



City of Keene
New Hampshire

BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING AGENDA

Wednesday, April 11, 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) February 14, 2018 Minutes
- 3) Project Updates
(Note: BPPAC Master Plan Documents available to committee members on google drive)
- 4) Bicycle/Pedestrian Counting Program Recap
- 5) Upcoming CIP Infrastructure Projects
- 6) Old Business
 - Pathway Maps Review and Input
 - Project Funding Approach and Strategy Letter
 - KSC "Freedom by Design" Ashuelot River Park pumptrack
 - Public Outreach and Events
- 7) New Business
 - Items to be included for next meeting
- 8) Adjournment

Next meeting date –May 9, 2018

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 Schoefmann, 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 MC² 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. Schoefmann 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. Schoefmann 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. Schoefmann if construction starts in the summer will it be completed in the winter. Mr. Schoefmann said it will go to bid in the summer. Mr. Schoefmann 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.

Master Plan Maps- Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann replied it is not. Mr. Schoefmann asked what page Mr. Little is referring to and he handed him the pages which included the numbers for Mr. Schoefmann to edit. Mr. Schoefmann 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. Schoefmann if needed. Chair Rubin said Mayor should be reminded that PFK raised 100K and that is worthy of noting. Mr. Schoefmann 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. Schoefmann said the Mayor of Philadelphia and Ms. Mannion offered different perspectives in terms of their grassroots, rural focus.

NH Pass Signage- Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann said he will keep committee updated as they get signs moving and installed.

Wayfinding update

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

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

Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann said the best way to make a case for improvements is to get data. Mr. Schoefmann 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 sharrows 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. Schoefmann agreed. Mr. Bryenton asked if they have the capacity to do four counts. Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann encouraged members to decide on locations and Chair Rubin said they can do at least three counts within their capacity.

Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann likes best. Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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 sharrows. Mr. Schoefmann 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. Schoefmann said that would never pass. Mr. Benik said the striping could be brought up in conversation and not in the letter. Mr. Schoefmann 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. Schoefmann what his thoughts are on how the letter will be received. Mr. Schoefmann replied that it 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. Schoefmann 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. Schoefmann explained those are sharrows 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann said he is pretty certain and will verify that. Mr. Redfern said he will get in touch with Mr. Blagdan and cc Mr. Schoefmann 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. Schoefmann 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. Schoefmann said there are two ways to go about it. Mr. Schoefmann 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. Schoefmann 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. Schoefmann with a digital signature.

KSC “Freedom by Design”

Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann said he will provide dates for some events for next month. He said Ms. Mannion 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. Mannion and MAST at the event. Mr. Redfern said if it is a sunny day it is well attended.

Mr. Schoefmann said he is scheduled to be on the Chris Coates Talk Back radio show with Ms. Mannion to discuss bike related news and encouraged members to call in to the show. Mr. Redfern and Mr. Schoefmann were on the show in January. Mr. Schoefmann said he will share bullet points from Master Plan, MAST activities and Ms. Mannion’s activities. Chair Rubin suggested talking about the signs, bike boxes and other striping.

Mr. Schoefmann said there were a lot of questions from callers about bike boxes last time he was on the show. Mr. Schoefmann said he will get agenda out to committee. Mr. Benik said they should get Ms. Mannion and Mr. Schoefmann 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. Schoefmann 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. Schoefmann said they will get in touch with Mr. Schoefmann and he will advise committee in advance. Mr. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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. Schoefmann 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

BPPAC Project Updates 2018

APRIL

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	Working	\$411,615.51	Even	14-Aug-19	Fall 18	Behind	In process of project lead transition on City side to Engineering. Engineering Study under NHDOT and FHWA review. Expecting feedback and notice to proceed within the next two weeks.
Bike Racks	Working	Grant Funded/Fed+ SWRPC	N/A	ongoing	N/A	N/A	Some bike racks out, if BPPAC has comments on location provide them at meeting or via email to wschoefmann@ci.keene.nh.us
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	Remaining 10 new compliant signs have been produced in house by the sign shop for a total of 13 signs. NHDOT approved all 13 sites in original encroachment agreement and signs will be installed once weather is allowable at the 13 locations
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 Grant 2018-19	Planning	\$45-50K	N/A	underway	Jun-17	On Schedule	The City of Keene has submitted two letters of intent to this year's round of MAST Complete Street Implementation Grant funding program. Both projects include improved pedestrian crossing elements. One at two intersections along Marlboro Street the second at two crossings identified in the KSC Wayfinding report on Main Street near the college.

Complete Street Grant 2017-18	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!!! Offering LAB TS101 (Traffic Safety 101) course(s) on April 21, 2018. Working toward Bicycle Friendly Business and University Goals as well as Special Events for Bike to Work week May 14-18.
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. BPPAC began 2018 bike/ped counts for middle section of West Street.

