



BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
AGENDA

Wednesday, September 11, 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) August 14, 2024 Minutes
- 3) Downtown Infrastructure Project
 - a. 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. Wayfinding Updates
- 8) New Business
 - Items to be included for next meeting
- 9) More Time
 - Continued Bike Racks Discussion
 - Public Art and the Trails Updates
 - BPPAC Website
- 10) Adjournment
 - Next meeting date – October 9, 2024

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

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

Wednesday, August 14, 2024

8:15 AM

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

Members Present:

Samantha Jackson, Chair
Dr. Rowland Russell, Vice Chair
Dillon Benik
Michael Davern
Councilor Edward Haas
Autumn DelaCroix
Jan Manwaring
Charles Redfern, Alternate

Staff Present:

William Schoefmann, GIS Coordinator
Brett Rusnock, DPW Project Manager
Don Lussier, DPW Director

Guests Present:

Marcus McCarroll, Keene City Green
Bikes

Members Not Present:

Janelle Sartorio, Alternate

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9
10 **1) Call to Order, Roll Call, and Welcome**

11 Chair Jackson called the meeting to order at 8:16 AM.

12
13 **2) June 12 and July 10 Minutes**

14 Councilor Ed Haas asked if the bike rack information had been sent to MSFI. Chair Jackson and
15 Mr. Schoefmann clarified that the information was not sent because they were waiting for
16 revisions written into the agenda for this meeting. Councilor Haas moved to approve the
17 minutes from June 12, 2024. Ms. Autumn DelaCroix seconded the motion, and with no
18 objections or further discussion, the minutes from June 12, 2024, were unanimously approved.

19
20 Dr. Rowland Russell noted in the July 10 minutes that the correct spelling was Gail Somers. Mr.
21 Schoefmann shared that a few corrections, including the aforementioned one, had been
22 forwarded to the minute-taker before the meeting. Jan Manwaring said she was not listed as
23 absent last month, and she was, as she thought the meeting had been canceled. Ms. DelaCroix
24 moved to accept the minutes with the corrections with a second from Dr. Russell. With no
25 further discussion and no objections, the July 10, 2024, minutes were unanimously approved.
26
27
28

29 **3) Downtown Infrastructure Project**

30 **A) Bike Racks Discussion**

31 Mr. Schoefmann provided a little background, saying that the committee has been interested in
32 bike racks for some time and is in discussions with the Department of Public Works to determine
33 the plan. Mr. Schoefmann introduced Mr. Brett Rusnock, Department of Public Works, who
34 attended to provide some background on where the bike racks stand and field some questions.
35 Mr. Rusnock thanked Mr. Schoefmann and asked him to pull up a graphic from the preliminary
36 design plan for downtown.

37
38 While Mr. Schoefmann worked to bring up that graphic, Mr. Rusnock explained that the project
39 limits are from Water Street in the south to the northern end of Central Square and the north of
40 the project, as well as Gilbo Avenue down to St. James Street and Railroad Street down to Wells
41 Street. Generally, the plans now include at least one bike rack location on each block on both
42 sides of the street. From Water to Dunbar, Dunbar to Eagle, and Eagle to Cypress, they have
43 shown at least one bike rack location on all those blocks. The exact style of bike rack has yet to
44 be determined. They have tried to ensure at least a five-foot-wide planned buffer between the
45 bike lane and the pedestrian path, where they will have planned tree plantings and benches. Since
46 that area is generally about five feet wide, it makes for a logical place to put bike racks
47 perpendicular to the roadway.

48
49 Ms. DelaCroix asked if, by parallel or perpendicular, he meant that people would park the bikes
50 parallel to the roadway. Mr. Rusnock said that the bikes would be parked perpendicular to the
51 roadway. Mr. McCarroll asked if the bike racks were covered. Mr. Rusnock responded that he
52 believed most of the racks currently being considered are not covered. He thought there were
53 plans for a covered canopy on a portion of Railroad Square that would provide for some covered
54 bike parking. Dr. Russell asked if the racks would be year-round or seasonal. Mr. Rusnock said
55 he had yet to learn the answer to that. The racks are intended to be year-round, as he knows there
56 is year-round demand for bicycling usage.

