



City of Keene
New Hampshire

BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING AGENDA

Wednesday, December 13, 2017 8:00 AM

**City Hall, Second Floor
Conference Room**

Members:

Linda Rubin, Chair
Christopher Brehme,
Vice Chair
Thom Little

Charles Redfern
Don Hayes
Ed Guyot

Dillon Benik, Alternate

- 1) Roll Call
- 2) October 11, 2017 and November 8, 2017 Minutes
- 3) Keene State College Geography – Wayfinding Project Presentation
- 4) Project Updates
(Note: BPPAC Master Plan Documents available to committee members on google drive)
- 5) Old Business
 - Public Outreach and Events
 - Keene Bicycle Mayor Updates
- 6) New Business
 - Items to be included for next meeting
- 7) Adjournment

Next meeting date –January 10, 2018

BICYCLE, PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, November 8, 2017

8:00 AM

**City Hall, Second Floor Conference
Room**

Members Present:

Linda Rubin, Chair
Chris Brehme, Vice Chair
Councilor Don Sutherland
Thom Little, Member
Charles Redfern, Member
Drew Bryenton, Public
David Souther, Public
Dylan Benik, Alternate
Court Blomquist

Staff Present:

Rhett Lamb
Andy Bohannon

Members Not Present:

Ed Guyot

- 1) **Roll Call**- Chair Rubin called meeting to order at 8:02 am.
- 2) **Accept October 11 minutes**- Mr. Redfern moved to accept October 11, 2017 minutes next month, Vice Chair Brehme seconded and motion passed by unanimous vote.
- 3) **Project Updates**

Mr. Bohannon said he has been working with KSC Graduate Seminar students, Wayfinding project. He said it was a good meeting and one of the students had worked with lighting project and has a good sense of the trails and will see good results. Vice Chair Brehme stated that the seminar group is interested in presenting at December's meeting and details about how to present in the room should be arranged. Mr. Bohannon suggested using the IT training room and Mr. Lamb pointed out the second floor conference room has a television screen. Chair Rubin said she would add them to the agenda for December.

Mr. Redfern asked Mr. Bohannon about the progress on kiosk maps. Mr. Bohannon said that was a project he was working with Will on and some are ready to go. He said they came out great and will be a nice addition to the trail system and they should be up this fall.

Chair Rubin stated that bicycle boxes are up on Main Street and they were provided by the Southwest Region Planning Commission mini-grant. Mr. Lamb said it was a requirement of the grant that they were on the ground and painted by December 1.

4) Complete Streets

- Bicycles on Downtown Sidewalks- Mr. Redfern stated that the concern is bicycles, skateboarders and jay crossings and other violations of rules that have lacked enforcement because of constraints on the police department. He said he gets frequent feedback from the public because of his role with PFK and BPPAC, and they are always expressing safety concerns over the use of sidewalks for bike paths. He asked if the grant for painting the streets in November is going to be administered for implementation in the City in the spring. Mr. Blomquist said the grant was aimed for spring time as there will be increased presence in downtown in the spring. Mr. Redfern asked if there is a little more flexibility with this particular grant and Mr. Blomquist agreed that it is not as stringent. Mr. Lamb said it is one of three grants geared at foot patrol in downtown and a police presence in downtown with the program and funding coming from targeted control grant.

Mr. Redfern asked if they will be considering biking on the sidewalks and other concerns and Mr. Lamb said the violations at the site are at the discretion of the officer. Mr. Redfern stated that his concern is pushback from the public about not supporting bicyclists and he would like to see it mitigated through an educational program, as well as alerting the public about how Complete Streets and bike boxes work to motorists. He stated he would like to brainstorm with the group about what a PR campaign might look like; he has some ideas but would like to hear from others.

Mr. Little stated that he thought there was going to be a representative from the police department present at today's meeting to discuss safety. He asked if the grant does not kick in for another four months, does that imply there is not going to be a police presence until then? Mr. Blomquist said there is a police presence that is not constant but the department is doing what they can do to support the downtown area and the Chief is very concerned about having a presence in downtown. He said that the grant is very specific with a time frame but the public education is the key objective.

