



City of Keene
New Hampshire

**MUNICIPAL SERVICES,
FACILITIES AND INFRASTRUCTURE
COMMITTEE
AGENDA
Council Chambers B
November 13, 2019
6:00 PM**

Janis O. Manwaring
Randy L. Filiault
Stephen L. Hooper
Gary P. Lamoureux
Robert B. Sutherland

-
1. James Phippard/Brickstone Land Use Consultants, LLC - Request to Discontinue Easement for Possible Future Road Extension at Black Brook Road
 2. Councilors O'Connor and Filiault - Proposed New Bus Route through the Wheelock Street, Newman Street and Pine Avenue Neighborhood
 3. Councilor Philip Jones - Maintenance of the Wilson Pond Dam on Arch Street and Communication from Robert Malay/Keene School District - Maintenance of the Wilson Pond Dam
 4. Roaring Brook Watershed Management Plan - Public Works Department
 5. Marlboro Street Corridor Improvements - Public Works Department
 6. Periodic Reports from Standing Committees: Bicycle Pedestrian Path Advisory Committee
 7. Relating to the Official Trail Name Designations
Resolution R-2019-38

Non Public Session

Adjournment



Transmittal Form

October 23, 2019

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: 1.

SUBJECT: James Phippard/Brickstone Land Use Consultants, LLC - Request to Discontinue Easement for Possible Future Road Extension at Black Brook Road

COUNCIL ACTION:

In City Council November 7, 2019.
More time granted.

RECOMMENDATION:

The consensus of the Committee was to put this item on more time.

BACKGROUND:

The Chair postponed this matter until the next meeting so the applicant could be present.



Transmittal Form

October 15, 2019

TO: Mayor and Keene City Council

FROM: Councilors Robert O'Connor & Randy Filiault

THROUGH: Patricia A. Little, City Clerk

ITEM: 2.

SUBJECT: Councilors O'Connor and Filiault - Proposed New Bus Route through the Wheelock Street, Newman Street and Pine Avenue Neighborhood

COUNCIL ACTION:

In City Council October 17, 2019.

Public meeting is being sponsored by Symonds School and is scheduled for October 23, 2019 at 6:00 PM.

Referred to the November 13, 2019 Municipal Services, Facilities and Infrastructure Committee.

ATTACHMENTS:

Description

Communication - Councilors O'Connor & Filiault

BACKGROUND:

Councilors O'Connor and Filiault are requesting that the City Council review the proposed new bus route through the Wheelock, Newman and Pine Avenue neighborhood. An accompanying letter as well as a petition articulates their specific concerns.

ROBERT J. O'CONNOR

382 Park Avenue Keene, NH 03431

October 07, 2019

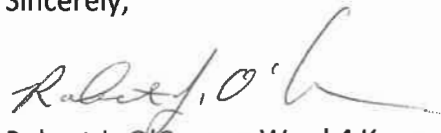
Dear Mayor and City Council,

I am writing this letter to address concerns presented to me by several residents from Wheelock Street, Newman Street and Pine Avenue concerning a proposed new bus route through this neighborhood. These residents would like this new change to be studied by the city as they feel it's a safety concern for the neighborhood with increased bus and vehicular traffic.

I'm requesting that the Municipal Services, Facilities and Infrastructure Committee have the opportunity to review these changes at the next MSFI committee meeting. Please see the attached letter from these concerned citizens.

Thank you for your time and consideration in this matter.

Sincerely,



Robert J. O'Connor-Ward 4 Keene City Councilor



Randy L. Filiault-Keene City Councilor at Large

In City Council October 17, 2019.

Public meeting is being sponsored by Symonds School and is scheduled for October 23, 2019 at 6:00 PM.

Referred to the November 13, 2019 Municipal Services, Facilities and Infrastructure Committee.

Assistant City Clerk



Wheelock St, Newman St. and Pine Ave. Neighbors
Keene, NH 03431

October 7, 2019

Robert Malay
NH SAU 29
193 Maple Ave
Keene, NH 03431

CC: Mayor Kendall W. Lane - mayor@ci.keene.nh.us

CC: Principal Richard Cate - rcate@sau29.org

Dear Superintendent Malay;

I am writing this letter on behalf of a group of concerned residents in the Pine Avenue/Wheelock Street area to request a meeting to further discuss the impending changes to the school bus route. In addition to our concerns about the rapid timeline and limited communication which has marked this process, this group of residents have significant concerns with regards to the safety of both the students and residents. While you and Mr. Cate have received multiple inquiries from concerned neighbors, it seems critical to summarize these issues prior to the desired meeting.

