

**BICYCLE, PEDESTRIAN PATH ADVISORY COMMITTEE  
MEETING MINUTES**

**Wednesday, February 14, 2018      8:15 AM      City Hall, Second Floor Conference Room**

**Members Present:**

Linda Rubin, Chair  
Thom Little, Member  
Dylan Benik, Vice Chair  
Drew Bryenton, Member  
David Souther, Alternate  
Chuck Redfern, Member (phoned in)

**Staff Present:**

Will Schoefman, City Staff

**Members Not Present:**

Ed Guyot, Member  
Chris Brehme, Member

- 1) **Roll Call**- Chair Rubin called meeting to order at 8:17 am.
- 2) **Accept January 10, 2018 Minutes**

Mr. Souther moved to accept January 10, 2018 minutes with revisions, Mr. Benik seconded and motion was passed unanimously

Revisions are as followed:

- Page 1 - move Charles Redfern from Members Present to Members Not Present
- Page 2, change January meeting to February meeting 8:15 am-9:45 am
- Page 3- Bicycle Mayor's Update, paragraph 3, change MC<sup>2</sup> to MC2 Charter School
- Page 3, Bicycle Mayor's Update, paragraph 4, change LCI to LCI (League Cycling Instructor)
- Page 4, KSC Wayfinding Project Presentation Discussion, paragraph 5, change ESRI to ESRI (Environmental Systems Research Institute)
- Page 5, KSC Wayfaring Project Presentation

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

**Cheshire Rail Trail-Park Avenue Loop- TAP Project-**

Mr. Schoefman said the City is transitioning project lead from the City side to the Engineering department as they get into preliminary and eventual final designs phases and fast track out to bid. He shared that there is an LPA process, a management guideline process that NHDOT requires that they follow, and there are certain steps of the project that the City needs to adhere to and that is why they have an engineering consultant to do

heavy lifting of engineering design. The goal is to have construction bidding advertised by late summer. Mr. Schoefman said they were hoping to fast track the on-street stuff because it is simpler; however, it is not possible based on how NHDOT handles these types of projects and the federal guidelines for project tracking. He said he will continue managing the project but Engineering will take the lead in terms of design, review and other technical tasks. He said they are also waiting for comments on engineering study that was submitted prior to New Year's.

Mr. Bryenton asked Mr. Schoefman if construction starts in the summer will it be completed in the winter. Mr. Schoefman said it will go to bid in the summer. Mr. Schoefman said construction will probably start in the fall but most likely on-road striping and painting are better done in the spring. He said based on the project schedule that was submitted to the NHDOT project manager, July-August 2018 is probably the most likely time frame for getting a bid out based on permitting processes and environmental licensing.

**Maps**- Mr. Schoefman said that Mr. Little helped him out with imagery/graphics for the bridges that will be inserted into the Master Plan under the current conditions and trail and network section.

**Mayor's Innovation Conference**- Mr. Schoefman stated that the Mayor and Ms. Mannion attended the Mayor's Innovation Conference and delivered a presentation on equitable bike infrastructure. He said he was told it was received well. He said he uploaded the presentation for members to view. Mr. Little said he had comments on the presentation in the two sections called a "Tale of Two Bridges." He suggested putting a bullet in for South Bridge stating: Local Shares 0%. He said he is not sure where the numbers came from. Mr. Schoefman said he got numbers from the project files he has access to. Mr. Little said he could not find the total for the project which he recalls was \$2.4 million. Mr. Little said document references 50% and if it is 2.4 m the correct number is not 50% but 72% local funding. He said the Pathways to Keene contribution is written as 40K and he said he believes it was 100K. Mr. Little suggested omitting the numbers as there is no benefiting posting the numbers other than the contribution from Pathways for Keene (PFK) which is notable. He emphasized that there is no purpose to the numbers being included as they will always be edited after the fact. Mr. Little stated that it is incredible that the City of Keene and Pathways for Keene would come up with 72% of that project.