*Budget - Even = "Within Budget"

ITEMS WITH UPDATES

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							
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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



City of Keene
New Hampshire

March 7, 2018

Mr. Henry Underwood
Monadnock Alliance for Sustainable Transportation
c/o Southwest Regional Planning Commission
37 Ashuelot Street
Keene, NH 03431

RE: Monadnock Region Complete Streets Implementation Grant Letter of Intent

Dear Mr. Underwood:

Please accept this correspondence on behalf of the City of Keene signaling our interest in applying for Monadnock Region Complete Streets Implementation Grant funds.

Eligibility and Support

- The City of Keene adopted a Complete Streets policy through a vote of City Council on November 19, 2015. Please see attached for a copy of this policy (City Resolution R-2015-40).
- City Council has approved a \$171,000 Capital Improvements Program project for some of the Marlboro Street Corridor improvements described in this letter.
- City Council has adopted the Marlboro Street Rezoning Districts which encourage Complete Street infrastructure.

Project Description and Cost

The City is seeking \$50K in grant funds to design and construct intersection improvements including pedestrian refuge islands/curb extensions, barriers, signage, lighting and clearing of obstructions at the intersections of Marlboro/Grove Street as well as Marlboro/Baker Street. In 2016, the City applied for a Transportation Alternatives Project for the Marlboro Street corridor that included a comprehensive design for complete street facilities to improve connectivity, walkability, pedestrian use, traffic flow, and access to the City's multi-use pathways/trails. Although the City did not receive that grant, the City has allocated \$171K of fiscal year 2019 funds towards implementing some of the proposed improvements along the Marlboro Street corridor, including bike lanes, traffic calming and restriping facilities along a 0.75 mile segment of the City's right-of-way from the western side of the intersection of Marlboro Street and Grove Street to Optical Avenue to the east. The funds requested from this grant would enable the City to add pedestrian improvements at the aforementioned intersections back into the project.

Purpose and Need

The Marlboro Street Corridor is a well-established gateway street into the heart of our City via Optical Avenue and New Hampshire Route 101. The very recent adoption of new and innovative Zoning Districts in 2017 for the Marlboro Street Corridor has updated zoning districts and regulations that promote reuse and redevelopment of underutilized properties and strengthen the area as a vibrant, walkable, mixed-use district. The City is seeking to make roadway and streetscape improvements to the Marlboro Street corridor to promote improved pedestrian circulation and safety and calm traffic. Some of the non-motorized uses include: foot and bicycle commuters that travel from around the city via Marlboro Street to the Optical Avenue Industrial and Commercial businesses and college students who utilize the corridor to commute from off campus rentals in the Southeast Keene neighborhood to campus on the west side of Main Street.

One of the City's elementary schools is also located at the Grove/Adams Street intersection node and provides heavy foot traffic during micro-commutes before and after school. This location was identified in the Wheelock Safe Routes to School Plan as one in need of safety improvements and the City hopes to address those with this grant. The Butterfly Park which is a great open space resource on the north side of Marlboro Street at Barker Street and Bartholomew Court is currently cut off from safe bicycle and pedestrian access in the Baker Street neighborhood and lower Main Street residences further to the west. Our proposed improvements create a safer environment for and connectivity of the non-motorized transportation network in the project corridor.

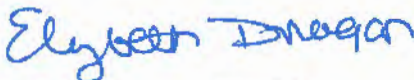
This project meets the intent of the Monadnock Region Complete Streets Implementation Grant by: Construction, planning and design of on-road facilities for pedestrian, bicyclists and other users of non-motorized forms, and infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, adults and individuals with disabilities to access daily needs.

The contact person for this application process will be:

Don Lussier, City Engineer
350 Marlboro Street, Keene, NH 03431
Telephone: (603) 352-6550; Email: dlussier@ci.keene.nh.us

Thank you for your consideration.

Sincerely,



Elizabeth Dragon, City Manager



City of Keene
New Hampshire

March 7, 2018

Mr. Henry Underwood
Monadnock Alliance for Sustainable Transportation
c/o Southwest Regional Planning Commission
37 Ashuelot Street
Keene, NH 03431

RE: Monadnock Region Complete Streets Implementation Grant Letter of Intent

Dear Mr. Underwood:

Please accept this correspondence on behalf of the City of Keene signaling our interest in applying for Monadnock Region Complete Streets Implementation Grant funds for crossing improvements on lower Main Street.

Eligibility and Support

The City of Keene adopted a Complete Streets policy through a vote of City Council on November 19, 2015. Please see attached for a copy of this policy (City Resolution R-2015-40). The City has signaled its support for this project through the allocation of money in the CIP for 2023 in the amount of \$187K.