57
58 Mr. McCarroll asked if there were plans to cover them at a future date to which Mr. Rusnock
59 responded that that was a good question. Mr. McCarroll continued that funds could be raised
60 since parking outside, even for a week, will cause significant and irreparable damage to a bike.

61
62 Chair Jackson recognized Mr. Charles Redfern. Mr. Redfern asked Mr. Rusnock if the bike racks
63 being considered were for installation after the reconstruction of downtown. Mr. Rusnock
64 clarified that this will be incorporated into the construction contract of downtown.

65
66 Ms. DelaCroix said if the racks could be arranged parallel to the road, it would reduce the risk of
67 bikes spilling over into either the bike lane or the pedestrian walkway, which can be a point of
68 frustration and conflict for people. Mr. Rusnock used the graphic to illustrate that the cyan
69 rectangles on the image were the graphical sketches of bike rack locations. Mr. Rusnock noted
70 that the racks aligned with Ms. DelaCroix's point.

71

72 Dr. Russell questioned Chair Jackson and Ms. DelaCroix as to whether public works received the
73 bike rack document. Mr. Schoefmann responded that public works has seen the document, or at
74 least Mr. Don Lussier has. Mr. Schoefmann offered to share Ms. Jackson's document with him if
75 he still needed to get it.

76

77 Ms. Jackson said that while U-racks are common, they want two bike contact points. The circular
78 ones can do that if they are manageable. She pointed out that the Monadnock Food Coop has
79 staples with a little banner inside.

80

81 Mr. McCarroll pointed out that Keene State College has indoor wall-hanging bike parking at
82 almost every building. An outdoor covered shelter with similar hooks could park far more bikes,
83 and the public may eventually like them better since the bikes will be safer, out of the weather,
84 and the rack will have a larger capacity. He found they had lots of indoor parking during his
85 travels in Amsterdam. Some companies encourage employees to ride in and offer bike parking in
86 their basements. If the goal is to move towards a greener, more sustainable future, there will have
87 to be more encouragement of bicycling over cars and incorporating the infrastructure now;
88 otherwise, it will be all cars all the time. Without a covered structure, the bikes are out in the
89 weather and experience significantly more wear and tear, especially in the winter. He shared that
90 he has lived in Keene for a long time and has suffered from the lack of infrastructure and bike
91 racks and the status of the bike paths. He firmly believes covered hanging bike racks are the way
92 to go and suggested twelve in the downtown area, along with indoor ones inside buildings. There
93 are numerous buildings where racks like this can be placed, such as stairwells, hallways, and
94 even basements.

95

96 Mr. Redfern mentioned the new parking garage as an option. Mr. McCarroll agreed and said it
97 could be incorporated in the building plans for the new garage or by adding another floor to
98 either the latest or the existing one to accommodate the bicycle parking.

99

100 Mr. Rusnock asked for thoughts on the duration of the bicycle parking. He was curious how
101 often people use them and whether it was short-term parking or if there was also a need for long-
102 term parking. Mr. Schoefmann shared that one of the committee's plans is to get out during the
103 latter half of this month to do some bike rake census counts, including usage counts and time of
104 day usage. He hopes they will provide some of the needed information but added that they also
105 have data from five years ago.

106

107 Dr. Russell felt there was a need for short- and long-term bike parking. Chair Jackson agreed and
108 said she would imagine people living in nearby apartments. Some apartments have stairs inside
109 the door, and while they can park in their apartment, getting a bike up and down the stairs can be
110 challenging. Mr. Redfern agreed and said Mr. Mitch Greenwald had indicated that the long-term
111 tenants heavily use the racks outside his building. He believed that it would require looking at
112 what is around the various proposed rack locations to determine whether it would be more short-
113 or long-term parking and that it would vary by location. Dr. Russell said one must also consider
114 the likely increase in use from using protected bike lanes.

115

116 Mr. Mike Davern suggested surveying the local landlords to see how many indoor parking areas
117 they might have and how many tenants have bicycles. Mr. Schoefmann imagined that might be
118 something they could get during the bike and pedestrian master plan. Dr. Russell agreed, stating
119 it would be excellent since they focused on the public and city-controlled ones for the meeting.
120 He also agreed with Mr. McCarroll's point of involving private entities.

121

122 Mr. McCarroll suggested considering an incentive that the City could offer landlords willing to
123 offer a room for bicycles to park in. This could help keep bikes off the street and prevent them
124 from filling up the city bike racks. Dr. Russell pointed out that it would tie in with the City's
125 housing push.