Mr. Bohannon stated that if Mr. Little would like to have a representative from the Keene police department represented at the next meeting they could arrange that. Mr. Little said a random presence would be effective, with some tickets issued for jay walking and other things, the word of mouth would carry forward. He said there are a few cyclists who think they own the sidewalks downtown and he is afraid someone will get hurt. Mr. Bohannon reiterated that education is the primary goal of police officers and they are looking to create repertoire with individuals through education. He suggested they leave the law and violations to the discretion to the department. Mr. Little asked if the public is aware of the new striping and boxes on the street. Mr. Blomquist described the objectives of the grant with bike boxes starting on 101 by Main Street, utilizing sharrow style markings to allow cyclists and the motoring public to share the road and a public relations program is the next piece that will be rolled out. Chair Rubin stated that the education and awareness and additional enforcement will be great and the long-term goal for Main Street is that it is incredibly dangerous for cyclists, as cars do not see cyclists while pulling out of parking spaces. She said moving Main Street into the direction of safety for cyclists is the overall goal.

Mr. Bohannon mentioned the space for public sessions for the downtown and it was very productive. Mr. Blomquist said right now the Mayor has appointed an ad hoc committee for Revitalization for Downtown, they have had a consultant working on visioning work for downtown and the first step was getting an idea of what types of ideas people had, for example, what is downtown? He said in December they will be reporting out to the committee the findings of those sessions and the next step in the process is laying out activities around downtown. Mr. Blomquist said it will take the next year between the Mayor's committee and the public and then probably in late 2018 they would get into a preliminary design process, to have wider sidewalks. He said there is only so much space and the challenge is deciding what to accommodate in that space and to what level. There is a movement towards a more usable space for downtown and that does not work well with cyclists on the sidewalks. Chair Rubin asked where Complete Streets and active transportation fits into the prioritization process as it does not appear to be in the hierarchy of priority. Mr. Blomquist replied that the sessions are stating that not everything can fit into the space currently available and he encouraged everyone to stay involved in the process but any physical changes are not going to happen until 2022 and out.

Chair Rubin asked if any member from BPPAC should be on the Revitalization Committee and Mr. Blomquist stated that is a decision for the Mayor. Mr. Sutherland asked if City Engineer should be involved as he was disappointed in how Emerald Street was designed and communication between committees is important, as well as with the City Engineer and the public. Mr. Blomquist said City Engineer is involved in Revitalization project. Mr. Bohannon agreed that the communication is key and stated that Complete Streets should continue to be a presence in their thoughts processes and for BPPAC to be advocates for that and raise flag back to the Mayor and suggest that someone from BPPAC be involved in the Revitalization committee. Mr. Lamb said that committee needs to be reappointed in January so it is a good idea to ask about membership as they are moving into a different phase of the project so design guidelines like Complete Streets could fit into that. Chair Rubin suggested committee members think about whether or not they would like to become members of the Revitalization committee. Mr. Redfern asked if anyone is interested and Mr. Bryenton and guest said they would. They all agreed that parking is a major priority. Mr. Blomquist said for 2018-2048, parking is on the table.

Councilor Sutherland shared that the public is concerned about cyclists on sidewalks and cyclists are forced onto sidewalks as they are afraid to get their pedals onto the road. He said he has been talking to Councilor Jacobs and other constituents about what to do about enforcement, but perhaps education is best. He stated that with all of the changes happening on bike paths such as striping, boxes, sharrows, etc. and considering maps, public service announcements, perhaps federal PSAs that are already recorded that they could access. He said the Bike Mayor is interested in pursuing some of these areas already which is great, but that perhaps education safety programs can also be coordinated with the school system as well as leveraging existing communications and grant money.

Councilor Sutherland said the safety of cyclists versus diagonal parking is safety concern and perhaps putting diagonal parking on the left lane and handicap parking on the right lane is something to think about. Mr. Lamb said other ideas have been considered but not had support, for example, parallel parking.

Mr. Benik stated that his concern is the sharrows on Main Street are right up against back out parking and way too close to the bumpers of cars. He said new cyclists have to look out for themselves, as he

saw someone trying to take advantage of the sharrows and almost got hit. Mr. Redfern stated sharrows give a sense of a protected lane and perhaps give a false security that maybe is more effective for motorists than cyclists. Mr. Bohannon mentioned the diagonal being switched and Mr. Lamb said the curbing is designed for diagonal parking so it would be difficult. Mr. Bohannon said this conversation has been ongoing and it is not easy to resolve. Mr. Blomquist said they originally proposed the parallel parking concept when they constructed Railroad Street and it was not a popular idea. Chair Rubin suggested bringing Mr. Fenton back from Healthy Monadnock. Mr. Little asked if anyone has done an analysis on parallel parking. Mr. Lamb stated that a lot more space is needed for parallel parking and it will be greater than a 2 to 1 loss. Mr. Blomquist stated these are issues the Revitalization committee is discussing to create more space and gain more width on the road but the business people got upset about where their customers would go. He said the discussion is about parking management, how and where they can provide it. He stated it is difficult to convince a community that is used to parking in front of the door to park someone else.