The original letter from Mr. Cate, dated September 26, 2019, arrived less than one week before the scheduled meeting held on October 2, 2019 and was only sent to residents directly along the proposed route. This was insufficient time to allow residents to shift already busy work schedules in order to attend. The letter states *"after several years of studying and exploring alternatives, we have decided to create a bus circle and route our 5 school buses through Pine and Wheelock Streets."* Several of our concerned residents have owned their homes for multiple years. However, regardless of whether school parents were informed of these issues, area residents were not apprised nor was our input sought. Given we are intimately aware of potential safety issues in the neighborhood, it would seem prudent to survey the residents about their observations and concerns prior to deciding on a solution. Furthermore, it has come to the attention of our group that the school has been aware of this impending change for at least a few months. At no point during this process were the pros and cons of various plans discussed with area residents nor was the schematic proposed or presented until the meeting on October 2. The lack of communication alone seems justification for pausing the construction and allowing the concerns of the residents to be thoroughly considered and addressed.

As you are now no doubt aware, our group has several safety concerns we wish to have addressed during the desired meeting and which bear repeating at this juncture:

1. Wheelock Street is too narrow for the congestion which will be caused by the presence of five school buses. Given the location and apparent narrowness of the proposed circle, will buses have to queue down Wheelock Street as they wait for a turn to leave students by the new playground fence? If so, this will make Wheelock Street challenging at best and very likely impassable with the added presence of snowbanks.
2. Additional large vehicle traffic and congestion will make it more difficult for students to walk safely to and from school. Specifically, there are a large amount of school children walking daily from

Newman St. with no sidewalk and are now crossing Wheelock St. to the sidewalk and have been witnessed to almost being hit due to parents dropping and picking up students and other residential traffic. There is no longer even a student crossing guard at this intersection and current traffic speeds down Pine Ave. Between the increased congestion, the narrowness of the street, the height of New Hampshire snowbanks, and now the anticipated 5 school buses, this is a serious safety issue for little pedestrians walking to school.

3. Will buses be allowed to block driveways? Even if this is not allowed, who is liable for accidents caused by difficult sight lines due to large school buses? Should an accident occur, who will be responsible for subsequent increases in car insurance and medical expenses which would not have occurred had a more feasible plan been developed?
4. The flow of traffic will be heavily impacted every morning and afternoon, by several buses looking to exit from Pine St. to Park Ave. As you know buses of that size need a bigger gap to be able to pull out into Park Ave. which will cause extensive delays to residents to get places on time.
5. While Mr. Cate has stated that parents will no longer be allowed to leave their children at the back gate of the school, area residents are concerned that this behavior will continue. Parents have been seen leaving their cars at the back gate while residents attempted to navigate to get into the street so that they could leave for work. Another parent left his/her vehicle at the end of a resident's driveway for 30 minutes while a resident was waiting to leave to attend a doctor's appointment. The parent was unrepentant and uncaring when the issue was addressed. Because of the history of these issues, we are highly doubtful that the parents of your students will follow traffic plans appropriately and as expected. At this time it is also legal to park along Wheelock St. To our knowledge, no one has contacted the city about an ordinance for no parking during school drop off or pick up with a fine. So unless this becomes enforceable it will continue.
6. The corner of Wheelock St. and Pine Ave. already has traffic moving too quickly for pedestrian and vehicle safety. The residents at 17 Wheelock St. have difficulty navigating out of their driveway safely during snowy winters as the snowbanks create a blind corner, the icy puddles creates dangerously slippery surface, and this will now be more dangerous with the presence of passing school buses. Furthermore, due to incorrect road grading, there is often a large puddle or icy area at the end of that driveway for much of the winter and into the spring.
7. Galen Speigler, a young man with a physical disability, currently resides at 16 Wheelock St, located on the corner of Pine and Wheelock. As there are no sidewalks on his side of Pine Ave, he currently has to swing out into the street when he is traveling in his motorized wheelchair. Considering the narrow road, the presence of walkers, and the large buses, this is another serious safety issue.
8. Many of us have older homes which need frequent maintenance and as stated before, our streets and driveways are narrow. If there is any prohibition of parking in the street, where are trucks and large machinery expected to park, if it is not in the street? Are the residents expected to vacate during the day(s)/week(s) while work is being done? Who is expected to pay the additional hotel and/or parking bills so that the school can have access to our entire street(s) at the allotted time? Residents cannot be expected to foot an additional expense so that the city and school can appropriate our street.