126

127 Mr. Rusnock asked the group if they knew how often users abandon bicycles and how big of a
128 problem that might become. Ms. DelaCroix stated that most abandoned bike incidents were due
129 to missing parts, resulting in the owner being unable to get the bike out. Mr. McCarroll added
130 that often, it is because somebody has stolen their seat or a crucial part or that crucial part breaks,
131 and they cannot afford to fix it. These types of issues were what the Green Bikes program was
132 trying to address.

133

134 Dr. Russell stated that bikes were often left behind when the homeless encampments were driven
135 out. Most donated bikes are found where the racks are not visible to the public or in low-traffic
136 areas, according to Chair Jackson. This low visibility increases the ease with which someone can
137 slip by and grab a part unnoticed. Mr. McCarroll said he had seen bikes on the racks near the rec
138 center that have been there for fifteen years. Mr. Schoefmann clarified that the mentioned rack
139 belongs to the Housing Authority, so the City does not have a say.

140

141 Ms. DelaCroix summarized the conversation to say that it is not a problem that those private
142 racks are less visible or that there are bikes there; it is more to say that if racks are kept in good
143 public eye, abandoned bikes are not as big concern to worry about. Ms. DelaCroix added that
144 there are straightforward steps to prevent this issue, and Main Street will likely face only a few.
145 She stated that the likelihood of abandoned bikes will increase as you get further away from
146 Main Street or more tucked away.

147

148 Mr. Rusnock said that he is sure that as this project is built, there may be a policy where if they
149 find a bike that has been abandoned for more than a month or two, public works may remove it
150 and then give it to Green Bikes for repair and distribution to those in need. Members supported
151 his policy suggestion.

152

153 Dr. Russell asked if there was a bike registration program within the City. Ms. DelaCroix
154 responded that it was optional with the Keene Police and registration with them would likely be
155 the only way they would investigate a stolen bike. Dr. Russell suggested advertising to help with
156 the crackdowns and recovery potentially. He also pointed out that this conversation is not limited
157 to conventional bikes; it will also include eBikes.

158

159 Mr. Rusnock guided the discussion back to the preliminary design plan. Given the plan for at
160 least one bike rack per block, he asked how the group felt about the adequacy of that approach
161 and whether they thought more or less was needed. He stated he understood the strong desire for
162 year-round parking and was curious about the committee's data on user trends from
163 spring/summer to winter and whether the group expected those trends to be consistent if safe
164 bike parking was available or if they expected traffic to reduce significantly come winter.

165

166 Chair Jackson responded that as far as bicycling traffic is concerned in the winter, she would
167 expect a reduction because only some bicycling are bicycling for need. That said, Ms. DelaCroix
168 did not believe it would reduce bike racks' usage. She explained that people riding entirely for
169 the joy of being out and about are less likely to stop in places, whereas commuter bikers and
170 people dropping in at the shops are more likely to continue riding year-round. Mr. McCarroll
171 added there is no such thing as bad weather, just bad clothing.

172

173 Dr. Russell asked Mr. Schoefmann how the anticipated one rack per block compared to the status
174 of the racks. He said they would have to superimpose it to be able to tell. Ms. DelaCroix noted a
175 couple of spots she believed could benefit from additional racks, such as in front of Souls, which
176 tends to be frequented by several bike patrons. If she and four friends went out to dinner and all
177 five rode bikes, five bikes would be parked in front of the restaurant, taking up an entire rack for
178 a few hours. She believed adding additional racks in those locations to allow for at least ten bikes
179 would be helpful and utilized.

180

181 Dr. Russell said that while one rack per block sounds like a good start, it is hard to say without
182 superimposing the current versus the proposed one. He added that Judy at Prime Roast often
183 discusses how many customers bike there. He proposed allowing businesses to lease or offer up
184 the retired racks for use by area businesses.

185

186 Mr. Rusnock explained that Mr. Don Lussier graciously brought the printed role plan to provide
187 a more detailed look than what they had on the screen. He pointed out that the blue-cyan
188 rectangles were the proposed bike rack locations. As one moves from the north to the south, the
189 right of way gets narrower. Instead of banks or groups of bike racks for parking, there will be
190 more individual U-racks spaced along the length. Ms. DelaCroix said the diagram showed that
191 two were on each side of the strip, which she thought was solid. Mr. Rusnock believed the design
192 team was squeezing in as many as possible through the somewhat constrained right of way,
193 particularly in the project's south end.

