



City of Keene
New Hampshire

BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING AGENDA

Wednesday, February 14, 2018

8:15 AM

**City Hall, Second Floor
Conference Room**

Members:

Linda Rubin, Chair	Charles Redfern
Dillon Benik, Vice Chair	Ed Guyot
Christopher Brehme	Drew Bryenton, Alternate
Thom Little	David Souther, Alternate

- 1) Roll Call
- 2) January 10, 2018 Minutes
- 3) Project Updates
(Note: BPPAC Master Plan Documents available to committee members on google drive)
- 4) Bicycle/Pedestrian Counting Program Discussion (15 minutes)
- 5) Old Business
 - Pathway Maps Review and Input
 - Project Funding Approach and Strategy
 - West Street Complete Street Strategy
 - KSC "Freedom by Design" Ashuelot River Park pumptrack
 - Public Outreach and Events
- 6) New Business
 - Items to be included for next meeting
- 7) Adjournment

Next meeting date –March 14, 2018

BICYCLE, PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, January 10, 2018

8:00 AM

**City Hall, Second Floor Conference
Room**

Members Present:

Linda Rubin, Chair
Chris Brehme, Vice Chair
Thom Little, Member
Charles Redfern, Member
Dillon Benik, Member
Drew Bryenton, Alternate
David Souther, Alternate

Staff Present:

Will Schoefmann, City Staff
Kurt Blomquist, DPW Director

Guests Present:

Charles Daloz, Public
Tiffany Mannion, Public

Members Not Present:

Ed Guyot

1) Roll Call

Chair Rubin called the meeting to order at 8:15 am and roll call was conducted. She stated that Mr. Benik has become a full member of the committee by replacing Mr. Hayes.

2) Election of Chair and Vice Chair

Mr. Bryenton moved to nominate Chair Rubin again as Chair, Mr. Little seconded and the nomination was passed unanimously. Mr. Brehme moved to nominate Mr. Benik as Vice Chair, Mr. Souther seconded and the nomination was passed unanimously.

3) December 13, 2017 Minutes

Mr. Little moved to accept the December 13, 2017 minutes with amendments, the motion was seconded by Vice Chair Brehme and motion passed unanimously.

October 11, 2017 revisions:

Page 1, move Drew Bryenton, Public from Members Present to Guests Present

Page 6, 7, announcement of next meeting change October 11, 2017 to November 8, 2017.

Page 2, after 2) and before 3), add:

Mr. Little noted that today's meeting started at 8:05 am, the November meeting ended at 9:25 am, and the October meeting ended at 9:08 am. He asked when today's meeting would end. Chair Rubin responded that today's meeting would end at 9:00 am.

Page 7, Lighting Project Update, change last paragraph to Meeting Schedule and add:

Chair Rubin suggested that for the next meeting they extend the agenda half an hour to develop a methodology for the Pedestrian Counts program and to begin the meeting at 8:15 am from now on. It was agreed 100% that future meetings will be 8:15 am-9:15 am and the January meeting will be 8:15 am to 9:45 am.

4) Project Updates

Cheshire-Rail Trail (TAP Grant) - Mr. Schoefmann updated committee on movement for January. He said the engineering study was submitted and is currently under review by NHDOT and Federal Highway Review. The Planning Department expects to receive feedback for moving forward for the preliminary engineering for that project. Mr. Little asked if wildlife is a hindrance to the engineering schedule. Mr. Schoefmann replied that he does not believe it will be too much of a barrier to proceeding as they submitted a refined project impact area for the Environmental Bureau. Mr. Little expressed concern again about how the environmental impact will affect timing of the project. Mr. Schoefmann said that the next phases of the project are preliminary engineering, final design and then advertisement for construction once the final design is approved. He said the idea is to have it out for bid by April or May. Mr. Schoefmann said NHDOT reshuffled around the LPA guidelines that they are required to follow for these types of projects and because the Planning department gave them more feedback in the engineering report, that should help avoid last minute bog downs like Mr. Little described.

Master Plan- Mr. Schoefmann said he is currently developing trail specific maps to go with the sections that describe each trail in the Master Plan. He said once he gets maps sorted out and facilities associated with those trail segments and he will be moving on to the next part of the Master Plan and will put an update on the agenda for next month.

