



City of Keene
New Hampshire

BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING AGENDA

Wednesday, October 14, 2020 8:15-9:30 AM Meeting via Zoom Webinar

Link: <https://us02web.zoom.us/j/89734629804>

- This meeting will be conducted using the online meeting platform, Zoom. The public may view the meeting online by visiting www.zoom.us/join and enter the **Webinar ID: 897 3462 9804**.
- If you are unable to attend the meeting online, you may call the toll-free **(888) 475-4499** and enter **Webinar ID: 897 3462 9804** to listen to the meeting.
- More info on how to access this meeting is available on the Planning Board webpage at ci.keene.nh.us/bicycle-pedestrian-path-advisory-committee.
- If you encounter any issues accessing this meeting, please call **(603) 209-4697** during the meeting.

Members:

Dillon Benik, Chair
Drew Bryenton, Vice Chair
Brad Dufresne
Councilor Jan Manwaring

Michael Davern
Todd Horner
Rowland Russell
Dr. Chris Brehme, Alternate
Charles Redfern, Alternate

- 1) Call to Order and Roll Call
- 2) September 9, 2020 Minutes
- 3) Reprioritizing Projects
- 4) Wayfinding
 - UNH Cooperative Initiative
 - New Ashuelot Rail Trail Kiosk
Bike Repair Station
 - MAST Grant 2020/<https://walkyourcity.org/>
- 5) Old Business
 - Downtown Bike Racks and Emerald Street
 - Bike Counts
 - Downtown Sidewalks
- 6) Other Project Updates
- 7) New Business
 - Items to be included for next meeting
- 8) Adjournment
Next meeting date – November 11, 2020

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Staff:

Will Schoefmann, GIS Technician
Andy Bohannon, Parks, Recreation and Facilities Director

Guest:

Rowland Russell

Chair Benik called meeting to order at 8:16 am and read the remote meeting notice.

1) **Call to Order and Roll Call**

Roll call was conducted.

2) **August 12, 2020 Minutes**

Mr. Redfern moved to accept the August 12, 2020 minutes with revisions, Councilor Manwaring seconded, and the motion was passed unanimously.

Revisions as follows:

-Page 3, beginning of the third paragraph, change “Vice Chair Hansel” to “Vice Chair Bryenton.”

-Throughout the document change “Kourt Lundquist” to “Kurt Blomquist.”

3) **Reprioritizing Projects**

Mr. Schoefmann stated that at the last meeting they discussed the Transportation Heritage Trail project, which is the section leading out from Eastern Avenue, including a span of the old bridge over NH Route 101 and improvements to the Old Stone Arch Bridge. He said that combination of projects is a big focus now that it is in the CIP. He suggested they review the prioritization list of projects.

Mr. Redfern stated that some projects on the prioritization list are already completed. He suggested that they move those projects off of the list and place them into another sheet of completed projects as they do not need to be included in the ranking order. He suggested that as new projects come up, they be moved forward. Mr. Redfern said the

Cheshire Rail Trail Phase 4-Transportation Heritage Trail project ranked highly at a 7 and 8 based on the matrix they used to score projects (high, medium, low). He said that West Street-Complete Streets is in planning and is ranked 6 and maybe they can move that project to a 7 as it is not in the CIP and move one of the other items in the first 5 projects to a 5 or 6. He said they can then consider moving projects 7 and 8 to 5 or under so he can consider those projects as a priority when writing grants. He stated that the grant applications ask for how much support each project has in the community and he would like to point out that BPPAC has ranked the projects high in priority. He added that if members like this idea, they can aim to reorder the list next month for the first five projects.

Chair Benik stated that the number one priority is Park Avenue Loop, but it is in progress already, therefore, it does not need to remain their top priority. He agreed with Mr. Redfern's proposal to reevaluate the prioritization list. Mr. Brehme agreed as well, however, he said he does not necessarily think that projects should move down the list simply because they do not have CIP funding as that is counterproductive in garnering attention for those initiatives, for example, the West Street-Complete Street project. Chair Benik agreed with Mr. Brehme and noted that the West Street-Complete Streets project was ranked highly by the committee because it was not even on the City's radar. However, he does agree with reevaluating the project list and recommended that they revisit the ranking order next month.