194

195 In talking with someone outside the meeting, Chair Jackson learned they had ridden their bike
196 with their son downtown to Cherry Garden. They reported that they could not find a bike rack,
197 even though Chair Jackson knew of one on Railroad Square. Chair Jackson thought it was
198 essential that when the racks were put in, they were made very visible. She believed it necessary
199 to push the line between aesthetically meshing with the City and being easy enough to find. Ms.
200 DelaCroix said a single contrasting color strip in the center could sufficiently highlight the

201 visibility of the rack. On that note, Chair Jackson wondered if that would be something the
202 Friends of Public Arts might be interested in or whether that would be something they could do.

203
204 Dr. Russell explained that when Friends of Public Arts was first starting about ten years ago,
205 there was a city competition at some point about bike racks. One design, Mount Monadnock,
206 stood out, as did other exciting designs that came out because of the competition. If that could be
207 tracked down, it would be worth looking at. The idea would be to have a uniquely crafted viable
208 bike rack reflecting the region. Friends of Public Arts did not have the capacity at that time to
209 pursue it, but it would be worth looking at, mainly because it would be a chance to brand it
210 uniquely. The Mount Monadnock design was favored because it allowed for nose-to-nose bike
211 parking.

212
213 Councilor Haas asked Dr. Russell if he remembered who did that study. Neither Dr. Russell nor
214 Ms. Manwaring remembered. Dr. Russell said he believed the City worked with Keene High
215 School on it and would try to find it. Mr. Lussier asked about how long this occurred, and Dr.
216 Russell responded that it was about ten years ago. Mr. Lussier believed Mr. Andy Bohannon
217 would know and offered to check with him.

218
219 Dr. Russell said that he had a follow-up that, while not an immediate need, needed to be
220 considered for the bike racks' long-term planning: having a bike recharge station. Mr. Rusnock
221 asked what kind of charging would be required. Mr. Davern said that most are like the charge for
222 the home. Mr. Lussier stated he would not support a public charging port. He shared that the City
223 already has problems with the power pedestals downtown serving as an attractive nuisance and
224 believed that it would become more of a headache than it was worth.

225
226 Mr. McCarroll suggested the possibility of a coin-operated charging station. Mr. Lussier thought
227 that was an exciting point but was unsure if there were pay-charging stations for eBikes. Dr.
228 Russell said it could be built into the car charging station, where the eBikes would be charged
229 adjacent to the car charging station.

230
231 Mr. Lussier explained that the current plan for car charging is to focus on parking lots. There
232 would be two in the Commercial Street lot. They are working with the Department of
233 Environmental Services (DES) on a consolidated grant application for the state that would allow
234 them to have seven chargers in the Commercial Street lot and two others at Parks and
235 Recreation.

236
237 Dr. Russell said one of the other Friends of Public Arts Projects they looked at, which was not
238 viable at the time, was to get an old railroad car that would be converted into covered bike
239 storage with a charging station built into it and the outside artistically painted. Mr. Lussier said
240 they discussed a covered bike pavilion in Railroad Square. It could even be designed to be
241 reminiscent of a railroad car if it is not a natural railroad car. Dr. Russell added that it would be a
242 logical plan for charging. Mr. Lussier agreed and said it would be a little more to scale. Dr.

243 Russell explained that the original idea would have covered bike parking and the potential for an
244 entrepreneur to run a bike rental business out of it.

245
246 Ms. DelaCroix addressed Mr. Lussier's statement about the charging stations being a nuisance
247 and asked what makes it an attractive nuisance. Mr. Lussier responded that they attract people
248 who are using them and loitering. He explained that they are supposed to be locked, but many
249 have been broken off.

250
251 Mr. Rusnock, speaking to Mr. Lussier, mentioned that the group had been asking about winter
252 maintenance of the bicycle racks and if funding would be available year-round. Mr. Lussier
253 responded that he thought that would require some negotiation between the bike community and
254 the folks at public works who must shovel and maintain around them. Mr. Lussier asked if the
255 group would be open to fewer bike racks during that winter. Dr. Russell responded that they
256 would need to do more study. Mr. Benik stated he believed the use would drop in the winter; the
257 question is how much, and without some census or count, it is all conjecture. Dr. Russell noted
258 that the BPPAC group should make note to do the census at different times of the year.