Mr. Bohannon agreed that he would talk to Bicycle Mayor and he will attend the meeting next month again. Councilor Sutherland said there is no easy solution as there are nowhere parallel streets to Main Street; however, there is presently nowhere to alternately push the traffic. He said it would involve a bigger solution on where to move the traffic and that would be an answer. Mr. Lamb stated there were some plans from the 70s that would turn Main Street into pedestrian mall, and would require removing a lot of building and money. Mr. Lamb did encourage big picture ideas to be evaluated continuously. Chair Rubin shared a the theme of a keynote speaker from a summit she attended entitled, “Everything you Know About Economic Development is Dead Wrong”, and the main point he made is that people come to places because things happened when they were there that have created memories for their families. She stated that it is not through buildings, shopping or even restaurants, and more about the community interactions and social connections. She shared the example of Church Street example in Burlington, Vermont, where there are various characters present to create a sense of community and brings people to spaces.

Mr. Little said there is parking off of Main Street and if you are new to Keene you will choose parking spaces on Main Street because alternative spaces are hard to find. Mr. Brehme said accommodating parking maybe is not the central issue as automatic vehicles are going to become the majority. He asked if there was a bike registration program as it could be a way to educate cyclists.

Mr. Redfern asked if there is educational outreach that they can engage in. He declared that bikes have overtaken the community as the activity is more popular than it was fifteen years ago. He said he would be glad to take on the responsibility of developing a comprehensive public outreach program. Mr. Redfern stated that maybe bicycle registration is not a bad idea and one that would be revenue generating for the programs and assist with developing a fund for bicycle facilities and pedestrian matters.

Mr. Lamb stated he would not start with bicycle registration. Mr. Blomquist said the enforcement piece would be challenging. Mr. Lamb said the dog licensing program is a precedent for that and it is difficult. Mr. Brehme shared that there are probably ways to put a positive spin on bicycle registration but maybe it is not a good starting point. Mr. Blomquist stated that Chair Rubin’s insight into building a sense of place in the community is probably more inspirational. Mr. Redfern said runners with PFK have to pay registration fees associated with their races and that money is plugged back into cyclist activities. Mr. Blomquist cautioned against extra facilities as the question of who

pays for them is problematic. He mentioned the complaints coming from the ATV registration economy up North and the discord in the South of the state and the question of where exactly that money goes.

Mr. Redfern stated he will create a public education campaign over the winter with support from the Councilor perspectives as well as the Bicycle Mayor with the committee's blessing. He asked for Bicycle Mayor's contact information.

-West Street- Chair Rubin stated that one of the project priorities for the updated Bicycle and Pedestrian Master Plan from BPPAC is West Street. They discussed at last meeting what steps would be taken to gather data to show that West Street warrants being a priority project, as well as what education awareness is needed. She said BPPAC is aware of the scope of the project; however, West Street is a major thoroughway and is the least safe. She said there is an incredible amount of jay walking, lack of crosswalks and sidewalks are inadequate for cycling and the roads are unsafe. She said West Street could be seen as a social justice issue as well, with the presence of sober living apartments, hotels and the sorts of people that may not have their own vehicles and are of lower socioeconomic strata. Chair Rubin asked how to prioritize the West Street project.

Councilor Sutherland recommended foot counting as a useful data point. He said there are a lot of people walking on the north side of the street, laundry facilities and a matter of understanding what the traffic volume is on West Street relative to Main Street. He suggested working with the City Engineer on the possibility of a center turn lane because one of the major problems on West Street is constant shifting against traffic. He suggested finding out whether or not freeing up real estate for bike lanes is possible. Mr. Lamb said that the last plan for West Street was 25 years ago and did not get traction then.

Mr. Blomquist said West Street has 22,000 cars per day and reduction of lanes could be accomplished, but capacity is an issue. He stated that perhaps simple things can be done as of now. Chair Rubin stated that as a committee BPPAC would like to get West Street on the radar. Councilor Sutherland suggested getting the data; develop short term, then mid-term and long-term goals. He stated that it would look the same lower Main Street aimed at short term fixes until they can get further down the line. He said it starts with staff then Councilors through CIP process, and extra data collection requires extra money, hiring a consultant and SWRPC requires money now. He said a grant may be possible through SWRPC. Mr. Sutherland said the bike path is the only alternative. Mr. Benik said once the snow comes, people carrying groceries have to walk on West Street. Mr. Sutherland mentioned that public transportation can alleviate that problem. Mr. Benik stated that there will also be more people living off West Street with Colony Mill condominiums being constructed.

