



BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
AGENDA

Wednesday, August 14, 2024

8:15-9:30 AM

**2nd Floor Conference Room
3 Washington St, City Hall**

Members:

Sam Jackson, Chair

Dr. Rowland Russell, Vice Chair

Ed Haas, Councilor

Autumn DelaCroix

Dillon Benik

Jan Manwaring

Michael Davern

Charles Redfern, Alternate

Diana Duffy, Alternate

Janelle Sartorio, Alternate

- 1) Call to Order, Roll Call, Welcome
- 2) June 12, and July 10, 2024 Minutes
- 3) Downtown Infrastructure Project
 - a. Bike Racks Discussion
 - b. Bike Lane Rules update
- 4) Safety and Outreach
 - a. Community Bike Share
 - b. Other
- 5) Regular Project Updates
- 6) Volunteer Opportunities
 - a. Bike Rack Census Counts, Yield Counts and Bicycle/Pedestrian Counts
- 7) Old Business
 - a. Bicycle Pedestrian Master Plan
 - b. Kiosk Maps and Wayfinding Updates
- 8) New Business
 - Items to be included for next meeting
- 9) More Time
 - Public Art and the Trails Updates
 - BPPAC Website
- 10) Adjournment
 - Next meeting date – September 11, 2024

1 **City of Keene**
2 **New Hampshire**

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5 **BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE**
6 **MEETING MINUTES**
7

Wednesday, July 10, 2024

8:15 am

**2nd Floor Conference Room,
City Hall**

Members Present:

Samantha Jackson, Chair
Dr. Rowland Russell, Vice Chair
Councilor Edward Haas
Autumn DelaCroix
Charles Redfern, Alternate

Staff Present:

William Schoefmann, GIS Technician
Carrah Fisk Hennessey, Parks and
Recreation

Members Not Present:

Dillon Benik
Michael Davern
Diana Duffy
Janelle Sartorio, Alternate Member

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10 **1) Call to Order, Roll Call, and Welcome**

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12 Chair Jackson called the meeting to order at 8:15 am and invited Mr. Charles Redfern to attend
13 as a full member.

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15 **2) Approval of June 12, 2024 Minutes**

16
17 Chair Jackson did not receive the June 12, 2024 minutes. Mr. William Schoefmann stated they
18 should have been included in the packet members received. Councilor Ed Haas said they were
19 not included in the packet and believed they needed to catch up for a few months. Mr.
20 Schoefmann stated they should be on the website, to which Councilor Haas responded that they
21 had yet to be uploaded when he checked twenty minutes prior. Ms. Autumn DelaCroix did not
22 remember receiving a packet and asked if she had missed it. Councilor Haas said she did not
23 miss it, and he did not receive one either. It was determined that Mr. Schoefmann had prepared
24 the packet but did not send it out. Dr. Rowland Russell suggested pushing the minutes' approval.
25 Councilor Haas said they would need the past two meetings, to which Dr. Russell responded that
26 the committee approved the May minutes. Councilor Haas clarified that he meant the minutes
27 needed to be uploaded to the website would not be approved. Chair Jackson agreed to push the
28 approval of the minutes off until next month.

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3) Community Bike Share

Chai Jackson asked if this agenda item was about the meeting with Mr. Marcus McCarrol. Mr. Schoefmann stated it was broader, and Dr. Russell has previously brought up the topic. He added that the city looked at it four or five years ago. He shared that they had looked at multiple models. The main models are private, community-run, and hybrid models. Discussing and figuring out what route they want to explore is the first step for the group. Mr. Redfern asked to throw in another possibility of investigating whether there was space as a city facility. Mr. Schoefmann clarified that this was not about Mr. McCarrel and is specific to what bike share model the BPPAC is suggesting the city investigate further.

Ms. DelaCroix noted several holes while filling out the Bikeable City Silver award survey. Her first thought was that the BPPAC should put effort into filling those holes. She said there was specific talk about underserved populations, disabled riders, and making sure the space was more accommodating. While she believed that education about riding safely in different spaces needed to be included, she also thought that any bike share required a diverse range of bicycles to accommodate various riders.

Chair Jackson agreed that there needed to be some degree of education in the bike-share program to be multipurpose bike-focused. Chair Jackson recognized Dr. Russell, who noted that one driver that led to this discussion topic was the efforts of Gale Summers of Yahso and her discussion of the Jamaicans that come up for seasonal work. These individuals come to Keene to work at People's Linen, often stay at the Keene Inn, and rarely have transportation. Through her efforts, she was able to procure some donated bikes. Dr. Russell said many bikes were not in top condition and urged that repair should be a part of the bike share program.