9. One of our residents has contacted an area realtor who informed us that such a change may have a negative impact on our property values. Should this occur, shall we expect compensation from the school district? And an abatement of our property taxes? Or was the city planning to push this through without due consideration of the homeowners and residents...hoping that we would be none the wiser and thus continue paying our taxes as currently assessed? I pose that disagreeable (and hopefully incorrect) possibility to make this point: at the very least, given even a remote possibility that our greatest asset—our homes-- may lose value, the school district has/had an obligation to explore every alternative AND to discuss them with area residents in an atmosphere of transparency and collaboration.

While we respect Mr. Cate's statements that all possibilities were explored, we believe that there are indeed alternatives which are safer and more desirable than the current plan. The proposed bus circle appears to be located near an old driveway which seems to have been used to access the old front door of the building. It is unclear why this driveway, located closer to the current bus circle, is not being used as an alternative to the unsafe congestion which will be created by changing the bus patterns. Furthermore, there is a large parking lot available at Wheelock Park. As this is already city property, it is unclear why this is not being considered as a prospective resource which could be utilized.

Given that the new bus route (and the construction of both the bus circle and the fence) are likely to remain a permanent part of the Symonds School transportation arrangement for the foreseeable future, doesn't it make sense to make certain that it is the best possible arrangement for all affected? Given that the school is part of the larger neighborhood community, doesn't it make sense to move forward to repair the mistaken impressions from this lack of effective communication and collaborate on a solution which bears the best interests of all involved?

We hope to hear from you shortly and we look forward to resolving these concerns with administrators.

Respectfully,

The Wheelock St., Newman St. and Pine Ave. residents

Signatures in next page

Wanda Chumaviri 44 Wheelock St
 Wanda Johnson
 58 Russell St Keene NH 03431
 42 Park Ave Keene NH 03431
 7/16/07

Name	Address & Email	Signature
Jen English	29 Pine Ave	Jen English
Dave Cannon	21 Wheelock St	Dave Cannon
Marilyn Beardon	26 Wheelock St	Marilyn Beardon
Tim Campbell	7 Newman St	Tim Campbell
Annie Braley	12 Newman St	Annie Braley
James Allmair	14 Newman St	James Allmair
Christie Hand	18 Newman St	Christie Hand
Jeffrey Elliott	19 Newman St	Jeffrey Elliott
Kayleigh Hart	24 Newman St	Kayleigh Hart
Jean Durbin	25 Newman St	Jean Durbin
Mary Dubois	69 Pine Ave	Mary Dubois
Liz Bell	62 Pine Ave	Liz Blanchard
Eli Rivera	55 Pine Ave	Eli Rivera
Mike Brown	53 Pine Ave	Mike Brown
Kim Drone	54 Pine Ave.	Kim Drone
Andrea Wright	34 Wheelock St.	Andrea Wright
Hilda de Moya	47 Pine Ave	Hilda R de Moya
Roland J Bergeron	41 Pine Ave	Roland J Bergeron
ALISON FERRA-MATTAR	39 Pine Ave	ALISON FERRA-MATTAR
Laura Mack	21 Pine Ave	Laura Mack
Mary Granger	19 Pine Avenue	Mary Granger
Lauren Power	10 Pine Ave	Lauren Power
Ben Pierce	10 Pine Ave	Ben Pierce
Nicole Bondle	18 Fairview St.	Nicole Bondle
Carah Chavira	41 Russell St.	Carah Chavira
Beth Silegy	14 Nelson St	Beth Silegy



City of Keene, N.H.
Transmittal Form

October 23, 2019

TO: Mayor and Keene City Council

FROM: Councilor Philip M. Jones

THROUGH: Patricia A. Little, City Clerk

ITEM: 3.

SUBJECT: Councilor Philip Jones - Maintenance of the Wilson Pond Dam on Arch Street and
Communication from Robert Malay/Keene School District - Maintenance of the Wilson Pond
Dam

COUNCIL ACTION:

In City Council November 7, 2019.

Referred to the Municipal Services, Facilities and Infrastructure Committee.

