. Shoefmann stated that he had written some notes from the Comprehensive Master Plan from 2010 and the Marlborough Street project which is ongoing, are the best examples of considering the neighborhood before design. Mr. Little stated that the city has a whole process in making these decisions. Chair Pregent stated that there is plenty of public input.

Chair Pregent stated that #4 on the Mayor's list seems to need minor action. Mr. Little agreed. Ms. Rubin stated that it needs a bit more than little action. She continued, stating that good design is necessary and the Committee needs to have the cutting edge design that other communities are adopting. Chair Pregent asked if the problem is looking at the design or implementing them. Mr. Shoefmann stated that the actual designs could be improved and this will occur with Complete Streets being adopted. He continued, stating that he believed this item was being done well. Ms. Brunner stated that communication collaboration between shareholders is also informal. Mr. Redfern stated that staff believes this item needs action. Chair Pregent stated that stating this item needs action is fine. Mr. Little stated that this item needs little item.

6. New Business

Mr. Redfern stated that on September 30th the Bicycle Pedestrian Advisory Committee at the New Hampshire Department of Transportation. He continued, stating that it can be found at BWANH.org.

Mr. McCarron stated that at the end of Marlborough Street by the Stone Arch Bridge there is a large pile of dirt and it makes it difficult to see each other crossing. He continued, stating that there have been accidents and it gets icy and muddy. Mr. McCarron stated that eliminating part of the bump would be best from Marlborough to Route 101. Mr. Redfern suggested an orange

gate. Chair Pregent stated that the legal limitations should be reviewed but it needs to be safe. Mr. Shoefmann stated that he will discuss it with other staff and let the Committee know.

7. **Next Meeting**: Next meeting date: September, 8 2015

8. **Adjournment**

Chair Pregent adjourned the meeting at 9:42 am.

Respectfully submitted by:

Lana Bluege, Minute-taker

August 12, 2015