Old Business- Chair Rubin stated that Mr. Schoefman was going to put together a schedule of events for committee, but he did not get around to sending it out this month so they will probably have to wait until December. She said he was also going to draft a schedule of events, as well as a letter for the ATV trail use. Mr. Redfern asked if it was to accompany the resolutions and Chair Rubin replied yes. Mr. Lamb said Mr. Schoefman can send it out as soon as he can and not to worry too much about the letter itself as the motion usually goes with a targeted audience which is the federal regulation. He said he will make sure the letter gets copied to committee members.

Chair Rubin said Ms. Manion was scheduled to be present at today's meeting to talk about Bicycle Mayor updates but she was not in attendance. Mr. Bohannon said he has a meeting scheduled with Ms. Manion for next week to better understand her role and objectives. He sent her a grant that was working with Kiwanis Club and Cool Wheels centered on more education and riding safety. He said something that came forward in the Council meetings was safety and also a bike share type program as they receive informational emails from various companies who do bike sharing so he forwarded those emails over to her. Mr. Bohannon stated that when they installed the bike stations she attended a conference and shared some information so that he could learn more about the Bike Mayor role and said when he gets more information from her he will be glad to share it. Mr. Redfern stated that Ms. Manion's role is to educate the public about motorist, pedestrian and cyclist responsibilities in the City of Keene. He said once the discussion starts with Councilor Sutherland, himself and Councilor Jacobs they will discuss their concerns and he asked Mr. Bohannon if he could relay the interests that arise from the committee meeting to Ms. Manion so their objectives are more aligned.

Mr. Bohannon stated the City has received 40 poles and will be working on installing them through the fall and what they do not complete now they will complete in the spring. Mr. Redfern asked if the ground will be too hard after Thanksgiving and Mr. Blomquist said not yet, as the temperature will be going up again next week and of more concern is digging into the rail bed and gravel.

Chair Rubin asked if there is anything else, they had discussed walking counts but they could discuss that next month.

7) **New Business**- N/A.

8) Adjournment – Chair Rubin adjourned the meeting at 9:25 am.

Next meeting date –December 13, 2017

Minutes recorded by,

Ayshah Kassamali-Fox, Minute Taker

Additional Edits by,

Will Schoefmann, Planning Staff

City of Keene
New Hampshire

BICYCLE, PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, October 11, 2017

8:00 AM

City Hall, Second Floor Conference
Room

Members Present:

Linda Rubin, Chair
Chris Brehme, Vice Chair
Thom Little, Member
Charles Redfern, Member
Sam Hawkes, Alternate
Don Hayes, Member
Drew Bryenton, Guest

Staff Present:

Will Schoefman, Staff

Members Not Present:

Dylan Benik, Alternate
Ed Guyot

1) **Roll Call and accept September 13, 2017 Minutes**

Mr. Little motioned to accept September minutes as submitted, Mr. Redfern seconded and it was passed by unanimous vote.

2) **Project Updates** (Note: BPPAC Master Plan Documents available to committee members on google drive)

Master Plan- Mr. Schoefman pointed members to a spreadsheet in the back of their packets. He said he brought the Master Plan with him today and he be uploading it for members once he gets more details under the Funding and Collaboration section which will round up the Introduction. He said he will be focusing on the Master Plan again and he is open to comments whenever they arise and significant changes can be discussed at BPPAC meetings.

NH Pass Signage- Mr. Schoefman said they put up old noncompliant signs in town- one on Washington Street, one on Maple Avenue coming off of the state routes and a smaller one at the Northern side of the Court Street roundabout where it meets 12 A, Old Walpole Road and Maple

Avenue. He said the sign installation person will go back after the New Year to re-tap them because the signs tend to settle into the ground. He said they have three newer signs that he needs to get approved by the State to install at three preapproved sites on the list. Mr. Schoefman said those signs will be up by spring once DOT has signed off on the new signs and locations.

Bicycle Mayor- Mr. Schoefman said Tiffany Manion heard feedback from BPPAC and she had a follow up meeting with the Mayor who expressed similar sentiments. He said Ms. Manion was announced at the Fall Festival with the help of Jen Rizley as a kick off for her bicycle mayor campaign. Mr. Schoefman said he added that item as an update because she will probably work closely with the Planning department on some of the goals from the Master Plan and he believes those efforts will be complimentary to the objectives of BPPAC. Mr. Hawkes asked what types of crowd funding she is doing and Mr. Schoefman replied she will probably utilize a multi-pronged approach involving multimedia and other launch events.