259
260 Ms. DelaCroix said that having at least one on each block seems reasonable to reduce the burden.
261 Removing the duplicates will likely make it easier to shovel. Chair Jackson added that some
262 racks are designed differently to remove the dead zone in the middle, which would make
263 shoveling it out far more manageable.

264
265 The conversation turned to winter car parking, and Mr. Benik asked for clarification on the ban.
266 Mr. Lussier said they will be going to the Council with an amendment to the parking ban rule.
267 The current rule prohibits parking from November 1- April 30. Snow may not even occur until
268 mid-January, so they are working to develop a system where the parking ban will only be in
269 effect when they are doing snow maintenance and removal operations. Ms. DelaCroix assumed
270 that since the City will already review the rule, they could include eBikes, which Mr. Lussier
271 confirmed.

272
273 Mr. Schoefmann suggested moving on in the interest of the other agenda items. Before moving
274 on, Mr. Lussier apologized for being tardy at the start of the meeting. Mr. Lussier then addressed
275 the earlier discussion about artistic bike racks, thinking it was an excellent idea. He suggested
276 that if the committee is interested in pursuing it, it should be communicated directly to the
277 Council because he knows there are legitimate concerns about the project's price. He believes
278 there will be concerns, and it may not be received well if the consultant comes in with ideas for
279 artistic bike racks that cost twice as much as standard bike racks.

280
281 Dr. Russell clarified that they had investigated potential funding. He said they also wanted to
282 work with someone local to produce them if possible. Mr. McCarroll added that frames and bike
283 wheels could be fashioned into artistic bike racks.

284

285 Mr. Rusnock stated he was aware that the City received a grant a few years ago through the New
286 Hampshire Cooperative Extension for the downtown and trails program. That might be a funding
287 opportunity for something like this. Dr. Russell added that America Walks also has a grants
288 program.

289
290 Mr. Schoefmann said the City submitted a grant application with Home Healthcare Hospice &
291 Community Services for shelters and covered bike parking but was not qualified for some
292 reason. He suggested looking at those opportunities with a keen eye. Mr. Redfern asked if the
293 disqualification was related to private foundations. Mr. Schoefmann could not remember the
294 exact reasoning. According to Dr. Russell, the art motif doubles the funding potential.

295
296 Mr. Redfern suggested coming up with an estimate of the minimum cost of what they would be
297 spending for standard racks and then supplementing it with the added artistic value. Dr. Russell
298 requested that any pricing information be sent to the group so that they could use that as a
299 starting point for what they might need for additional funding.

300
301 Councilor Haas said they wanted to get the rack idea before MSFI as soon as possible. He asked
302 what kind of recommendation the group wanted to make or send to MSFI. Mr. Schoefmann said
303 they needed to remove or move the private inventory to another section. Chair Jackson stated
304 that she created a second document with that information. Mr. Schoefmann suggested putting it
305 on the agenda for MSFI, and rather than just presenting them with a document, he urged seeing if
306 the group is interested in bringing it up. It would be an excellent opportunity to do some legwork
307 and inform them that the BPPAC is interested in finding funds to help pay for the bike racks. It
308 would serve as a great message to send across to the Council. Councilor Haas urged getting
309 something for them to claim a spot and not miss out, even if it was just a message to say they
310 were interested in coming. The next MSFI is scheduled for September 5. Dr. Russell shared that
311 the next Friends of Public Arts meeting is in the first week of September, and he offered to bring
312 it up and do some digging prior.

313

314 **B) Bike Lane Rules Update**

315 Mr. Schoefmann announced that this item will be in front of MSFI in September. The BPPAC
316 and the policy group have both had a hand in drafting and creating the proposed ordinance. This
317 ordinance will eventually be for the bike lane rules and downtown. He said he would let the
318 BPPAC know when the meeting is because they are looking to get the BPPAC's support at that
319 meeting. He believes that he and the legal department will be involved in creating the actual
320 ordinance. Mr. Schoefmann reiterated that the next step in functional drafting will be to get to
321 MSFI for their comments.