Ms. Carrah Fisk Hennessey asked if the group knew about Chris Jackson and Pedals 4 People. Mr. Schoefmann responded that he was aware. She explained that he is a family friend who takes bikes in all kinds of disrepair, services them, and then finds people in the community to donate. Councilor Haas asked if he was local and then wondered why he was not part of the BPPAC committee. Ms. Fisk Hennessey noted that he is a one-person show, and the work of Pedals 4 People is done on the side when he is not working his regular job. He has been doing this for a long time, and many kids and families have been receiving his efforts and donations. Ms. DelaCroix asked if he had a dedicated facility. Ms. Fisk Hennessey responded no, saying he does this out of his heart and his house. Ms. DelaCroix and Ms. Jackson wondered about connecting Mr. McCarrel and Mr. Jackson. Dr. Russell noted that connecting them and finding funding and space is another. Chair Jackson added that it may require directing them as to what the BPPAC thinks is the right kind of facility or program.

Dr. Russell noted that Bellows Falls has a wonderful program. Chair Jackson agreed but needed to remember if that one was completely grassroots. Dr. Russell said it started as grassroots and

72 has kept growing. He believed they owned the building they are now in or were in the process of
73 buying it.

74

75 Mr. Schoefmann mentioned that Concord had one attached to its Goodwill Program and had a
76 large space. He had not been in recent years and asked if anyone knew if the program was still
77 going on. Mr. Redfern believed the program had stopped.

78

79 Councilor Haas said he heard mention of three options for bike share programs: a commercial
80 approach of city bike model, a city-sponsored program/community-based partnered with a
81 company, and the Pedals 4 People/ Marcus McCarrel/ Bellows Falls model. He asked if there
82 were any other options they should examine. Mr. Schoefmann said the options are to grow and
83 manage it yourself or pay a company to do it. Dr. Russell added that a coop model is common.
84 Councilor Haas suggested putting the first one aside for now. He believed the second option
85 would grow out of the third option. He thought there were many drivers in that Bellows Falls
86 model direction and suggested focusing on the needs of a Bellows Falls-type model. He pointed
87 out that two people are already doing this with an immediate need for a location. Ms. DelaCroix
88 said there are years of effort, if not well recognized, and urged supporting them with resources if
89 possible. Councilor Haas said he had yet to identify any potential locations but would try to. He
90 was not sure how fruitful that would be.

91

92 Chair Jackson mentioned that the fellow in charge of the Silk Mill offers discounts to nonprofits,
93 but it would require first turning the program into a nonprofit. Dr. Russell said it may be optional
94 if they can find a nonprofit fiscal sponsor. Mr. Schoefmann cautioned that when the talk includes
95 property and rents, it becomes a slightly different discussion point. Dr. Russell agreed but said it
96 would start there and noted that Arts Alive has supported groups that are not necessarily arts
97 groups to do things exactly like this. He added that Cheshire County Conservation District also
98 has and is a model to look at.

99

100 Councilor Haas said identifying a potential nonprofit that could adopt the existing green bike
101 project is a priority task. Dr. Russell suggested identifying the steps but waiting to prioritize. Mr.
102 Schoefmann cautioned calling it Green Bikes as that was a Keene State program, and Mr.
103 McCarrel is no longer with Keene State and is doing this program independently. Chair Jackson
104 recognized Mr. Redfern, who believed that looking at models made sense but urged bringing in
105 the expertise of those doing the work. As such, he proposed inviting Mr. Jackson and Mr.
106 McCarrel to attend a meeting, listen in, and offer them an opportunity to share their expertise.
107 Dr. Russell liked Mr. Redfern's suggestion and suggested adding whoever is managing the
108 Green Bikes Program at Keene State and Gayle Summers to the invite list. Councilor Haas
109 offered to reach out to people at the Bellows Falls program. Ms. Fisk Hennessey said she knows
110 that Pedals 4 People is a registered nonprofit.

111

112 Dr. Russell asked if there were intentions to discuss this at the next meeting. Mr. Schoefmann
113 said if any discussions occur outside of the meeting, individuals must avoid a quorum, and
114 before making any decisions, a report-out to the group must occur. Dr. Russell said it made the
115 most sense to discuss this at the next meeting. The topic is to be added to the agenda for the
116 August meeting. Mr. Schoefmann said anyone can invite the guests but asked the members to
117 confirm with him if they plan to attend. Councilor Haas suggested dedicating the entire meeting
118 to this discussion. Chair Jackson and Mr. Schoefmann said there may be other businesses, but
119 they can undoubtedly set aside 45 minutes for the discussion. Chair Jackson also suggested
120 putting the discussion first on the agenda so the guests can skip the remaining meeting or any
121 inapplicable agenda items.