ATTACHMENTS:

Description

Communication_Jones

Communication - Malay

BACKGROUND:


Councilor Jones is recommending that the City of Keene take over the maintenance of the Wilson Pond Dam on Arch Street.

In City Council November 7, 2019.
Referred to the Municipal Services,
Facilities and Infrastructure Committee.



City Clerk

October 23, 2019

FROM: Councilor Philip M. Jones 
TO: The Honorable Mayor and City Council
SUBJECT: Maintenance of Wilson Pond Dam on Arch Street

Recommendation:

Recommend that the City take over the maintenance of Wilson Pond Dam on Arch Street.

BACKGROUND:

The Keene School District is considering removing the dam from Wilson Pond on Arch Street. The School System's Board of Education Committee on Building Facilities and Ancillary Services has voted to recommend that the School Board appropriate \$430,000 in the fiscal year 2020-2021 school budget to repair the dam, subject to a third party (the City of Keene) agreeing to take over maintenance of the dam after it is repaired. If a third party has not agreed to take over maintenance of the dam by January 3, 2020, then the appropriation would be reduced to \$230,000, to be used for removal the dam.



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www.SAU29.org

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603.357.9002 x221
rmalay@sau29.org

Dorothy Frazier
Assistant Superintendent
SAU 29
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dfrazier@sau29.org

Brian Campbell
Assistant Superintendent
603.357.9002 x216
bcampbell@sau29.org

November 6, 2019

Elizabeth Dragon
Keene City Manager
3 Washington Street
Keene, NH 03431

Dear Elizabeth,

As a follow up to your email dated October 25, 2019, I am writing to further our discussions regarding Wilson Pond and the Arch Street Dam prior to any outreach by the District to the City Council. To provide some historical perspective, "Alumni Field" serves as the home field for the Keene High School football and baseball teams as well as the athletic facilities for the Keene High School tennis courts and the Keene High School track. As with most all school athletic facilities and school playgrounds, the fields, track, and courts are open to the public during reasonable hours when not in use by the school. The Keene High School athletic facilities at Alumni Field are not owned by the school district. The land was given to the Trustees of the Keene High School Athletic Association:

"To be used as an athletic field for the games and exercises of said high school and for other public schools of said city, and for such other school uses or similar public purposes."

The gift presumably saved the taxpayers some money in 1923, or certainly was beneficial when the high school was moved to Arch Street, rather than have the land taken by eminent domain or otherwise purchased. The language of the Trust is not at all different from how a typical school district operates its athletic facilities and playgrounds. The only difference, is that the Trustees, in addition to the School Board evaluate "public purposes". There have been occasional concerns raised by the Trustees in recent history, any such concerns were quickly and easily addressed from the District's perspective.

The District intends no transfer of ownership of the athletic facilities at Alumni Field. The facilities are an essential component of the athletic programming at Keene High School. It is the District's contention that we operate in good faith with the public purpose provisions whether the public purpose derives from the traditional role or from the Trustees' ownership. In addition to the athletic facilities not being owned by the school district, the pond and dam which creates it is in need of over a half-million dollars in repairs. Further, removal of the dam, which will result in removal of the pond is currently estimated at over a quarter million dollars.

From the District's perspective, we think that the property owners with back yards to the pond, and perhaps to a lesser extent, the members of the public who enjoy the City's park, deserve the pond they have had for decades. However, we don't feel this is a decision to be made by the School Board, rather this is a decision the City is better equipped to make. Therefore, upon the inevitable failure notice from New Hampshire Dam Bureau, the School Board is willing to bring the dam "up to code," so to speak, but a condition of this

expenditure is that the City take over the maintenance of the dam, and make the decision to repair or remove, as well as take on financial responsibility from now on. To be clear, the District would not be transferring ownership of Alumni Field, rather we would be transferring the "right" and that is how it is described, not an obligation, but an "option":

[The] "right at the option of the grantees of keeping the dam... in a proper state of repair and maintenance for the purpose of maintaining the water of said pond at its present level."

Upon such a transfer (the transfer can include the land area of the pond as well if the City wishes), we can address issues such as dredging, cleaning, and a site plan for parking and expanded access if necessary. However, the immediate hurdle is to either repair the dam or remove it. We will formally contact City Council once you and I have the opportunity to discuss the issues at hand further. I look forward to our discussions and to an outcome that is in the best interest of all involved.