Wayfinding Project- Mr. Schoefman said he met with the Keene State geography seminar group conducting their junior/senior seminar. He said they reviewed their goals for their project which is focused on downtown wayfinding and separate grade path wayfinding analysis and he is working with them to ensure their goals are aligned with BPPAC and the City's objectives. He said one aspect they are looking at are the Main Street crossings at Keene State College and he expects some good results from the group. Mr. Schoefman also suggested that they deliver a presentation to BPPAC once completed.

2. Complete Streets Mini-Grant

Mr. Schoefman said the City was awarded the \$10,000 mini-grant for its proposal for Main Street bike lane sharrows, bike boxes and signage that they will install along with in-street striping. He said the grant is due to be implemented by November 1. He said the Engineering department has an estimate from the lining contractors so they just have to initiate the project, probably in the next week or so. Mr. Brehme asked who the donor is and Mr. Schoefman replied it was an anonymous donor who wanted to target the Monadnock region. He said they are trying to make this round very successful so it serves as a good pilot for the donor to encourage him/her to continue this type of work.

3. West Street

Mr. Schoefman said at the last meeting he gave the committee some interim solutions in the five year span and then some longer-term plans. He said he hoped to get some feedback from BPPAC about their ideas about West Street as a priority goal for them. Chair Rubin asked Mr. Schoefman what the steps would be for the City process and community input. Mr. Schoefman suggested a public forum or workshop on West Street to compile community feedback. He said he does not see West Street on the resurfacing projects priority list as the City's financial guidelines are curtailing many bonding projects for roads. Mr. Schoefman said he would like to

get ideas from the group to relay to the City Engineer about West Street as a priority project. He said they are doing a sidewalk assessment and plugging data into software to determine where the efforts should be concentrated and that West Street would factor into where they could focus improvements. He emphasized that the financial climate is an issue, however. Mr. Redfern said he has observed a lot of activity downtown on Main Street and not necessarily on West Street as a complete street focus. Mr. Schoefman said downtown has a lot more limitations on what can be accomplished as a complete street and right now it is closer to the criteria for a slow street and he thinks there is also opportunity for West Street. Mr. Redfern asked Mr. Schoefman if he believes that Main Street needs to be monitored like West Street. Mr. Schoefman said the conversation about West Street is not very open right now so there is an opportunity to build awareness, perhaps through a public workshop.

Mr. Little added that there is an education problem with Main Street and in the past the police department would enforce no cycling on the sidewalks, however, that is no longer the case and he suggested the police enforcing the no-cycling law with tickets again as it is a very dangerous situation. Mr. Schoefman replied that the topic came up in the Revitalization forum and if BPPAC wants to take a position on that they could make a motion.

Mr. Redfern said that he was approached by Councilor Sutherland and he thinks there needs to be some educational outreach on that issue. Mr. Hawkes said that is one of Ms. Manion's objectives with her program. Mr. Schoefman said Ms. Manion is planning to bring the outreach to driver's education programs as well. Mr. Little said that Main Street is a terrible place to ride a bicycle because of the parking situation and he is surprised that there are not more injuries. Mr. Schoefman said he rides Main Street probably 60-75% of the time commuting to work in the summer, and only once he experienced a car backing out without seeing him, however, he rides with caution. Mr. Schoefman said this speaks to the outreach that is necessary on both ends of the spectrum for all users of the roadway. He said if Councilor Sutherland has ideas that there is opportunity at the Councilor level for some ideas that the group might have. He said perhaps they can motion to bring the sidewalk issue to the police chief's attention. Mr. Schoefman stated that there has to be incentive from somewhere for enforcement of no bicycles on the sidewalk. Mr. Redfern said he would be glad to submit a letter from a citizen and asked if they could invite Councilor Sutherland to a meeting as he had asked to attend the group meeting. He also suggested having Ms. Manion and Councilors at a BPPAC meeting to discuss bike safety issues and suggested adding that item to the agenda.

Mr. Brehme suggested a middle turn lane so there is one lane of traffic going each way. Mr. Schoefman said he thinks there is enough space to do an unprotected bike lane right now but the major stumbling block for DPW is the gateway street configuration and determining the amount of space there is to work with. He encouraged group to think about what things could be done in a 5-10 year time span, and what things could be done in 10-15 years. Mr. Schoefman stated that what is being done with the TAP project by the Y is a full gravel side path which would not work on West Street, but a paved side path concept might work on West Street during reconstruction in 10-15 years, and he encouraged brainstorming about finding options in the meantime.