The City was proud to receive last year's grant award for these funds to implement bicycle facilities along the section of lower Main Street, Downtown and Central Square to improve safety conditions for cyclist in our symbolic downtown. Our project proposal for this grant opportunity continues to build on bringing Main Street up to the level we envision in our Complete Street Design Guide.

Project Description and Cost

The City is seeking \$45K in grant funds to supplement the project costs for designing and constructing crossing safety improvements at two crosswalks on Main Street near the Keene State College campus. The proposed improvements include pedestrian refuge islands/curb extensions, enhanced lighting, landscaping, signage, and clearing of obstructions at the Main Street/Elliot Street intersection and the mid-block crossing near Elliot Hall. The total project cost is estimated to be \$276K, \$231K of which will come from matching funds provided by the City of Keene and Keene State College.

Project Purpose and Need

The purpose of the proposed project is to calm traffic and enhance pedestrian safety and comfort on lower Main Street. Both the Elliot Street crossing and the Elliot Hall/Westwood Nursing Home mid-block crossing are heavily used by students and visitors walking to and from the Keene State College campus. However, visibility at these crosswalks is a challenge, especially in low-light conditions and at night.

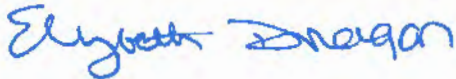
A Keene State College student project found that 58% of the students surveyed (32 out of 55 respondents) indicated that they had almost been hit by a vehicle while crossing Main Street. The proposed project would address this need by implementing traffic calming measures to slow motorized vehicles and implementing proved safety countermeasures such as pedestrian islands to allow pedestrians to cross one direction of traffic at a time.

The contact person for this application process will be:

Don Lussier, City Engineer
350 Marlboro Street, Keene, NH 03431
Telephone: (603) 352-6550; Email: dlussier@ci.keene.nh.us

Thank you for your consideration.

Sincerely,



Elizabeth Dragon, City Manager

1 inch = 20 feet 0 20 40 80 Feet

Title 11



Data from the 16 hours of crosswalk observations resulted in a total of 1,161 total crossings, 58 percent of whom used the Elliot Street/Rhodes Hall crosswalk (Figure 6.3 and 6.4). The data suggests that if the City of Keene was to implement measures to ‘funnel’ pedestrians and other improvements aimed at increasing safety of a single crosswalk, the Elliot Street/Rhodes Hall crosswalk would be the ideal location. In addition, it is evident that there is an unbalanced amount of pedestrian versus any other traffic with 90% of crossings taking place on foot (Figure 6.5). For this reason, additional safety measures that are added in this area should have a focus on pedestrian safety, followed by bicycle safety.



Figure 6.3 Crosswalk Data by Location. Source: Authors

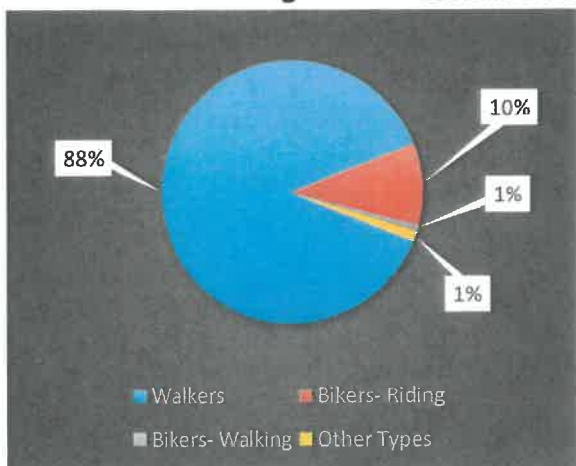


Figure 6.4 Crosswalk Data by Type. Source: Authors.

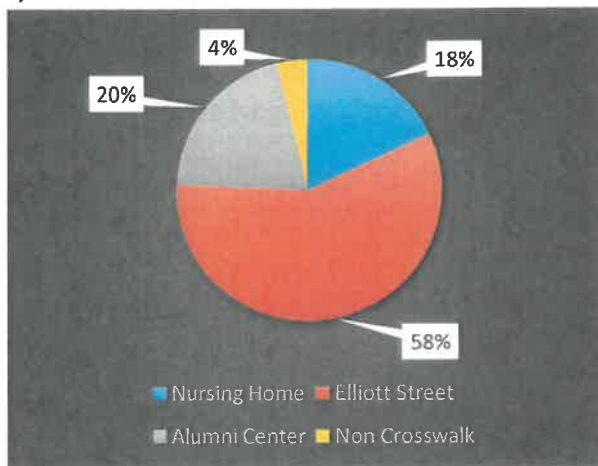


Figure 6.5 Crosswalk Data by Location. Source: Authors.