Most Respectfully,



Robert H. Malay
Superintendent of Schools

Cc: KBE Board Chair
Facilities Chair



City of Keene, N.H.
Transmittal Form

November 7, 2019

TO: Municipal Services, Facilities and Infrastructure Committee

FROM: Aaron Costa, Operations Manager and Kürt D. Blomquist, Public Works/Emergency Management Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 4.

SUBJECT: Roaring Brook Watershed Management Plan - Public Works Department

RECOMMENDATION:

Move the Municipal Services, Facilities and Infrastructure Committee recommend accepting the Roaring Brook Watershed Management Plan.

BACKGROUND:

The City of Keene owns approximately 2,500 acres of watershed land located in the towns of Roxbury, Nelson, and Harrisville, collectively, the Roaring Brook Watershed. The area contains Woodward Pond and Babbidge Reservoir, which together, form the City's main water supply. Woodward Pond stores approximately 490 million gallons of water and Babbidge Reservoir stores about 180 million gallons of water.

Development on and around the watershed is limited. The Roaring Brook Watershed land is accessible via class V and VI roadways, some have gates to avoid unwanted traffic but the watershed is not protected by fencing. The City has limited security but has contracted with Roxbury law enforcement to provide minimal patrol services to enforce landowner rules.

The City has been reviewing the property and looking at activities that have been occurring within the boundaries of the Watershed. A project was funded through the City's Capital Improvement Program to accomplish an overall management plan looking at numerous issues. The City signed a contract with VHB Consulting, a consulting firm comprised of engineers, scientists, planners and designers, to complete a Watershed Management Plan. The scope of work was extensive, covering aspects such as water quality, security, as well as performing an infrastructure and natural resource inventory.

To assist Public Works staff through the process of developing this plan, a committee was formed that included individuals and organizations that have a vested interest in the property. Members included a Roxbury selectmen, representative from the New Hampshire Department of Environmental Services Drinking Water and Groundwater Bureau, and members from the City's Conservation Commission, Planning and Finance Departments.

Staff recommends the MSFI committee accept the findings and recommendations of the Watershed

Management Plan.



City of Keene, N.H.
Transmittal Form

October 29, 2019

TO: Municipal Services, Facilities and Infrastructure Committee

FROM: Donald R. Lussier, P.E., City Engineer

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 5.

SUBJECT: Marlboro Street Corridor Improvements - Public Works Department

RECOMMENDATION:

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the proposed corridor improvements, Proposed Action, as presented, is selected for the Marlboro Street Corridor Improvements Project and that the City Manager is authorized to do all things necessary to implement the Marlboro Street Corridor Improvement Project.

BACKGROUND:

The City's FY 2019 Capital Improvement Program (CIP) appropriated funds for a variety of work in the Marlboro Street corridor. The work included water and sewer utility improvements and spot repairs to the drainage system. That work is currently underway. The CIP also included funds for minimal complete streets improvements. These funds were intended to implement some of the interim improvements identified in the 2015 Marlboro Street rezoning and land use study.

In the fall of 2018, staff submitted an application for a Federal Transportation Alternatives Program (TAP) grant. The application proposed using funds appropriated for corridor improvements as the 20% match which would provide for a larger complete streets scope of work. On January 23, 2019 the City was notified that the City had been awarded the Federal grant. On February 21, 2019, the Finance, Organization and Personnel Committee authorized the award of a design contract to Dubois & King, Inc.

The total Federal grant amount is \$598,000 (\$478,000 Federal/State - \$119,600 City) which will allow for crosswalk improvements at Grove Street and Baker Street, creation of bike lanes, sidewalk improvements, and various traffic calming measures along with the creation of a formal connection between Marlboro Street and the Industrial Heritage Trail through the Public Works complex.

Dubois & King is completing the Engineering Study Phase of the project. During this phase, options for accomplishing the project goals were developed. The options followed the recommendation from previous work and these options were discussed at two separate public informational sessions that were held in February and October 2019. City staff also contacted individual stakeholders within the project limits to solicit feedback on the project. The recommended corridor improvements, Proposed Action, have been developed and modified based on public comments and coordination with other City Departments.



Transmittal Form

November 1, 2019

TO: Mayor and Keene City Council

FROM: Will Schoefmann, GIS Technician

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 7.