122

123 **4) Safety and Outreach**

124 **A) Public Art and the Trails Update**

125

126 Dr. Russell did not have anything new. A new wrinkle to be discussed at the next Friends of
127 Public Art is that he did a section of the Mass Central Rail Trail on his last long hike and hit a
128 tunnel that he thought had graffiti. It turned out to be a large mural of wildlife, native species,
129 and historic land uses throughout the four seasons spanning both sides. They had previously
130 discussed the Appel Way underpass as a potential project, and he wants to suggest a similar
131 mural.

132

133 **B) Other Bicycle Pedestrian Promotion**

134

135 Councilor Haas did not have anything to add.

136

137 Chair Jackson shared that there will be a community bike party/bike ride next Friday. It will start
138 at Fire Dogs, will travel down Winchester Street to the Rotary, up Main Street to the Square,
139 down West Street, and then pick up the Jonathan Daniels trail to Appel way and then back road
140 next to the high school until the Cheshire Rail Trail and comes back. The ride will be about an
141 hour long, starting at 5:30 pm, and there will be pizza by donation afterward. Last time,
142 donations went to repainting the bike rack at Firedogs. Anyone with questions can contact Chair
143 Jackson. They are aiming for 100 attendees.

144

145 Ms. Fisk Hennessey was thanked before she needed to leave.

146

147 **5) Regular Project Updates**

148

149 Mr. Schoefmann did not go into the order of the agenda, but he updated us that he received an
150 email from Brett Rusnock at Public Works. It was reported that the Transportation Heritage Trail
151 is proceeding well in the preliminary design stage. They are looking at a submission to the New
152 Hampshire Department of Transportation (NHDOT) by the end of August and approval,
153 hopefully, by the end of October. Mr. Schoefmann explained that those are standard timelines,
154 especially with how backed up the NHDOT is with project review and related tasks and how

155 understaffed they are. He clarified that the preliminary design packet review is expected to be
156 approved by the end of October. The expected bidding and construction will be by the spring of
157 next year.

158
159 Mr. Schoefmann explained that he is on the Advisory Committee for the Safe Streets for All
160 Grant and shared that the consultant is developing an action plan. They are going to present a
161 database of recommendations to the Steering Committee. He asked Ms. DelaCroix if that took
162 place last month. She responded that she has missed multiple meetings and, unfortunately, has
163 not been receiving minutes.

164
165 The expected roadway safety plan recommendation will be at the end of September after the
166 steering committee has gone through the safety action plan. Councilor Haas asked if it was
167 known what city staff was bird-dogging that. Mr. Schoefmann said it was Mr. Brett Rusnock
168 and Mr. Don Lussier. Plan adoption will allow for applying and implementing some grants,
169 possibly in 2025 and 2026, based on the recommendations. He explained that there is additional
170 funding. The government sets up the program to implement what is mapped out in the plan, so
171 they must wait and see what happens there. It will depend on the staffing bandwidth to manage
172 additional projects.

173
174 The final bid documents are being provided to NHDOT by the end of the week for review and
175 approval for the Marlboro Street project. They expect to advertise in August, and potential work
176 is scheduled to start this fall, but most of it will likely be in the spring of 2025. Those
177 improvements will include the connection to the rail trail, past DPW, down Bartholomew. They
178 will also include improving the ramp and the connection and doing the complete street work to
179 Marlboro Street, and he believed it also included enhancing a couple of crossings.

180
181 The Lower Winchester Street Engineering study was approved, and they are currently
182 negotiating the scope and fee with the design consultant and permanent preliminary and final
183 design. The expected design will be through mid-2025. NHDOT is managing the right-away
184 process through the end of 2026, and construction is scheduled for 2027.

185
186 The goal for the downtown infrastructure project is for the City Council to adopt the luminary
187 design plan on July 18. After that, detailed utility coordination and design will begin.

188
189 Mr. Redfern shared that he and a small group seeking private funding met with Mr. Don Lussier
190 yesterday. This group includes Monadnock Conservancy and Pathways for Keene, and they are
191 looking to come up with half of the local share or as much as possible, which is a \$400,000 ask.
192 He explained that the city submitted four or five applications to Representative Annie Kuster for
193 the congressionally directed spending. One of them was chosen: the Transportation Heritage
194 Trail phases two, three, and four combined. Mr. Lussier attempted to follow up on whether it was
195 in the package but has not received any follow-up. Should there be no follow-up, Mr. Redfern
196 will be urging people to reach out to Annie Kuster's office to inquire about the status and express

197 its importance. The information for reaching out will be provided to Mr. Schoefmann, along with
198 a script for folks interested in contacting and inquiring about the project status.