Chair Rubin asked if the presentation is going to City Council and Mr. Schoefman replied it is not. Mr. Schoefman asked what page Mr. Little is referring to and he handed him the pages which included the numbers for Mr. Schoefman to edit. Mr. Schoefman said he pulled the presentation together based on the Mayor's input and files and he will revisit the numbers to make sure they are correct. Mr. Little offered his help to Mr. Schoefman if needed. Chair Rubin said Mayor should be reminded that PFK raised 100K and that is worthy of noting. Mr. Schoefman said there were some intense questions for Ms. Mannion regarding her Bicycle Mayor position based on the follow up emails and posts he read. He said Ms. Mannion handled it graciously. Mr. Schoefman said the Mayor of Philadelphia and Ms. Mannion offered different perspectives in terms of their grassroots, rural focus.

**NH Pass Signage-** Mr. Schoefman stated that there are three new signs which are simpler, rectangular shaped with white background and yellow reflectivity that say “3 feet to pass, bicycles.” He said the signs are very different than the bright yellow ones which were installed in the City which were non-compliant by federal highway standards. Mr. Schoefman said the Sign shop has offered to make 10 additional signs to fulfill the initial request through which is a right-of-way encroachment which includes 13 locations along the state routes in town (Route 10 heading north, maybe heading south as well). He said he will be working with sign shop manager to make sure they get installed after he forwards on the request. He said the biggest question is whether to install 3, purchase the 10 or make them in-house. Mr. Schoefman said Public Works offered to make them in house and they will be putting them up as soon as ground thaws and NHDOT gives the approval. Mr. Benik said these signs are much better designed and not as bright and distracting. Mr. Schoefman said he will keep committee updated as they get signs moving and installed.

**Wayfinding update**

Mr. Schoefman informed committee that the KSC Geography Seminar presentation is posted on google drive. Mr. Schoefman said he will be referencing it in the Wayfinding segment of the Master Plan.

4) **Bicycle/Pedestrian Counting Program Discussion (15 minutes)**

Mr. Schoefman handed out a map that Mr. Brehme put together that highlights the locations of the proposed counts for the bicycle/pedestrian counting program. He said he put out some emails to Southwest Regional Planning Commission to acquire a laser counter and tube counters for bicyclists. Mr. Schoefman said that some of spots to focus on are Ashuelot Rail Trail north of Winchester Street, Ashuelot Rail Trail south of Kriff Road, Industrial Heritage Trail east of Main Street (along the Cheshire Rail Trail), Appel Way Trail north of Wheelock Park Driveway, Cheshire Rail Trail south of Hurricane Road, Cheshire Rail Trail west of north bridge and Cheshire Rail Trail west of the transportation center. He said most of the counting is focused around the separate grade facilities throughout rail trails. Mr. Schoefman said they came up with 7 locations and he thinks it is appropriate that they are focusing on counts in a corridor that they want to see improvements on.

Mr. Schoefman said the best way to make a case for improvements is to get data. Mr. Schoefman suggested focusing on intersections, for example the one at Mr. G’s to the dog leg onto the rail trail. He said there will be some improvements there from the TAP project. There will be bike lanes down from the Y, to the intersection which will transition to sharoes into a large ten foot fan tip down at sidewalk and dog leg to allow bicyclists to merge onto the separate grade facility. He said getting a baseline in that area to see what the impact of the tip down is or are people still using West Street corridor or merging onto the rail trail. He said there is interesting information to gather there as opposed to Mr. G’s, however, that is the decision of the committee. He said another idea

is the edge of the parking lot by Hannaford's and Kohl's but he thinks that gathering data on the project facilities would be very helpful. Mr. Benik asked if the point of the Mr. G's area was to capture the midblock and there are a lot of people crossing the street. Mr. Schoefman agreed. Mr. Bryenton asked if they have the capacity to do four counts. Mr. Schoefman said they can but for the project area they might want to consider shifting one location.