SUBJECT: Relating to the Official Trail Name Designations

COUNCIL ACTION:

In City Council November 7, 2019.

Referred to the Municipal Services, Facilities and Infrastructure Committee.

RECOMMENDATION:

That Resolution R-2019-38 be referred to the Municipal Services, Facilities and Infrastructure Committee for their review and recommendation.

ATTACHMENTS:

Description

Map of Cheshire Rail Trail and Proposed Thom Little Way

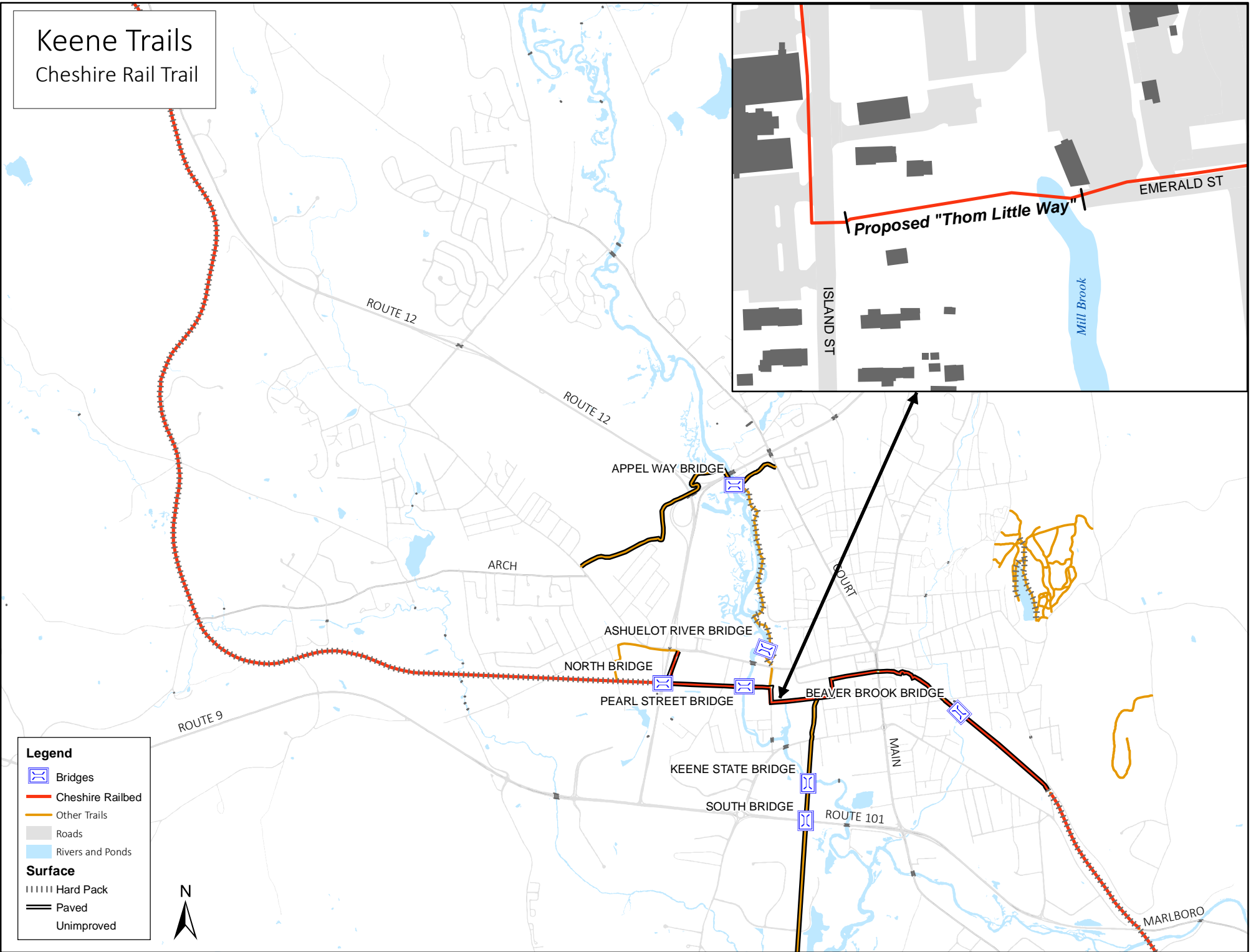
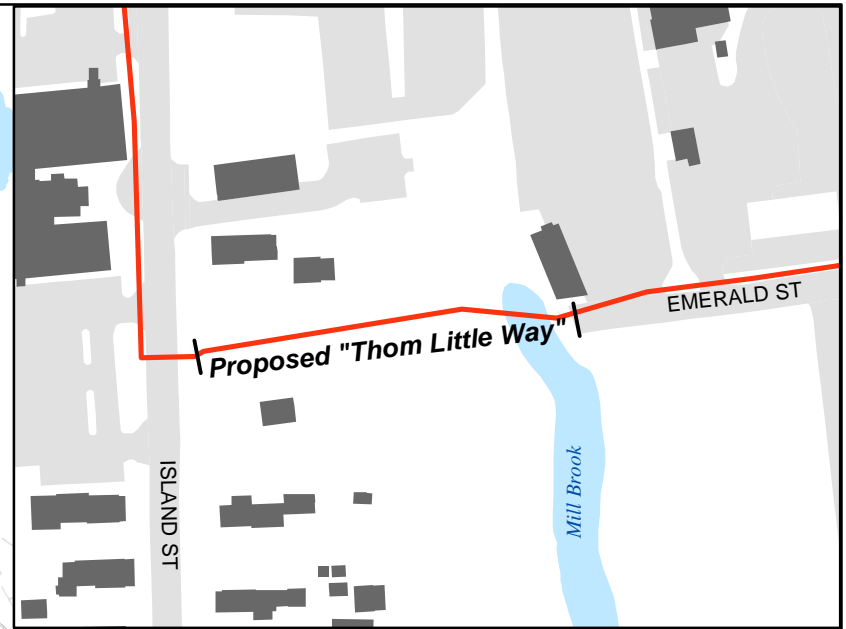
Resolution R-2019-38