199
200 Mr. Schoefmann explained that he and Chair Jackson are working on updating the document that
201 she had given to the BPPAC for presentation to the Council Committee at some point after the
202 August break. They are trying to focus on the municipally managed racks. He believes the
203 private rack analysis is good for this group to have as a baseline; he does not believe the city
204 council will want to look at it.

205
206 Dr. Russell asked whether and if the private bike rack analysis could be shared with the
207 downtown business group. He said doing so would not only introduce private businesses to what
208 the BPPAC is doing but might also encourage them to become potential supporters of other
209 initiatives and help them understand the rationale behind certain types of racks.

210
211 Ms. DelaCroix noted last month's guest and his explicit mention of money available to
212 incentivize downtown businesses to install bike racks. She wondered if the list could be sent to
213 him to push this forward. Mr. Schoefmann said they are looking more at an educational program
214 similar to what Dr. Russell is suggesting, with a double-pronged approach, such as having a
215 cycling club partner with the BPPAC to give a presentation somewhere. Dr. Russell indicated
216 that the Chamber is another good audience for a presentation and would forward it to the
217 Southwest Regional Planning Commission.

218
219 Councilor Haas thought it would be great to have the BPPAC send an advisory with the
220 slideshow attachment to get on the City Council agenda. They can take it just for information
221 only. The downtown business group is anxious about stuff like this, and there was even an ask at
222 their last meeting about bike racks and information.

223
224 Dr. Russell added that another meeting to attend with this would be The Monadnock Alliance for
225 Sustainable Transportation (MAST) because it's another angle regionally, particularly given the
226 way they have been looking at multimodal transportation for work commutes and travel. Their
227 next meeting is next Wednesday at 3 pm.

228
229 Councilor Haas said he was happy to pen a script to go to the council. Mr. Schoefmann offered
230 to talk Chair Jackson through the process.

231
232 Mr. Redfern shared that they have moved along nicely, thanks to Mr. Schoefmann and Mr.
233 Hendry Underwood. One side will have the Keene Trail system. The other side will be an
234 overview of the regional map. Yesterday, he talked with the Monadnock Collaborative, and they
235 said they would be willing to sponsor the regional side. He will request Pathways for Keene to
236 fund the City of Keene side. He explained that the challenge is that the regional side wants to
237 expand some areas. Mr. Schoefmann clarified that the integration was the other town centers
238 having pockets on the Keene side because of how small the scale is on the regional side.

239

240 Mr. Redfern complimented Mr. Schoefmann on the time and effort he put into the map and
241 shared that he did find a vendor for it. FourMax has reasonable prices, and his goal is to get 1000
242 for \$745, which would adequately supply the bike shops. To keep the program going, he plans to
243 have the bike shops collect \$1/map to cover the \$0.60 production cost.
244

245 Dr. Russell asked Mr. Redfern if there would be an online map version. Mr. Redfern
246 complimented the idea and noted that it could be a solution to the scale issue as an online version
247 could contain more detail on the regional side. Dr. Russell strongly encouraged having an online
248 version that could be shared on various organizational websites and promoted through social
249 media.
250

251 **6) Volunteer Opportunities**
252

253 Mr. Redfern and Dr. Russell will be in touch regarding a fall trail cleanup. Mr. Schoefmann said
254 that, sometime between this month and next, he will be looking to coordinate some bike census.
255 As an agenda item for the future, they plan to do a pedestrian yield count and trail count.

256 **7) Old Business**

257 **A) Bicycle Pedestrian Master Plan**
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259

260 Mr. Schoefmann shared that they are submitting a project request form to purchasing for the
261 Master Plan CIP, which is standard practice to get that ball rolling. He will meet with other
262 planning staff out of Community Development to ensure the scope goes where it needs to be.
263 This is the CIP item with a budget of \$50,000 leading to the bicycle-pedestrian master plan. He
264 thinks the concept is that the BPPAC, or at least a portion of it, would be the steering committee.
265 As the scope rolls out, they will have a better idea of what the advertising timeline and
266 interviews will be, and they will let everyone know.
267

268 **B) Kiosk Maps and Wayfinding Updates**
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270 Mr. Schoefmann shared that Mr. Andy Bohannon is working on the next steps. He is still in the
271 timeline window that he discussed. They are hoping to meet later this week. Mr. Bohannon is
272 trying to bring Ms. Fisk Hennessey up to date, and that meeting will be part of that task.
273

274 **8) New Business**

275 **A) Items to be Included for Next Meeting**

- 276 **i)** Bike counts, ped yield counts, trail counts
- 277 **ii)** Extension of bike rack season
- 278 **iii)** Downtown Infrastructure Bike Racks

279 **9) More Time**

280 **A) Downtown Bike Lane Rules**

281 **B) Old Stone Arch Bridge Safety Improvements**

282 **C) BPPAC Website**

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284 **10) Adjournment**

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286 With no further business, Chair Jackson adjourned the meeting at 9:16 am.