Chair Rubin stated they had decided on Pearl Street-Starbucks location, Keene Inn, Ashuelot Park-Island Street and the underpass. She asked if they should move the underpass location down. Mr. Schoefman agreed they could move the underpass location down to the dog leg to catch people coming from the underpass or the rail trail. Mr. Bryenton said he supported to moving the location at northeast corner of Walgreen's parking lot corner to the dog leg and keeping the Mr. G's location. Mr. Schoefman said there are crossing facilities at the intersection for the plazas so perhaps they will only track flow of traffic across the plazas. Mr. Benik said the Island Street has a lot of pedestrian access right next to it, lit crosswalks and the bike trail on both sides. He said it is important to look at crossing behavior there. Mr. Little asked if they have ever measured the time on bicycle from point A to point B to see which one is actually faster. He said his guess is West Street is not faster. Mr. Bryenton and Mr. Benik said it depends on if you hit the lights. Mr. Schoefman replied that they have never officially timed it but it would be a good idea. Mr. Benik said he times his commutes and could let committee know what the times are. Mr. Schoefman said they can start with Mr. Benik's times and have a couple of other members do a ride from the West Street dog leg to Railroad Square to figure out the times. Mr. Little replied from the other side of 9-10-12 where the trail comes down and goes under North Bridge- they could measure it out to the parking lot at Center of Keene. He said if the time is significantly faster perhaps they could put the word out and see a shift in usage. Mr. Benik guessed it will be negligible on bike but on foot it would be significantly slower. Mr. Little said the number of right angle obstructions which come up on the trail is significantly less than West Street. Mr. Schoefman said picking Cheshire Rail Trail on the far side of School Street and Gilbo Avenue as an endpoint, and maybe timing its connection to the dog leg on Pitcher Street. Mr. Little suggested starting on West Street to see if the time is faster to shift usage patterns. Chair Rubin stated that pedestrian destinations are the most important information to consider.

Chair Rubin stated that this is valuable research to pursue and asked members if they agree on counting locations. Mr. Benik suggested moving the Walgreen's location to the dog leg. Mr. Bryenton said Island Street could be baseline itself because of the crosswalk availability. Mr. Souther shared it would give them a baseline because apartment building is going in there and foot traffic will increase so it is good to have comparative data to analyze later. Mr. Schoefman encouraged members to decide on locations and Chair Rubin said they can do at least three counts within their capacity.

Mr. Schoefman referred to the National Bicycle and Pedestrian Documentation Project's projected count dates for 2018 is May 14-20, September 10-16. He said he can report the information so it is captured on a national level. Mr. Schoefman said the Complete Streets Advisory Committee for NHDOT has a counting program Master Plan which he

uploaded to the Google drive. He pointed out an excerpt for their guidelines for manual counting, counting in May or September as first priority and July and January are second priority. He said counts can be made from Tuesdays-Thursdays from 4-6 pm and for weekend counts the recommended time is 12-2 pm. Mr. Schoefman said they can use that information as a good way to adhere to the Complete Streets Master Plan. He said he could put out a Doodle Poll to confirm people's availability for counting project. Chair Rubin said the dates would be the last week in February the 26, 27, 28 and March 1, 2, 3. Mr. Schoefman encouraged members to recruit other volunteers by forwarding his Doodle Poll to anyone else interested. Chair Rubin also suggested a Buddy System, so each member ideally would have a friend with them. Mr. Schoefman said he would upload a template for the members to use.

Chair Rubin clarified that they would count one week day and one weekend day. Mr. Bryenton asked if everyone would count on the same day or on different days. Mr. Benik said they should try to pull off all three days. Mr. Schoefman said data is data and he is happy with however they do it. He encouraged members to look at the counting Master Plan for more information. Chair Rubin said the weekday time would be 4pm-6pm and the weekend time would be 12pm-2pm. Mr. Schoefman said he will get a template from the counting Master Plan and maybe use another one for comparison purposes. Chair Rubin said to send whichever one Mr. Schoefman likes best. Mr. Schoefman agreed to type out a brief protocol based on their discussion.

5) **Old Business**

**Pathway Maps Review and Input**

Mr. Brehme was not present at meeting so they will reserve more time for this item at next meeting.