Vice Chair Bryenton asked if it has already been two years since the last time they visited the prioritization list. Mr. Schoefmann stated that as soon as the Transportation Heritage Trail became a priority, members wanted it to be added to the list. He said the more that the concept of the project has been realized and planned, it is becoming more like three distinct projects so maybe that is a consideration for the committee. He said he could put out a Google form for members to submit rankings or another tool that they can distribute to the membership for ranking purposes for input during the meeting. Members agreed. Chair Benik suggested that they place that item on the list for the next agenda. Mr. Dufresne suggested a couple of tools and Mr. Schoefmann asked him to share his ideas with him via email. Mr. Brehme proposed that they make project prioritization an annual endeavor so that they can keep tabs on the rankings. Mr. Horner said that the prioritization exercise would benefit from more updated information about each of the projects. Mr. Schoefmann agreed and said he will review the list and provide up to date descriptions of each project.

4) **Wayfinding**

-UNH Cooperative Initiative

Mr. Bohannon stated that they will follow up with this conversation in the spring as they are revisiting with UNH in January. More information will appear on the February agenda.

- New Ashuelot Rail Trail Kiosk

Mr. Bohannon informed the committee that the kiosk is currently being installed.

-Bike Repair Station

Vice Chair Bryenton said he emailed the Chair of the MCC board and is keeping the bike repair station on their radar. Mr. Russell asked Mr. Bohannon if he connected with Tony at Antioch University New England (AUNE) about the bike repair station near Hurricane

Road. Mr. Bohannon replied that he did try to get a status update on that, however, he has not heard back about it. He said the pad is all poured out so they may be able to repurpose that kiosk. Mr. Russell said he can reach out to Tony about the uninstalled bike repair station.

- MAST Grant 2020/<https://walkyourcity.org/>-

Mr. Schoefmann said that the MAST Grant was submitted. He said MAST has a ranking committee that is doing work outside of their regular quarterly meetings and they may notify applicants by the beginning of October, but he will confirm the timeline for announcement.

5) Old Business

- Downtown Bike Racks and Emerald Street- Mr. Schoefmann said he had a follow up conversation with Mr. Blomquist and he gave him the green light to collect the Racket Up racks in the Department of Public Works (DPW) garage. Mr. Schoefmann said he will be going to the garage to see what the inventory is. He said he also received an inquiry from a business owner on North Street for a bike rack, which is the third request from business owners apart from Terra Nova and Firedog Breads.

-Bike Counts- Mr. Schoefmann said that the summer bike counts have wrapped up. They were able to perform counts for a week and a half of each month this summer. He thanked members for their participation and said he can collect counting sheets from members. Mr. Schoefmann asked what members want to do about fall bike counts. He said they can count on Marlborough Street and the Cheshire Rail Trail and they can discuss counts at the next meeting. Chair Benik proposed that they discuss fall bike counts at the next meeting. He said that he would like to get some extra fall counts on West Street to round out three full years of data collection. Vice Chair Bryenton agreed that they should aim to do one more round of counts and then segue into the UNH Extension project that Mr. Bohannon is spearheading. Mr. Schoefmann said that he will aim to conduct fall counts at the end of September and members agreed. Mr. Brehme added that he would reach out to Mr. Cusack at Keene State College (KSC) see if they can get KSC students to assist with that effort as well.

Vice Chair Bryenton left the meeting. Mr. Brehme assumed his role as alternate.

- Downtown Sidewalks- Mr. Horner stated that he was supposed to follow up with this item to determine the best way to gather more information from downtown businesses about expanding their outdoor dining spaces. He said the Mayor and Chamber of Commerce were holding virtual Town Hall meetings; however, he is unsure if those meetings are still happening. He stated there was also a Downtown Coordinator he would like to reach out to determine how BPPAC can support gathering further information. Mr. Russell stated that from the perspective of BPPAC, it will be important to contextualize their effort in the pedestrian and cyclist realm. He proposed that they think more about the angle they approach this subject with. Chair Benik agreed and said that if they are reaching out to restaurants, they want to make sure that pedestrians are comfortable with the expanded outdoor seating. Mr. Schoefmann added that the City uses a Survey Monkey tool and perhaps they can gather input from pedestrians through that avenue. He said if there is a concern from pedestrians and cyclists downtown, they can then formulate a set of questions to address. Chair Benik stated that restaurants will likely agree to more tables in any case. Mr. Schoefmann stated that he can draft a public survey and if members have questions, he can incorporate them into a Survey Monkey. Chair

Benik noted that he has a friend in North Carolina who just performed a similar survey so he will ask him for advice on how he approached his surveys.