287

288 Respectfully submitted by,

289 Amanda Trask, Minute Taker

290

291 Reviewed and edited by,

292 Will Schoefmann, GIS Coordinator, Community Development

1 **City of Keene**
2 **New Hampshire**

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5 **BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE**
6 **MEETING MINUTES**
7

Wednesday, June 12, 2024

8:15 AM

2nd Floor Conference Room,
City Hall

Members Present:

Samantha Jackson, Chair
Dr. Rowland Russell, Vice Chair
Michael Davern
Councilor Edward Haas
Autumn DelaCroix
Charles Redfern, Alternate
Janelle Sartorio, Alternate

Staff Present:

William Schoefmann, GIS Technician

Members Not Present:

Dillon Benik
Diane Duffy

Guests:

Mike Frank

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10 **1) Call to Order, Roll Call, Welcome**

11 Chair Jackson called the meeting to order at 8:17 AM.

12
13 **2) May 8, 2024, Minutes**

14 Chair Jackson welcomed any corrections and discussion on the minutes. With no corrections,
15 Mr. Ed Haas moved to approve the May 8, 2024, minutes, which Dr. Rowland Russell seconded.
16 With unanimous approval, the minutes from May 8, 2024, were approved.

17
18 **3) Downtown Bike Racks**

19 Mr. William Schoefmann said he observed nine u-racks with a few other random types such as
20 the City Hall bike rack. Chair Jackson said she saw one by Mon Amie that is a random type. The
21 listed locations were two at Davis Street, across from Cumberland Farms, outside of Mon Amie,
22 and then a few around the Square. Chair Jackson pointed out there was one near Ye Goodie
23 Shoppe.

24
25 The highway superintendent took the recommendations and responded that it was too many
26 spots. Mr. Schoefmann whittled it down to ten spots which the superintendent used.

27 Ms. DelaCroix said the timing of putting them out was excellent because she saw them
28 frequently being used during the Food Festival.

29 Mr. Redfern shared that they are starting to focus Stantec on where things are to be located. He
30 suggested connecting with Don Lussier or with a representative of Stantec. Mr. Schoefmann said
31 getting a representative from Stantec might be tough. He suggested the committee members
32 review the plans and bring any suggestions.

33
34 Chair Jackson asked about the potential of a covered bike rack. Mr. Schoefmann suggested the
35 committee look at it. It is something that has been looked at for some time. Mr. Haas
36 commended Chair Jackson for her presentation on the bike racks. He questioned publicizing the
37 bike rack presentation or at the very least getting on the agenda of the Municipal Services,
38 Facilities & Infrastructure (MSFI) Committee for recognition. Mr. Redfern asked to include bike
39 lockers. Mr. Schoefmann suggested adding the bike locker to the preferred rack list. He said that
40 at the next meeting, the BPPAC can make a motion to accept it once everyone has reviewed the
41 additions. Dr. Russell agreed with Mr. Haas's suggestion to put it before MSFI but suggested
42 adding the current locations of the rack as well. He wondered whether Mr. Lussier or someone
43 from Public Works should be invited to the next meeting. Chair Jackson will update the current
44 locations of the bike racks before sending it to Mr. Schoefmann. Councilor Haas noted that
45 MSFI comes up at the end of the month and then will go to the council next month. He worried
46 that waiting until the next BPPAC meeting would be too late. Mr. Schoefmann said it was up to
47 the committee and dependent on Chair Jackson's confidence as to whether she could get the
48 document prepared in time.

49
50 Councilor Hass motioned to approve Chair Jackson's document with suggested edits as a piece
51 of advisory information for the MSFI. Ms. DelaCroix seconded the motion and with no
52 discussion, the motion was approved unanimously.

53 Mr. Schoefmann suggested running a census on them a couple of times a summer and offered a
54 sheet to help them with that if desired.

55

56 **4) Safety and Outreach**

57 **A) Downtown Bike Lane Rules**

58 Councilor Haas shared that the information and document were presented at the Council
59 workshop held the previous night. Councilor Haas said it was a draft. Mr. Schoefmann said the
60 list is probably what they are drafting into the ordinance. A detailed list was provided to City
61 Manager Dragon by Mr. Schoefmann. That list will probably be turned into an easily
62 referenceable website for the public.