BACKGROUND:

On October 3, 2019, the City Council voted unanimously to carry out the intent of the MSFI report from September 25 which was to direct staff to draft a resolution dedicating a section of the Cheshire Rail Trail to the memory of Thom Little.

Keene Trails

Cheshire Rail Trail



Legend

-  Bridges
-  Cheshire Railbed
-  Other Trails
-  Roads
-  Rivers and Ponds

Surface

-  Hard Pack
-  Paved
-  Unimproved





CITY OF KEENE

R-2019-38

Nineteen

In the Year of Our Lord Two Thousand and
RELATING TO THE OFFICIAL TRAIL NAME DESIGNATIONS

A RESOLUTION

Resolved by the City Council of the City of Keene, as follows:

WHEREAS: Chapter 82, Article IV of the City Code establishes criteria for the naming a facility after an individual; and

WHEREAS: Article IV requires that at least one of the following requirements be fulfilled:

- A well-known community leader, elected, appointed or volunteer.
- A person who has positively influenced a large populace of the City through a significant contribution of money, time, material or land.
- An individual who has had a major involvement in the acquisition or development of the facility.
- An individual whose civic leadership or volunteerism clearly has contributed to the betterment of the City.
- An individual who is deceased and whose personal attributes symbolized the principles and standards of a community organization; and

WHEREAS: The Bicycle Pedestrian Path Advisory Committee held discussions over several months to discuss official trail name designation of a section of the Cheshire Rail Trail in honor of its member Thom Little who passed away suddenly and who was a great long term servant to the City's multi-use trail system for more than two decades; and

WHEREAS: In addition to the criteria established by the Chapter 82, Article IV, the Bicycle Pedestrian Path Advisory Committee recognizes the historical significance and connectivity to the State-wide system as being important in any naming conventions; and

WHEREAS: Resolution R-2010-42, which previously designated the official trail names shall be rescinded.

NOW THEREFORE BE IT RESOLVED that the official trail network in the City of Keene shall encompass the Appel Way Trail (from Court Street to the entry way of Wheelock Park at Park Avenue); the Cheshire Rail Trail (from its northern extent adjacent to the Transfer Station southerly to its terminus in the vicinity of Joslin Station Road); the Jonathan Daniels Trail (from Ashuelot River Park to the Appel Way Trail); the Ashuelot Rail Trail (from Emerald Street and the Cheshire Rail Trail southerly past Krif Road and the boarder with the Town of Swanzey); and the Thom Little Way (from the end of Emerald Street to Island Street along the Cheshire Rail Trail) as the official trail name designations in the City of Keene.

PASSED

Kendall W. Lane, Mayor