Mayor's Innovation Conference- Mr. Schoefmann said the Mayor was invited to attend Conference at the end of January to discuss equitable bike infrastructure. He said there is a PowerPoint being developed that he will send out to committee. The Mayor will be participating in a panel along with the Mayor of Philadelphia, a NACTO professional as well as Ms. Mannion, the Bicycle Mayor of Keene.

NH Pass Signage- Mr. Schoefmann said he had a meeting scheduled with a public works highway foreman but they were both out sick so they never met. He said they are trying to determine what sites to place three signs from the old right of way encroachment agreement and

how they can fund ten more signs in order to satisfy the donation of the initial signs from MCC that were deemed noncompliant by Federal Highway.

Compete Streets Mini-Grant- Mr. Schoefmann stated that the striping and lining on the pavement was implemented at the end of November, however, without the sign shop being staffed at Public Works they were unable to do the in-house signage in the project area and that will resume in the Spring. He said eight signs will go up in bike box facilities; some will be co-located on existing poles to avoid putting up too much new signage and reduce sign clutter.

Bicycle Mayor Update- Ms. Tiffany Mannion introduced herself to the committee. She said she was appointed Bicycle Mayor about three months ago; however, she has pulled the project indoors for the winter. She is currently working with an Antioch group to get the Bicycle Friendly Business part of the website up which is a project that keeps starting up in the community by Antioch and Monadnock Buy Local and they decided to house it on Bicycle Mayor of Keene website for the public to see the types of benefits associated with bicycle friendly businesses. Ms. Mannion expects website to be up and running in the next month or so.

Ms. Mannion also shared that she is headed down to Washington D.C. at the end of January to the National Mayor's Convention along with the Mayor of Keene, and she is also presenting a poster panel at the National Bike Summit in Washington D.C. in March discussing the Bicycle Mayor Program. She said there are currently 8 Bicycle Mayors in the world right now and they are investigating ways of connecting and establishing metrics for assessing program on a global scale and also ways to interpret that information on a local scale.

Ms. Mannion said she met with the MC² high school and met with students that are interested in building bikes and she is also interested in developing a Bicycle Kitchen, which is a place where people can fix their bikes in a communal work space. The Bicycle Kitchen concept might use video tutorials, laminated sheets or individuals present to provide support for people wanting to fix their bikes. She sent out her first monthly email campaign newsletter for Bicycle Mayor program which highlighted Monadnock Buy Local and their commitment to sustainable transportation. She said she has also been working with co-contributors for articles to pull together the community of cyclists in the region.

Ms. Mannion discussed two other components of her work: (1) she is a certified LCI instructor to teach bicycle education, (2) she is taking a three hour course to become certified in delivering Complete Streets programming to school children in lower age groups (fourth grade) this spring as bringing multi-modal transportation (pedestrian, safe streets and cycling) to schools. Ms. Mannion stated she is also bringing Traffic Skills 101 to the City of Keene which is the Gold Standard of cycling education put out by the League of American Cyclists. She said it teaches safety, navigation and she already has a class of twelve at the end of April, it can be run as often as possible depending upon participation. She is looking to make the two day, intensive course online accessible for people who cannot give up an entire weekend. She said more information is on the Bicycle Mayor of Keene website. Ms. Mannion stated she also did a radio blurb on the program.

5) KSC Wayfinding Project Presentation Discussion

Mr. Schoefmann shared a copy of the 140-page KSC Wayfinding report from Dr. Cusak from Keene State College with the committee. He said the City will be receiving two bound copies from Dr. Cusak. He stated that the Geography students who presented to the committee will have an educational poster and seminar classes at the MAST annual meeting, along with Dr. Cusak, to answer any questions.

Mr. Schoefmann summarized the presentation for the committee. He stated the KSC students gauged how familiar students on campus were with various locations in Keene using an interactive aerial photograph. Students had a hard time identifying municipal facilities. Mr. Schoefmann said when they discuss wayfinding from a bicycle/pedestrian perspective they may want to look at civic locations to direct people to. Mr. Bryenton agreed with the students' assessment of the importance of wayfinding common branding and increasing awareness about accessing the Monadnock Marketplace from the rail trail using wayfinding signage.