63

64 Mr. Redfern said he attended the Stantec Presentation to the MSFI workshop. His only concern
65 was the removal/relocation of the trail at Railroad Square from going through the middle. They
66 moved it north of the square and will paint railroad tracks where the rail trail used to be. Their
67 diagram was not clear in showing where the trail would go. He believes it will lead to confusion.
68 Chair Jackson said her understanding of that area was that it becomes mixed-use, which means
69 that whatever motion is already happening in it takes precedence. If there is already pedestrian
70 activity, bikes will become secondary and will need to yield. It sounds chaotic, but where she has
71 seen it happen, it is usually positive.

72 Mr. Schoefmann brought the conversation back to the rules. He added references to state law in
73 the extended edition because the policy committee wanted a baseline. He will distribute the draft
74 to the BPPAC. The next step will be to adopt that into an actual ordinance.

75 Dr. Russell motioned that the BPPAC acknowledges support of the documents presented. The
76 motion was seconded by Councilor Haas and was unanimously approved.

77

78 **B) Bicycle Pedestrian Promotion**

79 Councilor Haas asked if anyone wanted to hold on to the banner. Mr. Schoefmann offered
80 storage in his office. Councilor Haas offered to hang onto it and suggested taking advantage of
81 banner use moving forward and being creative and where and how to advertise. Mr. Schoefmann
82 pointed out that no one organization is a clearinghouse for Bike Month. Dr. Russell pointed out
83 that Jen Risley does it, but not in a formal sense.

84

85 Chair Jackson shared the success of the community bike ride. She shared that everyone stayed
86 together and communicated well and all seemed to have had a good time. The rides will occur
87 monthly until October. Future rides are scheduled for July 19th, August 16th, September 20th, and
88 October 18th (the third Friday of every month) from 5:30-6:30. Most are gone by 7 pm.

89 Promotion is through word of mouth. Pam Bys posted it on social media and promoted it through
90 clubs and text messages.

91

92 Dr. Russell shared that Monadnock Outdoors has a website and thought that would be a great
93 promotion opportunity. Ms. Jeanelle Sartorio suggested routing the ride near the Transportation
94 Heritage Trail.

95

96 **5) Regular Project Updates**

97 Mr. Schoefmann shared that the steering committee for the Safe Streets for All grant is meeting
98 next week on the 24th. When they meet, there is a draft plan that will be shared. The advisory
99 committee saw it yesterday and provided their feedback. There is lots of good work happening
100 there. Providing the draft through the policy committee was the major update. He suggested
101 putting an education and outreach discussion on the agenda for next month as a next step.

102

103 He then shared there was a workshop last night for the council. Councilor Haas shared that
104 Stantec got new imaging and projected imaging on the project. One detail in the sentinel was
105 bike lanes would be colored concrete.

106

107 Mr. Schoefmann explained that Stantec is also the consultant for phase one of the Transportation
108 Heritage Plan. From the public input sessions, screening along the trail was a major highlighted
109 factor. This trail goes behind and sometimes through people's backyards, so screening helps
110 provide a bit of privacy. One of the preferred options was screening treatment on fencing. That
111 has driven the cost up along with all the needed drainage and surface treatments along the trail.
112 They have not heard back from the consultants but are preparing to discuss the costs and the
113 need to cut in certain areas. The time for construction would be for next year.

114

115 Dr. Russell said that while it is not part of the design, Friends of Public Art and the Historical
116 Society would be in support of art motifs on the abutment that will be exposed when the clearing
117 happens. He asked who they should talk to about that when the time comes. Mr. Schoefmann
118 suggested talking to the Heritage Commission in the meantime.

119
120 Mr. Redfern said if things come to fruition, Phases 2, 3, and 4 will be eliminated in favor of a
121 one-and-done plan. Annie Kuster has put in a congressional allotment. He expressed kudos to the
122 bike and pedestrian community for helping to get that through. The city put in at least four
123 applications for consideration of that congressional easement. He participated by taking Annie
124 Kuster's aid on a tour of the three last phases. During the tour, he explained the challenges. The
125 tour occurred during heavy traffic on Route 101, which helped make his case. During the tour of
126 the bridge, the aide noted the lack of fencing and Mr. Redfern was able to explain the multiple
127 safety incidents that have happened because of the fencing. This congressional allotment still
128 must be approved at the federal level. He did not know the timing and asked if Mr. Schoefmann
129 did. Mr. Schoefmann did not either.

130
131 **6) Volunteer Opportunities**

132 Dr. Russell asked about discussion points on bike counts. Mr. Schoefmann wanted to schedule
133 some walk-throughs for the census to determine the usage of the bike racks. Chair Jackson said a
134 Google form would be the easiest. Chair Jackson and Mr. Schoefmann to talk offline.