Mr. Bryenton asked if there are case studies where a city has taken a five lane road and implemented it to see the results. Mr. Schoefman said there is an Urban Street Design Guide that has some case studies and shows how to bring down huge expansive roads into complete streets and those concepts could be considered. He said that is definitely within the 10-15 year scope and would probably involve reconstruction, for example, the middle turning lane idea would involve re-laning (5-10 years) and resurfacing (10-15 years) and bike facilities (5 years). Chair Rubin asked how they can get these ideas on the radar to a level of people taking notice and actually being put into the CIP and receiving attention from the leaders of the community. She asked if there is relevant data and how they could disseminate it. Mr. Schoefman said they need data to make a case about why West Street is a nightmare for pedestrians and cyclists. He said if BPPAC wants to invite Ms. Manion and Councilor Sutherland in for a meeting with committee he could develop bullet points to focus some attention to West Street. Mr. Schoefman said that once the TAP project ends, West Street issue might begin so it is strategically positioned. Chair Rubin asked if they have pedestrian and cyclist counts for West Street. Mr. Schoefman said he would have data once BPPAC members help do the counts. Chair Rubin suggested BPPAC members go out and organize public counts. Mr. Schoefman said that is a good idea and would show ownership among committee members.

Mr. Brehme stated that West Street is a pedestrian problem first and Main Street is a bicyclist problem. Mr. Hayes said he does not think the City has any real interest in West Street and it is shameful. Chair Rubin said BPPAC has prioritized West Street and they need to elevate the issue to the powers that be. She said it is a safety and social justice issue as the most disadvantaged sector of the population does not have a means to safely travel West Street so it is beyond a recreational issue for cyclists. Mr. Schoefman agreed that people with wheelchairs or who lack transportation cannot navigate West Street safely. Chair Rubin emphasized that they cannot wait 15 years to make positive changes on West Street.

She said if it is a design charade they can get Mark Fenton into the meeting. Mr. Schoefman said if they are going to build a case, they need to get counts. He stated Bike Walk to Work week is in spring and an opportunity for public input at events in Central Square during that week and if BPPAC can help coordinate input gathering at that event, perhaps they can get enough momentum with the counts, scheduling out some kind of workshop similarly to the Downtown Revitalization project. Mr. Schoefman said scheduling a summer workshop in June could be feasible as that is when the TAP project will be out.

Chair Rubin asked Mr. Redfern which Councilors are interested in attending a meeting. Mr. Redfern replied Councilor Sutherland and Ms. Manion. Chair Rubin recommended they talk about West Street and cyclist education and any data that they already have for West Street during the meeting. Mr. Schoefman said there are no good ways to count without actual people collecting the data. Mr. Bryenton said he could maybe do a count on West Street by Starbucks. Mr. Schoefman said that he would have to crunch the data a certain way to tease out the bicycle data. He said manual counts are the most intensive but the most precise. Chair Rubin said

between MAST and BPPAC and friends and family they can get the job done. Mr. Schoefman said he did counts for the mini-grant on Main Street and there is a standard protocol for data collection. He said he has a template for the counts of the mini-grant which he can send out and can be complete on an iPad or other device. Chair Rubin asked if they could discuss that more at the next meeting.

Mr. Schoefman said that collecting data during snowy days would be good for creating a case as plowing the sidewalks is probably as dangerous as walking on the sidewalks. Mr. Bryenton stated that perhaps linking West Street and Main Street in its objectives by taking the data from the Down town Revitalization CIP that is being done could be helpful on creating a case for West Street. He asked Mr. Schoefman if that approach is possible. Mr. Schoefman said there is no West Street Revitalization CIP, but it might make a good opportunity to piggyback the inertia and agreed that the design principles are similar enough to transfer them, especially with the mini-grant implementation, as it showcases interim solutions. He said he believes they successfully made the case that shared and unprotected bike lanes are interim solutions aimed at waiting for a more complete street in the future.

5) Old Business

N/A

6) New Business

Schedule of events

Mr. Schoefman said he would put out a schedule of events for the group, including Cool Wheels, Bike to Work Week event and maybe others. He said he will bring the preliminary schedule and calendar for bike and pedestrian oriented events to the next meeting and they can go from there.