322

323 Ms. DelaCroix asked if they were presenting a proposed ordinance, to which Mr. Schoefmann
324 responded that they were not. He explained that it will be given just as it stands with the draft
325 from this group and the Policy Committee. He will review the calendar and confirm the date
326 before informing the group.

327

328 **4) Safety and Outreach**

329 **A) Community Bike Share**

330 Mr. Schoefmann reminded the group that during the last meeting, they talked about trying to get
331 some folks in the room together to discuss what that looks like, identify who is doing what, and
332 discuss how to leverage and create a network or move forward with a potential plan. He believes
333 developing a vision for what this group aims for will also be necessary. He was not sure there
334 would be enough time during the meeting.

335

336 In response to Councilor Haas asking about who had a connection to Chris Jackson, Mr.
337 Schoefmann shared that Kara Fisk-Hennessey, the new director of Parks and Recreation, shared
338 in the last meeting that Chris Jackson was a family friend. He noted that someone needs to reach
339 out and touch base with her as they have not heard back since the last meeting. He offered to
340 send a note and copy people but has found that a direct ask is more manageable and often gets
341 better results.

342

343 Mr. McCarroll explained that he knew Mr. Jackson back when he was doing the Green Bikes
344 Program at the college but has not heard anything from him in roughly ten years. He shared that
345 there is also a guy in Dublin, but he is focused on sending the bikes overseas.

346

347 Mr. McCarroll explained that the Keene City Green Bikes was an idea born out of the Keene
348 State Green Bikes Program, which he ran as a mechanic there. He was the motive behind
349 everything, but Keene State did not want to spend money on the program. As such, he got bikes
350 donated, which he would then fix up and paint them green. By consistently using the same color,
351 they bikes were universal. The bikes were then available to be lent out to students.

352 Unfortunately, some of the residents would steal them. Occasionally, the bikes were returned;
353 other times, they were not. Sometimes, the residents approached him asking for a bike, which he
354 would oblige with one of the lesser bikes. He shared that sometimes he would get a bike back in
355 better shape than they got it. The Jamaicans offered borrowed bikes, which was how Mr. Dave
356 Borden got involved with the BPPAC group. The program was shut down after Covid. Mr.
357 McCarroll was effectively let go. He then worked to create a bike program at Hundred Nights.
358 He had a small space at the old location, but the plans for the new location were already in place
359 when he started and did not include his program. He worked with Hundred Nights to fund a shop
360 at 310 Marlboro Street. The rent and limits placed upon him negated the point of the program.
361 He has to be out of the current space by September 1. Mr. McCarroll is presently looking at
362 options for space and making the program's rental portion more sustainable, such as a payment
363 or membership model. The biggest issue he faces is that he physically cannot do the work
364 anymore and needs to bring on a younger crowd to take it over.

365

366 Mr. McCarroll shared that they are headed to Bellows Falls today to talk to their program
367 director and tour their shop. Ten years ago, they had nothing, but now they have a flourishing
368 resale program. They get bikes donated, fix them up, and resell them for \$75-200, sometimes
369 upwards of \$250 for a nice bike. Individuals who have financials struggles can set up a payment
370 plan. The program is currently in the process of purchasing a new building for \$86,000. He

371 thinks the model is great and is interested in learning more. He's always liked the idea of a fleet
372 and sees benefits in that model. Despite his opinion and interest in this model, it will be up to the
373 board to decide.

374

375 Dr. Russell thanked Mr. McCarroll for all he had done. He suggested contacting Chris Jackson to
376 find out if he already has a non-profit status and whether this program could be incorporated
377 under that umbrella. He also suggested connecting with the people running the gear library at the
378 Keene Public Library. Regarding infrastructure, he sees real benefit in adding bicycles to their
379 gear library, which currently consists of kayaks, snow shoes, backpacks, and other items. A
380 natural, logical expansion adds bicycles to that.

381

382 Mr. McCarroll said other conceivable places are the YMCA, the Keene Rec Center, the police
383 station, public works, or Keene Ice—any location where you can park twenty or so bikes with a
384 card system or utilize an internet program in some way.

385

386 Dr. Russell reasoned that the library system seemed ideal because it would provide easily
387 accessible data and already has an account, checkout system, and process. The three libraries in
388 the consortium are an added benefit.