Mr. Horner added that although BPPAC is invested in pedestrian and cyclist use, it might be advantageous to include the restaurants and downtown businesses in the survey as well. He noted that he does not want the effort to be viewed as an attack on outdoor dining. Chair Benik and Mr. Schoefmann agreed that they would like all entities to be included in the survey.

Mr. Davern left the meeting and Mr. Redfern assumed his role as alternate.

6) **Other Project Updates**

-Bike racks- Mr. Schoefmann stated that he will be searching for the old Racket Up racks in the DPW garage.

-Complete Streets grant- Mr. Schoefmann stated that the City resurfaced and repaved lower Main Street. The bike lanes and sharoes were restriped by two different contractors using different templates.

-West Street-Complete Street- Mr. Schoefmann reiterated that bike and pedestrian counts are wrapped up for summer.

-Cheshire Rail Trail Phase 3- Mr. Bohannon stated that the Cheshire Rail Trail Phase 3 update will be on the FOP agenda tomorrow night at 6:30 pm.

7) **New Business**

- Reprioritization of projects

-Pedestrian and bike counts for the end of September

-Draft survey for downtown sidewalks

-Membership- Mr. Bohannon stated that they are looking to enhance diversity on boards and committees so if members know of individuals with potential interest, they can send names to Mr. Bohannon and he will relay that information to the Mayor, as he is looking to broaden membership diversity. Councilor Manwaring stated that Mr. Russell has been nominated for membership and will be confirmed at the next meeting.

Mr. Horner stated that they should keep in mind, bridge decking over the winter as there is poor drainage on some of the decks that become an ice hazard in the winter. Mr. Bohannon said he will address that issue with his department.

8) **Adjournment**

Chair Benik adjourned the meeting at 9:11 am.

Next meeting date – October 14, 2020

Respectfully submitted by,

Ayshah Kassamali-Fox, Minute-Taker

Additional Edits by,

Will Schoefmann, Community Development Staff

Project	PRIORITY	Master Plan Project #	Status	Budget *		Schedule			Updates (changes and relevant updates)
				Cost	Status	Start	Finish	Status	
Master Plan	N/A	N/A	Delayed	\$5K	N/A	Spring14	Fall 2021	Behind	Introduction and Background available for BPPAC Review, Trail Specific Maps and details regarding North Bridge inserted. Developing a scope of work and seeking funding to work with Southwest Regional Planning Commission to finish work on the plan by 2021
Jonathan Daniels Trail Maintenance	N/A	BE4	Planning	\$25K	Even	Summer20	Fall 21	N/A	\$25k set aside in CIP FY' 21
Bike Racks	N/A	BE28	Working	N/A	N/A	ongoing	N/A	N/A	Bike Racks set out by DPW - downtown plan attached to June Agenda/Packet. KSC Geography Class in 2019 assisted. See letter from Jeff Murphy, owner of Brewbakers/Terra Nova. Will to see what is down at DPW for "Rack it Up" racks. Waiting on Rack Company from SWRPC.
Lighting	N/A	BE28	Completed	City Staff	Even	complete	N/A	On Schedule	Pathways for Keene are making an additional donation this year to the City. Appel Way lights installed.
Complete Street Grant 2017-18	N/A	N/A	Completed	\$10K	Even	complete	May-18	On Schedule	Lining has been redone as part of DPW's road striping budget. Project signage has been installed. City Staff needs to follow up on the metrics with SWRPC including Bike Counts in the project area, a final PSA, accident research. Final Metrics report being compiled. Restriping and facilities have been redone in the project area for 2020.
NHDOT TAP Grant 2018	N/A	BE22	Submitted	\$674K	N/A	Winter 2018	Summer 19	On Schedule	City of Keene has been selected as a TAP grant recipient for Complete Street improvements to Marlboro Street that tie into other planned improvements, infrastructure, economic development goals and the Cheshire Rail Trail. Funding issues between FHWA and NHDOT possibility of longer range date of completion. Repaving has commenced for 2020
Arts and Culture Corridor	NA	N/A	Planning	N/A	N/A	Planning	N/A	N/A	Monadnock Economic Development Corporation has begun the community input/visioning process for an Arts and Culture Corridor from the Railroad Land Development Area on the east side of Main Street westerly down Gilbo Avenue to School Street. Downtown infrastructure funds being associated with some elements of this more planning is underway.
Bicycle Mayor	N/A	N/A	Working	Safe Routes to School	Even	Winter 2018	Fall 2019	On Schedule	Bicycle Mayor Tiffany Mannion's two year term is up in October. Staff is checking in to see if she is considering another term or will be holding nominations for candidates.
MASTER PLAN PROJECTS									Cont. on following page
Cheshire Rail Trail - Park Ave. Loop	1	BE0	Working	\$411,615.51	Even	Spring19	Fall 19	Behind	Engineering division of DPW is managing this project now. Construction Advertisement Released. One for paving of Park Ave and a second for the Ammi Brown Road Trail improvements. https://ci.keene.nh.us/finance-purchasing/current-projects