Mr. Little stated his surprise that with the prevalence of smart phones, students are not using Google Maps more. He asked if they are integrating signage with Google Maps. Mr. Schoefmann said he was unsure if Google Maps has a routable network by bicycle. Mr. Benik stated that other map software will give poor routes using busy roads like West Street and suggested that Google Maps is probably used by students for long-term trips and not shorter ones. Mr. Bryenton asked Mr. Brehme if he had any ideas about the interface between internet and hardware on the ground and is there a benefit to having signage on the ground. Mr. Brehme stated that anecdotally he thinks signage is important, especially for visitors to the area.

Mr. Schoefmann shared that he is a local guide for Google Maps and encouraged members to submit edits to the maps as that is how Google crowdsources edits for their system. Mr. Little stated that the problem with printed maps is that they outdate quickly and they are costly. He said he submitted the trail system in Keene to Google Maps and he believes that the direction for the future is to pursue updates through Google Maps. Mr. Little thinks the high number of signs in Keene is absurd. Mr. Schoefmann showed on his iPad that Apple Maps takes you through West Street instead of other routes that would direct people to go over the highway instead of underneath it. Mr. Brehme stated that Google Maps has become a universal source of information but they should not rely on it as there are third party maps that they cannot control the data sourcing.

Mr. Schoefmann added that his department uses a trail finder application and a resident on a Daniels Hill Road was upset that people kept driving by their property. The resident asked for the City to change the route on their product, however, ESRI has 30 different layers of information for their base maps and so it is not necessarily an easy detail to change. Mr. Little said he suggested that they try to move into the 21st century while maintaining the signage to a degree. Mr. Schoefmann proposed identifying intersections where signage is needed, for example, School Street and Gilbo Avenue which is a problematic area. Mr. Little asked what would be a good point of contact to start tying in Google Map updates as the updates take a long time. Mr. Benik suggested that the maps are most likely getting most of the data from people

crossing West Street as opposed to using alternative routes, like the bridge. Mr. Blomquist pointed to the inaccuracy of GPS as a factor as well.

Mr. Little suggested perhaps submitting edits from the BPPAC from City of Keene, updates may carry more weight. He said he often sees people riding their bicycles from Cheshire Trail across Main Street and asked what the committee could do to mitigate that behavior as it is very dangerous. Chair Rubin stated that the KSC student project highlighted safety of the street as paramount to anything else. Mr. Schoefmann suggested maybe putting signage on Railroad Square as you leave the trail. Mr. Blomquist emphasized that many people are not going to follow the signs. He said that signage is important but sign pollution is a problem as well. So the question is how to get people's attention in a world where phones have distracted most people from paying attention. Mr. Little asked if it is legal to bike across crosswalks. Mr. Blomquist replied that it is not currently legal, however, officers are not going to issue tickets for first time offenders and there is a PR component to that. Mr. Little said it could be done randomly and the word would get out. Chair Rubin said the streets are designed for vehicles and are unsafe for bicycle use, so the problem is not the cyclists. She said the question is how to make Main Street safer for pedestrians and cyclists. Mr. Blomquist agreed with Chair Rubin but emphasized that all users need to be accommodated for Main Street to survive. He said placing blame is not going to be productive. Mr. Little suggested to Mr. Blomquist that a pedestrian light at the Cheshire Rail Trail and Main Street crossing would be helpful. Mr. Blomquist said that placing flashing lights can become challenging for motorists and advocates' for a more holistic approach.

Chair Rubin stated that Mr. Bryenton agreed to sit on the Revitalization committee to provide a link between BPPAC's and Revitalization committee goals to secure the interests of cyclists, pedestrians, and public transportation. Mr. Little said the majority of cyclists in the study rode their bikes across crosswalks instead of walking the bikes and that is the mode that they prefer to operate. Chair Rubin shared the concept of "Goat Paths" which suggests that people will get from point A to point B in the quickest way possible. Mr. Souther agreed that the most convenient path is the one he often chooses when cycling. Mr. Benik asked if students can ride on Appian Way and Mr. Schoefmann replied yes, they consider it a multiuse facility and not a pedestrian walkway. Mr. Schoefmann said NHDOT uses heat mapping and he will bring it up at the next meeting to look at where people are riding. He concluded that the committee should incorporate the project's findings into the Master Plan as references. Chair Rubin thanked KSC students on their project.