135
136 Dr. Russell mentioned the crossing counts, in particular, crosswalk violations. Mr. Schoefmann
137 said they would need to define what they are looking for more. With the downtown project
138 coming up, this is something that the BPPAC may want to consider for downtown as well. It
139 does not need to be this year, but Mr. Schoefmann said the focus could be Main Street and West
140 Street corridors and how many cars do not stop at crosswalks. He would have to research the
141 methodology to make sure they get it right. Dr Russell suggested focusing on the Railroad
142 Square Crossing, Ashuelot Park Crossing, and the Central Square Crossing both on Court and
143 Washington Street. Mr. Mike Frank suggested the School and Gilbo Avenue intersection as
144 another location.

145
146 Dr. Redfern commended Mr. Schoefmann for the work he put into the draft map. He shared that
147 Pathways said they will not approve it until Mike Davern signs off on it. Mr. Davern is to e-mail
148 Ted McGreer. Once approved, Mr. Redfern will get it commercially printed. Ms. Sartorio
149 pointed out that the light does not have the same convention and believes that contributes to the
150 confusion and issue.

151
152 **7) Old Business**

153 **A) Bicycle Pedestrian Master Plan**

154 Mr. Schoefmann shared that the plan is for community development staff to draft a request for
155 proposal (RFP) to go out for completion of the plan. They have been in touch with both public
156 and private options for this and are expecting some decent options with it. He will share once he
157 gets it drafted. Dr. Russell wanted to acknowledge the work of this committee over the last few

158 months. He counted six at the visioning session. He commended that members show up and do
159 good work!

160

161 **B) Kiosk Maps and Wayfinding Updates**

162 Mr. Schoefmann said installation of the wayfinding signs was expected mid to late summer. He
163 will try to get more of a concrete update soon.

164

165 **8) New Business**

166 **A) Items to be included for the next meeting**

167 Chair Jackson did not have anything. Dr. Russell reminded the group of the desire to invite
168 public works. Mr. Schoefmann will invite a staff member to discuss the downtown infrastructure
169 and placement of bike racks and lockers.

170

171 Mr. Frank introduced himself as a member of the Monadnock Cycling Club.

172

173 Councilor Haas moved to adjourn the meeting. Dr. Russell seconded. Mr. Schoefmann clarified
174 that they do not need a motion to adjourn, the chair can simply adjourn the meeting.

175

176 **9) More Time**

177 **A) Public Art and the Trails Updates**

178 **B) Old Stone Arch Bridge Safety Improvements**

179 **C) BPPAC Website**

180 **D) Community Bike Share**

181

182 **10) Next Meeting: July 10, 2024**

183

184 **11) Adjournment**

185 There being no further business, Chair Jackson adjourned the meeting at 9:20 AM.

186

187 Respectfully submitted by,
188 Amanda Trask, Minute Taker

189

190 Reviewed and edited by,
191 Will Schoefmann, Community Development Staff

Project	PRIORITY	Master Plan Project #	Status	Budget *		Schedule			Updates (status changes and project notes)
				Cost	Status	Start	Finish	Status	
Master Plan	HIGH	P17	Submitted	City Staff \$50K	N/A	July 1 2024	August 1 2025	Behind	CIP Project to complete the plan in 2024/5. Staff beginning to draft RFP for release in FY'25.
Complete Streets	N/A	N/A	Working		N/A	2018	N/A	Behind	GIS Tech working with Highway to inventory in street bike markings for budget purposes. Bike Boxes, Downtown Sharrows remarked.
Bike Racks	HIGH	P21	Working	N/A	N/A	ongoing	N/A	N/A	Gaps in where historically placed. Chair Jackson presentation April. Updates being made to document for forwarding to City Council (publicly managed racks). Discussion in August regarding Bike Racks in the Downtown Infrastructure Project. Downtown Rack Census in August.
Appel Way Trail Paving	HIGH	P7	Planning	\$ 104,900.00	Even	2025	N/A	Behind	Appel Way repaving project, CIP Budgeted in Parks and Rec Trail Maintenance Program. Pushed out to 2025
Safe Streets for All Grant	N/A	N/A	Planning	NA	N/A	Spring 2023	N/A	N/A	Engineering division of DPW is managing this grant opportunity. Will Staff rep on TAC /Autumn BPPAC Rep on Steering Committee. Draft Action Plan up for TAC and Committee review.
NHDOT TAP Grant 2018 - Marlboro Street	HIGH	BE22	Working	\$674K	Over	Winter 2018	Summer 2022	Behind	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. Project is moving into construction phase.
Safety and Outreach	N/A	N/A	Working	N/A	N/A	Ongoing	N/A	N/A	Topics for Safety and Promotion of other Bike/Ped Initiatives via outreach. May Bike Event Banners; E Bikes; Downtown Bike Lanes. Policy recommendations to Bike Lane Policy Committee. Policy Recommendations going to MSFI in September.
League of American Bicyclists Bicycle Friendly Program & other community ranking programs	N/A	N/A	Completed	Staff/Volunteer Time	N/A	Summer 2023	Summer 2023	On Schedule	Renewal process concluded and includes data gathering for a report/application. Keene awarded Silver Status with it's renewal effort. Eeport card to be reviewed at future meeting. Promotion to be included on Banner for Bike Month.
Sidewalks	N/A	N/A	Submitted	CIP	Even	Spring 2022	N/A	On Schedule	Summer 2022 expecting to replace approx. 2,000 LF of asphalt sidewalk, including Colby St. and Adams St. The CIP will request funding for about 2,000 LF / year beginning in 2023.
Downtown Infrastructure Project (MAIN STREET)	HIGH	P14	Planning	CIP	Even	Summer 2023	Fall 2027	N/A	Final recommendation from City Council via MSFI includes widened sidewalks and protected bike lanes. All other concepts scrapped. Final Design approved by MSFI and City Council. Bike Racks discussion August with Don Lussier.
Lower Winchester Street (Roundabout - City Line)	HIGH	P22	Planning	CIP	Even	Summer 2024	Fall 2027	N/A	Planned improvements including sidewalks connecting market place in Swanzey and Route 10/Winchester Street