389

390 Mr. Schoefmann said that as the board makes decisions about what they want to do and begins to
391 ask specific questions of the BPPAC, the BPPAC has an obligation to decide if this is something
392 they want to pursue and take on.

393

394 Mr. Redfern commended Mr. McCarroll on an excellent presentation. In trying to be mindful of
395 time, he asked where they were on the agenda. Mr. Schoefmann stated they were only on four
396 out of ten items on the agenda and needed to move on.

397

398 Mr. McCarroll thanked everyone for the opportunity and reminded them that their next meeting
399 is next Wednesday, September 21, at the Keene Public Library.

400

401 Councilor Haas asked if Mr. Jackson did not want to be contacted. Mr. Davern stated he had just
402 contacted him. Councilor Haas suggested he continue to be Mr. Jackson's point of contact. Mr.
403 Davern said his intentions were to get the status of where Mr. Jackson is at with regard to his
404 non-profit, what his interests are, and whether he had any interest in passing over whatever he
405 has.

406

B) Other

407 Chair Jackson shared that there is a community bike ride event on Friday from 5:30-6:30,
408 starting at Fire Dogs in Keene.

409

410 Dr. Russell asked if it was anywhere on Facebook that could be shared. Chair Jackson does not
411 have a Facebook page, and Ms. Pam Bys has struggled to organize an event through her page.
412 Chair Jackson said she needed to sit down with someone who had a page to make an event that
413 could be shared publicly.

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5) Regular Project Updates

Mr. Schoefmann opened the discussion to Mr. Rusnock for any updates. Mr. Rusnock explained that Phase One has proceeded through preliminary designs, and the Marlboro Street Complete Street Portal Project has been sent to the New Hampshire Department of Transportation. They have received a few comments from them on the final bid documents and hope to get those formally advertised before the end of the month.

He continued by saying that they have been exploring funding opportunities for the Transportation Heritage Trail Phase Two project. They still need to be the right fit, but they continue looking and hoping to find one to meet their goal of getting that project 80% funded. He said he would have more updates to share shortly.

Mr. Redfern said that he had heard that with Northern Borders, so long as you are within a particular area, you can get 80% funding. Mr. Lussier noted that they are within what is considered a distressed community, so as long as they meet the grant program's funding priorities, they should qualify for that 80%. He explained that the trick would be to demonstrate that this is an economic driver, not just a recreational or transportation entity. The grants have a particular focus, and as the grant program manager put it while talking to Mr. Lussier, they need to be "adding to the tax base." Mr. Redfern asked about the status of the county's offer to assist. Mr. Lussier did not know or believe there had been further discussions since the other day. Mr. Redfern imagined that Ms. Suzanne Bansley was waiting to hear one way or the other.

Dr. Russell said that he knows a couple of the staff at Northern Borders and was willing to have some conversations to advance that.

With no further project updates, they moved onto Volunteer opportunities.

6) Volunteer Opportunities

A) Bicycle Rack Census Counts, Yield Counts, and Bicycle/Pedestrian Counts

Mr. Schoefmann said that he has all the paperwork but still needs to send out some type of sign-up sheet. He said he would plan to do that before the end of the week and suggested folks plan on next week or the last week of the month for the initial count. He anticipates two weekdays and possibly a weekend with two-hour time slots.

Dr. Russell said he believed they had discussed the initial count and identified four problematic intersections to focus on. Mr. Schoefmann suggested they decide which one they wanted to do because he did not believe the group to have enough capacity to do it all.

Ms. DelaCroix proposed doing one during the first week and the other during the second week. Mr. Benik asked which intersections were of focus. Dr. Russell responded that his prime example was West Street and Island Street near the Ashuelot River Park. There are two spots downtown: the Emerald/Cypress intersection and the Railroad Square intersection. Mr.

457 Schoefmann agreed to work on scraping together the material, completing the sign-ups, and
458 sending those out.

459

460 7) **Old Business**

461 **A) Pedestrian Master Plan**

462 Mr. Schoefmann said he is now working on the Request for Funding Proposal (RFP) with some
463 folks in his community development department. The plan is for that to be released sometime in
464 the fall. Once released, they will get some feedback and can review. He already has a selection
465 list of city staff going. While they have a pretty good idea of what the RFP will contain, they also
466 want it to mesh to a certain degree with the master plan and how that unfolds, which is why the
467 planners in his department work with him.