Access Point & Connectivity Analysis	2	BE13	Planning	KSC Students City Staff	N/A	Fall 2018	Dec-18	On Schedule	Master Plan top 5 project. Staff is working with a Group of KSC Geography Seniors in the capstone seminar project to help analyze connectivity and develop a Complete Streets "report card". A mapping exercise is being conducted as part of the Energy Plan to locate access and transition points.
Wayfinding	3	BE15	Planning	City Staff Unknown	N/A	Planning	N/A	On Schedule	BPPAC Considering overall wayfinding plan with Parks/Rec, DPW and Comm Dev Departments. Pilot Program being considered with temporary signage https://walkyourcity.org/ with MAST Complete Street Grant funds for 2020
Complete Streets Assessment	4	BE20	Working	City Staff	N/A	ongoing	N/A	N/A	Master Plan top 5 project. KSC Geography Students conducted an assessment of City Streets based on their Complete Street designations and current layouts. See "Access Point & Connectivity". A report is available via google drive. Student presentation at regular June meeting.
Sidewalk/Pedestrian Connectivity	5	BE21	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	6	BE26	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. Spring, Summer and Fall Counts completed for 2020. City submitted West Street improvement project into the DOT 10 Year Plan.
Cheshire Rail Trail Phase 4 - Transportation Heritage Trail	7&8	BE2, BE5	Planning	\$ 2,564,500.00	Even	Planning	N/A	N/A	Project submitted as a supplemental CIP - unfunded but in the plan book. Project includes from Eastern Ave - 101, Bridge to Span 101, improvements to Old Stone Arch Bridge and potential crossing at Swanzy Factor Rd. Collaboration with Heritage Commission to conduct research and outreach on hold. Monadnock Regional Rail Trails Collaborative has developed promotional material for this project
South Bridge, Ashuelot RT Gap	9	BE16		City Staff, KSC	N/A	Planning	N/A	N/A	Pave or surface the gap between the old Railroad Bridge on the Ashuelot Rail Trail and South Bridge
Main Street (Complete Street)	10	BE18	Planning	City Staff	Under	Planning	N/A	On Schedule	Main Street is an icon to the Keene community and in need of multimodal transportation overhaul. DPW has a downtown revitalization CIP that is multi year. KSC Crossing completed, in street facilities issues (bike lanes, sharrows and bike boxes) How does BPPAC fit in and provide input? Downtown Bike facility restriping over Summer 2020
Emerald Star (Trail Info Hub)	11	N/A		City Staff	N/A	Planning	N/A	N/A	Concept of an "Emerald Star" or trail system that has a centralized point for gathering and trail system information. Kiosk/visitor center included.

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