The data presented provide a better understanding of crosswalk patterns and usage (Appendix E). Table 6.1 shows the total number of cross walkers by type and location. These locations include the three main crosswalks but also takes into account the space between the crosswalks as well. Forty-five individuals were counted either walking or biking across the road not on a crosswalk. Overall, there were 1,161 crossings in all different locations and by different means as well. As stated earlier, there is a tremendous majority by type of traffic traveling across this area, for 1,020 of the 1,161 crossings were pedestrians. With all of this information, the implementation of safer infrastructure can be developed. For example, chains could help to funnel pedestrians to the Elliot Street crosswalk, reflective safety flags on each side of the street could help pedestrians increase their visibility while crossing the street, and future long term solutions may include speed humps and flashing pedestrian lights. Increasing safety measures and promoting the use of one principal crosswalk may help to prevent future accidents and increase safety for both drivers and pedestrians. These are just a few examples of preventive measures that can be taken based off this fieldwork.

Table 6.1 Total Crosswalk Data. Source: Authors

Type	Jay to Left	Alumni Center/ Hale	Jay Left Mid	Elliott Street/ Rhodes	Jay Right Mid	Nursing Home/ Elliott	Jay to Right	Totals
Walkers	0	225	7	581	9	181	17	1020
Bikers-Riding	1	8	4	80	1	19	4	117
Bikers-Walking	0	3	0	3	0	3	0	9
Other Type	1	2	0	8	1	4	0	15
Totals	2	238	11	672	11	207	21	1161



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

April 2, 2018

William Schoefmann
Planning Department
City of Keene
4th Floor City Hall
3 Washington St
Keene, NH 03431

Dear Mr. Schoefmann:

This is in regard to your request to revise our August 5, 2014 approval letter to the Monadnock Cycling Club for the installation of "Please Pass Carefully" public information signs adjacent to State roadways.

A review of the locations were conducted in respect to the new smaller sign design submitted stating "State Law 3 Feet Minimum to Pass Bicycles". This letter will supersede the August 5, 2014 approval.

13 locations were reviewed and due to the smaller sign location 7 which was originally denied is now acceptable.

The below approved locations are at or near your original requested sites and reference your original site numbers:

Table with 5 columns: Site, North, West, Route, Location. It lists four specific locations with their coordinates and descriptions.

5	42.92598139	-72.31506281	NH 9	Adjacent to the westbound lane approximately 850 feet west of Base Hill Road.
6	42.926799	-72.317335	NH 9	Adjacent to the eastbound lane approximately 1500 feet west of Base Hill Road.
7	42.916572	-72.273057	NH 12	Adjacent to the southbound lane approximately 330 feet south of Silent Way
8	42.91502	-72.25821	NH 101	Adjacent to the westbound lane approximately 1325 feet east of Optical Avenue.
9	42.91526386	-72.22732006	NH 101	Adjacent to the eastbound lane approximately 250 feet west of the entrance to the Cheshire Dept. of Corrections.
10	42.97118825	-72.21786233	NH 9	Adjacent to the westbound lane approximately 240 feet west of the Roxbury/Keene Town Line.
11	42.96871039	-72.23430092	NH 9	Adjacent to the eastbound lane approximately 2300 feet east of Sullivan Road.
12	42.97061275	-72.26073769	NH 10	Adjacent to the northbound lane approximately 1375 feet north of NH Route 9
13	42.99729694	-72.25893139	NH 10	Adjacent to the southbound lane approximately 190 feet south of the Gilsum/Keene Town Line.

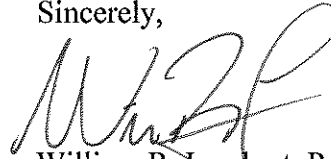
It is the responsibility of the City of Keene / Monadnock Cycling Club to acquire landowner consent in any locations which may encroach upon private property.

Please be aware that all supports must be of a breakaway design. Signs should be placed as to not interfere with sight distance to any other traffic sign and should not impede the sight distance from any public or private drives.

Whereas the signs will encroach the highway Rights-of-Way, the City of Keene / Monadnock Cycling Club will bear full liability for the signs and shall be responsible for all maintenance. The Department shall not be responsible for any damage occurred as a result of road side maintenance including but not limited to plowing operations.

If you have any questions, please contact Walter Keuenhoff, Jr., Sign Maintenance Supervisor at (603)271-1548.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Lambert', written over the typed name below.

William R. Lambert, P. E.
Administrator / Traffic Engineer
Bureau of Traffic
Telephone: (603)271-2291

WRL:WJK:wjk

c.c. John Kallfelz, District 4 Engineer



Dimensions 30"x36"

Proposed NH Pass Signage available through NH
Prison System and Newport NH Highway Dept.