468

469 Mr. Rusnock and Mr. Lussier excused themselves as they had another meeting to attend.

470

471 **B) Kiosk Maps and Wayfinding Update**

472 Mr. Schoefmann shared that Mr. Andy Bohannon is looking at an initial pass at locations for
473 those. With all the BPPAC's work, putting together a map and list of locations will be easy. He is
474 looking for two volunteers to offer feedback once he compiles the list and map. Dr. Russell and
475 Councilor Haas both volunteered. Mr. Schoefmann thanked them and informed them that he
476 would be in touch for that initial feedback from them.

477

478 8) **New Business**

479 **A) Items To Be Included For Next Meeting**

480 Mr. Redfern suggested an update on the status of the grant search for the Transportation Heritage
481 Trail Phase Two. Ms. Delacroix added that the following Monday is the final meeting of the
482 Roadway Safety Committee, so she will probably have something to update for the meeting.

483

484 Councilor Haas asked to review action items for clarity. After clarification, it was determined
485 that Mr. Schoefmann, on behalf of the committee, would create the memo based on the earlier
486 motion by Councilor Haas with an updated document. Mr. Schoefmann will also be handling the
487 next steps of the census counts. Mr. Davern will connect with Chris Jackson and introduce him
488 to Councilor Haas so that Councilor Haas can have a "soft touch" with him. Councilor Haas
489 asked if anyone else had any action items. Mr. Schoefmann urged attendance at the bike ride.

490

491 Chair Jackson suggested touching base again on what they want to say to MSFI since she
492 believed there would be another meeting before the MSFI meeting.

493

494 Given the time, Chair Jackson suggested tabling agenda item nine. All were in agreement.

495

496 9) **More Time**

497 **A) Public Arts and The Trails**

498 **B) BPPAC Website**

499

500 **10) Adjournment**

501

502 There being no further business, Chair Jackson adjourned the meeting at 9:29 AM.

503

504 Respectfully submitted by,

505 Amanda Trask, Minute Taker

506

507 Reviewed and edited by,

508 Will Schoefmann, GIS Coordinator

509 Community Development/KGIS

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 September. Updated Count forms and map distributed.
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. Report out from Steering Committee in September.
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

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. Andy Bohannon meeting with Dr. Russell and Councilor Haas to take first pass at locations to bring to BPPAC for September/October.
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. In permitting and approvals stage. Hopeful of Construction Advertisement by March 2025.
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 - Swanzezy 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 Swanzezy Factory Road to create a safe overpass for trail users and creating continuity of the Cheshire Rail Trail towards the Swanzezy Town line.
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/Swanzezy Factory Rd.

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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
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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.



DOWNTOWN BIKE RACK VOLUME COUNTING SHEET

INSTRUCTIONS

Please fill out the form using the accompanying map to locate the downtown bike racks. Simply count the number of bikes parked at the rack and make any observations. Observations may include (bikes that look abandoned etc.) Also, please note if a rack is not there.

Alternatively use this link to log an entry: <https://forms.gle/sXHy4EwfswoATioG6>

COUNTER NAME:

WEATHER:

DATE:

TIMES (FROM-TO):

Rack 1 Head of Central Square (UCC Church)

Rack 2 City Hall (in front of City Hall)

Rack 3 Railroad Square (near trash/recycling next to Local Burger)

Rack 4 Flowers/Edward Jones (East Side of Main Street between Cypress St and Eagle Ct)

Rack 5 Dunbar Street/Main Street (In front of Cumberland Farms at Crosswalk)

Rack 6 Davis Street/Main Street (West side of Main Street in front of former Cobble Stone Bar lot)

Rack 7 Cheshire Rail Trail (Behind the Corner News along Cheshire Rail Trail)

Rack 8 Lamson Street/Main Street (Meter Hitch in front of Subway/Eat More Cake)

Rack 9 Citizen's Bank (West Side of Main Street in front of Citizen's Bank)

Rack 10 Miranda's (2x Meter Hitches on West side of Main Street before West Street)

Rack 11 West Street/Central Square (In front of Chamber of Commerce)

Rack 12 Winter Street/Central Square (Single U rack ground mounted after pour house patio seating)