Request for letter/resolution (re: ATVs)

Mr. Schoefman said the resolution was approved by Council for staff to draft a resolution and it should have its first reading at Council next week. He said it takes two readings to be approved or ratified. Mr. Little asked if it will be in the agenda and his concern is that the resolution does not appear anywhere where the public can see it. Mr. Schoefman said it will be released when the agenda is released after October 18. Mr. Little emphasized its importance because the resolution is a very significant change that will impact the future and the more community involvement, the better. Mr. Redfern said that he agrees with Mr. Little and stated that Swanzy voted in the resolution already and there are at least 4 or 5 other towns on board so there is a lot of local support. Chair Rubin said it is a good idea for members to attend the full Council meeting on October 18 to show support. Mr. Schoefman said the resolution got bounced back for language last Thursday and he has revisions for submittal for the October 18 meeting. Mr. Little

said there is one possible hiccup in this resolution because prior to this action, if there is snow on the ground, ATVS had access. He said under this resolution ATVs will be restricted access and the ATV community has been silent on this issue.

Mr. Little said the new pedestrian crossing on Roxbury Street was installed with white lights and then five days later they installed yellow lights so it is no longer a problem.

Mr. Brehme asked if they would like to have the geography students present their work during finals week as that is typically when they present their work. Committee members agreed.

Mr. Hawkes announced that he will no longer be attending meetings into the future and that he would provide a resignation letter. Committee members thanked him for his service. Chair Rubin stated that a spot would be open and that they should think about new members. Members suggested Mr. Bryenton and he said he would consider it for next time.

7) **Adjournment-Next meeting date –October 11, 2017**

Chair Rubin adjourned the meeting at 8:08 am.

Respectfully submitted by,

Ayshah Kassamali-Fox, Minute Taker

Additional Edits Submitted by,

Will Schoefmann, Planning Staff

BPPAC Project Updates 2017

NOVEMBER

Project	Status	Budget *		Schedule			Updates (change and relevant updates)
		Cost	Status	Start	Finish	Status	
Jonathan Daniels Trail	Planning	N/A	N/A	N/A	N/A	N/A	Getting estimate for drainage and surfacing maintenance
Jonathan Daniels Trail Phase II	Planning	\$20K	Even	N/A	N/A	N/A	Removed from CIP. Seeking alternative funding sources for a study. Added to priorities under trail projects. On Priority List for Master Plan
Cheshire Rail Trail - Park Ave. Loop	Planning	\$411,615.51	Even	14-Aug-15	Fall 17?	On Schedule	Preferred Alternatives approved by City Council, June 1, 2017. Historic Resource Review conducted. Change Order for additional Engineering Study costs processed. Engineering Study Due End of September.
Bike Racks	Working	Grant Funded/Fed+ SWRPC	N/A	ongoing	N/A	N/A	Downtown Bike Racks set out. Exploring additional meter hitch options for head of square. Updated bike parking map on its way.
Master Plan	Working	City Staff	N/A	Spring14	Fall 2017	Behind	Introduction and Background available for BPPAC Review (see updated timeline)
Mayor's Challenge	Completed	City Staff	N/A	29-Sep-15	Mar-16	On Schedule	BPPAC completed focus area review. Bike to Work Day, National Bike Month PSA completed and Proclamation completed (Council May 5) Ongoing opportunities will be monitored by City Staff.
NH Pass Signage	Working	City Staff	N/A	ongoing	May-17	Behind	"FHWA non compliant signage" 1 large and 2 smaller signs installed along Maple Ave, Court Street Roundabout and Washington Street. New compliant signs available, staff have procured three and will be contacting the state to proceed with installation of those. quote for additional 10 of \$965.70. Letter submitted by MCC re: installation.
Lighting	Planning	City Staff	N/A	ongoing	N/A	On Schedule	Mapping completed by KSC geography student recommendations/preferred siting options have been selected PFK donating \$31k to be used for lighting via private RFP.
Complete Street Mini Grant	Out For Bid	\$10K	Even	underway	Nov-17	On Schedule	City of Keene awarded 10k mini grant for Main Street Bike Lane, Sharrow, Bike Boxes and Signage installation. Lining has been completed by contractor for just over 8k. Signage installation due to be completed by December with approval of Grant extension by SWRPC. PSA and Info fliers/material due next week
Bicycle Mayor	Working	Local Crowd	N/A	Fall 2017	N/A	On Schedule	A Cycle Space program. Tiffany Mannion has been endorsed as Keene's Bicycle Mayor and will be seeking to work with the BPPAC on Education, Outreach and Event Development as part of her Action Plan. First Bicycle Mayor in the USA!!!