6) Old Business

- Pathway Maps Review and Input- Vice Chair Brehme was supposed to discuss this item but committee tabled it until next meeting.

- Public Outreach and Events- Mr. Schoefmann shared the flyer for the Monadnock Alliance for Sustainable Transportation (MAST) Annual Meeting which is being held Thursday, January 11, 2018 from 5:00 pm-6:30 pm. He said Ms. Tiffany Mannion, Bicycle Mayor of Keene, and Mr. Phil Goff from Alta Planning and Design will be speakers. He said transit is the focus area this year for MAST, specifically inner city and local transit. They will also continue with bicycle friendly and University community initiatives and plan a robust Bike to Work Week for spring.

New Business

- Items to be included for next meeting:

Mr. Schoefmann stated that Keene State College Architecture students contacted him and Mr. Bohannon about a “Freedom by Design” project and they discussed designing a pump track on the far side of Ashuelot River Park in the area adjacent to bridge. Chair Rubin asked what a pump track is and Mr. Schoefmann described it as a BMX or mountain bike park that would include little mounds or wooden panels to provide family-friendly, recreational value along the trails. Mr. Souther said he heard about it from Downtown Revitalization and he believes there should be more collaboration between committees.

Chair Rubin asked what next steps could be taken to better align earmarking of current car registration money for projects that align with the Master Plan. Mr. Schoefmann suggested considering those ideas for next meeting. Chair Rubin asked what the timeline is for the budget and if they discuss it next week will there still be time for this year’s budget.

7) Bicycle/Pedestrian Counting Program Brainstorm (30 minutes)

9) Adjournment- Next meeting date – February 14, 2018

Respectfully submitted by,
Ayshah Kassamali-Fox, Minute-Taker

Additional Edits by,
Will Schoefmann, Planning Staff

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 18	On Schedule	In process of project lead transition on City side to Engineering. Engineering Study submitted end of December and under NHDOT and FHWA review.
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, Creating Trail Specific Maps (see updated timeline)
Mayor's Innovation Conference	Working	City Staff	N/A	29-Sep-15	Jan-18	On Schedule	Mayor Lane and Bicycle Mayor, Tiffany Mannion attended the 2018 Mayors Innovation Conference in Washington DC to participate in a panel discussion on Equitable Bicycle Infrastructure. Finalized Powerpoint was included with the packet.
NH Pass Signage	Working	City Staff	Over	ongoing	Apr-18	Behind	New compliant signs available, staff have procured three and will be contacting the state to proceed with installation. Remaining 10 will be replicated in house by the sign shop at DPW and paperwork will be confirmed with NHDOT for execution of existing encroachment agreement
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	Hold	\$10K	Even	underway	Nov-17	Behind	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. Project signage will be installed in Spring 2018. 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	Fall 2019	On Schedule	A Cycle Space program, Tiffany Mannion, First Bicycle Mayor in the USA!!! Moving forward with offering LAB TS101 (Traffic Safety 101) course(s) in 2018. Working toward Bicycle Friendly Business and University Goals as well as Special Events for Bicyclists in Keene. Presenting with the Mayor at Mayors Innovation Conference.

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	BPPAC heard report from Keene State Geography Seminar group to will incorporate findings into BPPAC Master Plan. Downtown Wayfinding incorporated as part of the Downtown Revitalization CIP through DPW. Report available on Google Drive
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

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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.
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NH Pass Signage	Working	City Staff	Over	ongoing	Apr-18	Behind	New compliant signs available, staff have procured three and will be contacting the state to proceed with installation of those and is exploring options for purchasing the remaining 10 to fulfil the initial state ROW agreement for all 13 sites. 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.
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ITEMS WITH UPDATES