**Project Funding Approach and Strategy Letter**

Members referred Chair Rubin's draft letter to City Council in packet. Chair Rubin asked if RSA 121 had passed and Mr. Schoefman said he would find out. He said he thinks that it did pass. Mr. Little offered four editing suggestions for the document as follows:

Paragraph 1, change Bicycle and Pedestrian Path Advisory Committee to Bicycle Pedestrian Path Advisory Committee

Paragraph 1, change.... Bicycle and Pedestrian Path Advisory Committee to Bicycle Pedestrian Path Advisory Committee

Paragraph 1, change...car registration to vehicle registration

Paragraph 2, change.... \$5/car to \$5/vehicle

Last line, change... Bicycle and Pedestrian Path Advisory Committee to Bicycle Pedestrian Path Advisory Committee

Chair Rubin said she could provide her signature on the letter and list all of the members. Mr. Schoefman said perhaps they could mention that funds could be allocated towards certain portions of the striping program, or interim solutions on West Street such as bike lanes. Mr. Blomquist's always questions the funds for projects for striping and bike boxes and their maintenance. He said the potholes are probably a priority because without filling potholes cyclists would not want to ride on those sharoos. Mr. Schoefman said potholes are a big issue and would benefit both cyclists and motorists. Chair Rubin suggested including "striping" projects to the first sentence, however, making it clear that not at the expense of fixing potholes. Mr. Little suggested not identifying anything specific in the letter and instead saying something more general. Mr. Schoefman said that would never pass. Mr. Benik said the striping could be brought up in conversation and not in the letter. Mr. Schoefman said the goal of the letter is to get Mr. Blomquist and Mr. Thornton to a BPPAC meeting, before moving it on to Council. Chair Rubin said it is advantageous to start a dialogue with the City to make them aware of the intent of the group.

Mr. Benik asked Mr. Schoefman what his thoughts are on how the letter will be received. Mr. Schoefman replied that is depends on whether or not City Council votes to support the CIP project that the City put forward. He said MTF funds have been allocated toward the Jonathan Daniel study but City Council questioned the need for a study. He said it continually got shut down for three years in a row, but MTF funds are earmarked as partially funded. Mr. Schoefman said he would give Chair Rubin the list of earmarked projects so she can refer to them in her letter. Mr. Bryenton asked if they could ask to raise amount of money they are collecting and any additional funds can be reserved for alternative transportation. Chair Rubin said they are putting effort into West Street so they need to necessary improvements such as gathering data and identifying available funds. Mr. Little asked what the white paint on Main Street is as he has been asked several times and has no idea. He said there is bicycle symbol inside two parallel lines. Mr. Schoefman explained those are sharoos and is supposed to alert motorists to share the road with cyclists. Mr. Little asked about the new federal highway symbols. Chair Rubin said there needs to be education and Mr. Little agreed the committee should have a reference for these new symbols. Mr. Schoefman said he has a press release describes them that he can share with committee.

Mr. Bryenton asked for clarification on how the process of submitting the letter works and there will be a public comment that people are not going to want to pay more to register their cars. Mr. Bryenton asked if this initiative was contentious when Mr. Redfern presented the "Chuck Tax" in the past. Mr. Redfern said he had support from City Council, the Mayor and City Manager before it went public and were prepared for kickback. He said there was some opposition on the radio and some meetings were held but that the idea was that more money was needed for all types of transportation. Mr. Schoefman said Mr. Redfern liaised with City Council members to create awareness and gather support for fundraising by highlighting accomplishments and what can be done in the future. Mr. Schoefman said tying the request into the Downtown improvements could



be helpful as well. He said be prepared for some of the opposition that will arise from raising the annual registration fee by \$5.

Mr. Redfern asked if the State has passed a law enabling the registration fees to go up another \$5. Mr. Schoefman said he is pretty certain and will verify that. Mr. Redfern said he will get in touch with Mr. Blagdan and cc Mr. Schoefman and Chair Rubin on an email. Mr. Redfern said you can specify raising the fee up to \$10 instead. He recommended liaising with key City people because there is going to be kick back. Mr. Souther asked what the time frame is because they could tie it into the Bicycle Mayor campaign to garner more support. Mr. Schoefman agreed that including it in the campaign over the summer and then shooting for fall would be practical timing and it all depends on legislation passing. Chair Rubin asked if members are okay with changing the wording to “up to \$10” and getting a petition. Mr. Redfern said there is no need for a petition as you can just send a letter to Mayor and City Council requesting that they increase the fee and provide reasoning. Mr. Schoefman said there are two ways to go about it. Mr. Schoefman said if they choose to do a campaign style then they can do a petition first. Chair Rubin asked when members want to finalize the letter and have it sent out. She said she does not want to wait until the March meeting.