MASTER PLAN							
Access Point & Connectivity Analysis	Planning	City Staff	N/A			N/A	Master Plan top 5 project. Staff will be Planning this project in the upcoming months.
Wayfinding	Planning	City Staff Unknown	N/A	Planning	N/A	On Schedule	Planning Staff met with Keene State Geography Seminar group to review goals and kick off the project. Downtown Wayfinding incorporated as part of the Downtown Revitalization CIP through DPW.
Complete Streets Assessment	Planning	City Staff	N/A	Planning	N/A	N/A	Master Plan top 5 project. Staff will be Planning this project in the upcoming months.
Sidewalk/Pedestrian Connectivity	Planning	City Staff	N/A	Planning	N/A	N/A	The Engineering Division, Department of Public Works has an app available to them and have completed 65% of the condition assessment of all City Owned sidewalks for Spring 2017.
West Street - Complete Street	Planning	City Staff Unknown	N/A	Planning	N/A	N/A	Desingated as a Gateway Street in the Complete Street Design Guide. BPPAC discussing interim and long range solutions for bike/ped facilities along the cooridor.

*Budget - Even = "Within Budget"

ITEMS WITH UPDATES

BPPAC Project Updates 2017

DECEMBER

Project	Status	Budget *		Schedule			Updates (change and relevant updates)
		Cost	Status	Start	Finish	Status	
Jonathan Daniels Trail	Planning	N/A	N/A	N/A	N/A	N/A	Getting estimate for drainage and surfacing maintenance
Jonathan Daniels Trail Phase II	Planning	\$20K	Even	N/A	N/A	N/A	Removed from CIP. Seeking alternative funding sources for a study. Added to priorities under trail projects. On Priority List for Master Plan
Cheshire Rail Trail - Park Ave. Loop	Planning	\$411,615.51	Even	14-Aug-15	Fall 17?	On Schedule	Environmental Review process has been extended due to various identified sensitive species and habitat being identified. Engineering Study Due end of December 2017.
Bike Racks	Working	Grant Funded/Fed+ SWRPC	N/A	ongoing	N/A	N/A	Some Downtown Bike Racks taken in. Exploring additional meter hitch options for head of square.
Master Plan	Working	City Staff	N/A	Spring14	Fall 2017	Behind	Introduction and Background available for BPPAC Review (see updated timeline)
Mayor's Challenge	Completed	City Staff	N/A	29-Sep-15	Mar-16	On Schedule	BPPAC completed focus area review. Bike to Work Day, National Bike Month PSA completed and Proclamation completed (Council May 5) Ongoing opportunities will be monitored by City Staff.
NH Pass Signage	Working	City Staff	N/A	ongoing	May-17	Behind	"FHWA non compliant signage" 1 large and 2 smaller signs installed along Maple Ave, Court Street Roundabout and Washington Street. New compliant signs available, staff have procured three and will be contacting the state to proceed with installation of those. quote for additional 10 of \$965.70. Letter submitted by MCC re: installation.
Lighting	Planning	City Staff	N/A	ongoing	N/A	On Schedule	Mapping completed by KSC geography student recommendations/preferred siting options have been selected PFK donating \$31k to be used for lighting via private RFP.
Complete Street Mini Grant	Out For Bid	\$10K	Even	underway	Nov-17	On Schedule	Lining has been completed by contractor for just over 8k. Signage installation due to be completed by December with approval of Grant extension by SWRPC. PSA has been distributed and run in the Sentinel, Info fliers/material due later this month.
Bicycle Mayor	Working	Local Crowd	N/A	Fall 2017	N/A	On Schedule	A Cycle Space program. Tiffany Mannion has been endorsed as Keene's Bicycle Mayor and will be seeking to work with the BPPAC on Education, Outreach and Event Development as part of her Action Plan. First Bicycle Mayor in the USA!!!

MASTER PLAN							
Access Point & Connectivity Analysis	Planning	City Staff	N/A			N/A	Master Plan top 5 project. Staff will be Planning this project in the upcoming months.
Wayfinding	Planning	City Staff Unknown	N/A	Planning	N/A	On Schedule	Planning Staff met with Keene State Geography Seminar group to review goals and kick off the project. Downtown Wayfinding incorporated as part of the Downtown Revitalization CIP through DPW.
Complete Streets Assessment	Planning	City Staff	N/A	Planning	N/A	N/A	Master Plan top 5 project. Staff will be Planning this project in the upcoming months.
Sidewalk/Pedestrian Connectivity	Planning	City Staff	N/A	Planning	N/A	N/A	The Engineering Division, Department of Public Works has an app available to them and have completed 65% of the condition assessment of all City Owned sidewalks for Spring 2017.
West Street - Complete Street	Planning	City Staff Unknown	N/A	Planning	N/A	N/A	Designated as a Gateway Street in the Complete Street Design Guide. BPPAC discussing interim and long range solutions for bike/ped facilities along the corridor.

*Budget - Even = "Within Budget"

ITEMS WITH UPDATES