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Project									
Jonathan Daniels Trail Maintenance	HIGH	P3	Planning	\$25K	Even	Summer 2020	2022	N/A	CIP Budgeted in Parks and Rec Trail Maintenance Program.
Wayfinding Signage Facilities and Plan	HIGH	P11	Working	City Staff, \$42,000	N/A	Planning	N/A	On Schedule	BPPAC Considering overall wayfinding plan with Parks/Rec, DPW and Comm Dev Departments. UNH Downtown Trails Initiative completed. Next steps signage design and placement in conjunction with City branding effort. Planned installation mid-late summer.
West Street - Complete Street	MEDIUM	P19	Planning	\$ 785,275.00	N/A	2027	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. Funds available in 2027, DOT 10 Year Plan redesign/construction
AMENITIES	HIGH	P21	Working	City Staff, Facility and Maintenance Costs	Under	Planning	N/A	On Schedule	Staff should establish a base line of existing amenities. Types and locations of future amenities should be planned. To include Kiosk/Trailhead facilities, Trailside Facilities such as bathrooms, potable water and tune up stations. Outreach to the artist community to identify spots on the trails for public art will enhance the unique qualities of our system. TRAIL LIGHTS NOW INCLUDED HERE
↓Transportation Heritage Trail ↓									
THT Phase 1 - CRT Eastern Ave to NH 101 (Transportation Heritage Trail)	HIGH	P1	Working	\$ 386,400.00	Over	2024	2025	N/A	Project includes from Eastern Ave - 101 Bridge abutments. Stantec and City reviewed draft Engineering Study Report - submitted to NHDOT for review and approval of proposed improvements. Project overbudget.
THY Phase 2 - Prowse Bridge - CRT NH 101 Overpass to Stone Arch Bridge (Transportation Heritage Trail)	HIGH	P4	Planning	\$ 381,685.00	N/A	2027	N/A	N/A	Installation of the Historic Prowse Bridge at NH Route 101 and connecting the Cheshire Rail Trail to the Old Stone Arch Bridge and safety improvements (railings) to Old Stone Arch Bridge. Promotional website and video released with funding donation from PFK.
THT Phase 3 - Old Stone Arch Bridge - (Transportation Heritage Trail)	HIGH	P4	Planning	\$ 321,195.00	N/A	2025	N/A	N/A	Collaboration with Heritage Commission to conduct research and assist with Historic Resources LCHIP application for railing/abutment design. PFK funding conceptual visuals. LCHIP grant planned for 2022 to fund Planning Study phase. Promotional website and video released with funding donation from PFK.
THT Phase 4 - Island Street Bailey Bridge - Swanzey Factory Road to Town Line (Transportation Heritage Trail)	MEDIUM	P4	Planning	\$ 1,862,310.00	N/A	2027	N/A	N/A	Installation of the Historic Island Street Bailey Bridge at Swanzey Factory Road to create a safe overpass for trail users and creating continuity of the Cheshire Rail Trail towards the Swanzey Town line. Island Street bridge due to be removed from Island Street during current project in March.
NHDOT Route 101 Improvement Project	HIGH	P23	Planning	NA	Even	2023	2025	On Schedule	NHDOT Project including widening and other improvements to NH Route 101 in the vicinity of the THT and improvements to the intersection of RT 101/Swanzey Factory Rd.

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