Mr. Little moved to have Chair Rubin finalize and submit the letter, Mr. Bryenton seconded and passed unanimously.

Mr. Benik suggested changing the wording of the letter “we would support Keene raising the fee” and not specifying a number which allows them to decide. Mr. Souther agreed that that way if they agree to raise the fee they will share the burden. Mr. Schoefman said he will give Chair Rubin the project list so she can include the “wins” in the letter. Chair Rubin said she can make edits over the weekend and then gather final comments from members by the end of next week and submit it to Mr. Schoefman with a digital signature.

### **KSC “Freedom by Design”**

Mr. Schoefman shared that the Architecture Department at Keene State College “Freedom by Design” project have proposed to design a pump track on west side of Ashuelot River Park at the site of the old woodland learning lab. Mr. Schoefman said he will try to do get an update on the pump track. Mr. Redfern said the west side of the river is private property. Mr. Schoefman clarified that the one area they are looking at is publically owned. Mr. Souther said he heard about the project through the Ashuelot River Park committee meeting and there seems to be a lot of crossover between the committees. He pointed out that there is a current lack of communication and collaboration between committees.

### **Public Outreach and Events**

Mr. Schoefman said he will provide dates for some events for next month. He said Ms. Manion is planning some events with Monadnock Alliance for Sustainable Transportation (MAST) and Bike to Work Week events. Mr. Redfern asked about the Earth Day event on Sunday, April 22. He said the Monadnock Co-Op is coordinating an event and he would be willing to man a booth at the event. Chair Rubin suggested collaborating with Ms. Manion and MAST at the event. Mr. Redfern said if it is a sunny day it is well attended.

Mr. Schoefman said he is scheduled to be on the Chris Coates Talk Back radio show with Ms. Manion to discuss bike related news and encouraged members to call in to the show. Mr. Redfern and Mr. Schoefman were on the show in January. Mr. Schoefman said he will share bullet points from Master Plan, MAST activities and Ms. Manion's activities. Chair Rubin suggested talking about the signs, bike boxes and other striping. Mr. Schoefman said there were a lot of questions from callers about bike boxes last time he was on the show. Mr. Schoefman said he will get agenda out to committee. Mr. Benik said they should get Ms. Manion and Mr. Schoefman on the Exchange show as New Hampshire does not always get "firsts." Chair Rubin suggested contacting the host of that show, Laura Knoy, about the Bicycle Mayor press release. Chair Rubin said Mr. Schoefman could consider also discussing the counting project they are doing on West Street.

6) **New Business** – Letter, "Freedom by Design" plans,

Chair Rubin asked how soon the letter will be assigned to a committee. Mr. Schoefman said they will get in touch with Mr. Schoefman and he will advise committee in advance. Mr. Schoefman said she can expect a response about the letter by the second week in March. Mr. Souther asked if he should start talking to City Councilmen when he attends City Council meetings. Chair Rubin agreed that it was a good idea to begin a dialogue now.

Mr. Souther said he has been talking to people about BPPAC and he hears that the stretch of the bicycle path behind Keene Ice is very dark and he is wondering if that area will be lit. Mr. Schoefman asked Mr. Redfern if the bike path behind Keene Ice is included in the solar lighting project. Mr. Redfern said it is included due to heavy canopy cover. He said the lighting project could be expanded if successful. Mr. Schoefman said resources for new lighting would need to come through a new grant because Parks and Public Works are having trouble with maintaining existing projects. Mr. Schoefman said hopefully the lighting project is a success and they can bolster new requests based on that.

Chair Rubin asked members to look out for templates and protocol that Mr. Schoefman will be sending out. She encouraged members to ask a friend to come, and she will get letter out by this weekend and final comments by March 3. Chair Rubin said she will send final letter to Mr. Schoefman and he will forward it to City Council and then be notified about a council meeting before mid-March.

7) **Adjournment**



Chair Rubin adjourned meeting at 9:50 am.

Respectfully submitted by,

Ayshah Kassamali-Fox, Minute-Taker

Additional Edits by,  
Will Schoefmann, Planning Staff