



MUNICIPAL SERVICES, FACILITIES AND INFRASTRUCTURE COMMITTEE
Council Chambers B, Keene City Hall
December 18, 2024
6:00 PM

A. AGENDA ITEMS

1. Relating to Keene Roadway Safety Action Plan of 2025
Resolution R-2024-44
2. Recommendations Regarding Invasive Species Education and
Management - Conservation Commission
3. Tim Pipp/Beeze Tees Screen Printing - Proposal to Add the Necessary
Infrastructure to Accommodate Banners Across Main Street
4. Heritage Commission - Design Details in the Downtown Infrastructure
Project
5. Approval of Final Design Details for Downtown Infrastructure Project
(excludes approved roadway, sidewalk, and bike Lane physical layouts)
6. Request for a Marked Crosswalk at the Intersection of West Street and
Pearl Street
7. Proposal for a Stop Sign at Intersection of Jennison Street and Foster
Street

B. MORE TIME ITEMS

NON PUBLIC SESSION

ADJOURNMENT



CITY OF KEENE NEW HAMPSHIRE

Meeting Date: December 18, 2024
To: Municipal Services, Facilities and Infrastructure Committee
From: Donald Lussier, Public Works Director
Through: Elizabeth Dragon, City Manager
Subject: **Relating to Keene Roadway Safety Action Plan of 2025
Resolution R-2024-44**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the City Council adopt Resolution R-2024-44, relating to the Keene Roadway Safety Action Plan of 2025.

Attachments:

1. Keene Roadway Safety Action Plan (Executive Summary)
2. R-2024-44 Relating to the Keene Roadway Safety Action Plan of 2025_corrected

Background:

In November 2023, the City entered into a grant agreement with the Federal Highway Administration for the development of a comprehensive Roadway Safety Action Plan. VHB, Inc was awarded the City's contract for developing the plan. Over the last 7 months, VHB has collected and analyzed NH Department of Safety crash reports for our road network. They have also conducted safety-related surveys and held numerous meetings with key stakeholders and the public. This process was guided by input from the Mayor's ad-hoc Roadway Safety Plan Committee (RSPC). The RSPC was charged with making a recommendation to the Council for the adoption of the plan and setting of safety performance goals.

On November 25, 2024, the RSPC voted unanimously to refer the draft "Keene Roadway Safety Action Plan of 2025" to the City Council with their recommendation that it be adopted by Resolution.

The plan sets out a goal of reducing the number of fatal and serious accidents on Keene's roadways 50% by 2035 and achieving zero such fatalities and serious accidents by 2045. In order to achieve this ambitious goal, the plan recommends a number of strategies the City can implement as well as approximately 200 location specific actions that we can take as opportunities present themselves. Public Works expects that this plan will be used as a valuable reference for the next decade. It will support our efforts to obtain grant funding and it will likely lead to proposals for Capital Improvement Plan projects.

Staff from VHB will present a summary of the plan and discuss how the plan can be used to drive safety improvements in the years to come.



CITY OF KEENE
NEW HAMPSHIRE

KEENE ROADWAY SAFETY
ACTION PLAN
2025

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ACKNOWLEDGMENTS

This roadway safety action plan would not have been possible without the participation, support and guidance of the following individuals and groups:

MAYOR & KEENE CITY COUNCIL

- » Mayor Jay Kahn
- » Jacob R. Favolise (Ward 1)
- » Kris E. Roberts (Ward 1)
- » Mitchell H. Greenwald (Ward 2)
- » Robert C. Williams (Ward 2)
- » Andrew M. Madison (Ward 3)
- » Bryan J. Lake (Ward 3)
- » Catherine I. Workman (Ward 4)
- » Laura E. Tobin (Ward 4)
- » Philip M. Jones (Ward 5)
- » Thomas F. Powers (Ward 5)
- » Bettina A. Chadbourne (At-Large)
- » Edward J. Haas (At-Large)
- » Kate M. Bosley (At-Large)
- » Michael J. Remy (At-Large)
- » Randy L. Filiault (At-Large)

ROADWAY SAFETY PLAN COMMITTEE

- » J.B. Mack, Chair, Assistant Director, Southwest Region Planning Commission
- » Laura Tobin, Vice Chair, Keene City Councilor
- » Autumn DelaCroix, City's Bicycle/Pedestrian Path Advisory Committee (BPPAC)
- » Debbie Bowie, Truth Reconciliation and Equity Collaborative
- » Elizabeth Dragon, Keene City Manager
- » Erin Roark, Elementary School Teacher, Keene
- » Frank Linnenbringer, Assistant District Engineer, NHDOT District 4
- » Fred Roberge, Governor's Commission on Disabilities
- » Ockle Johnson, Professor Emeritus, Keene State College (KSC)
- » William Lambert, State Highway Safety Administrator, NHDOT

TECHNICAL ADVISORY COMMITTEE

- » Amanda Palmeira, Assistant City Attorney, City of Keene
- » Andrew Bohannon, Deputy City Manager, City of Keene
- » Benjamin Nugent, Lieutenant Benjamin Nugent, Keene Police Department
- » Brett Rusnock, Infrastructure Project Manager, City of Keene
- » Don Lussier, Public Works Director, City of Keene
- » Mari Brunner, Senior Planner, City of Keene
- » Rebecca Landry, Deputy City Manager, City of Keene
- » Will Schoefmann, GIS Technician, City of Keene

STAKEHOLDER AGENCIES

- » Antioch University
- » Bicycle/Pedestrian Path Advisory Committee
- » Cheshire Medical Center
- » Federal Highway Administration
- » First Student, Inc.
- » Harbor Care
- » Home Healthcare Hospice & Community Services
- » Ice Medical
- » Keene Community Ice Arena
- » Keene Housing Authority
- » Keene State College
- » Monadnock Regional Child Advocacy Center
- » New Hampshire Department of Safety
- » People's Linen
- » River Valley Community College
- » School Administrative Unit 29 (SAU 29)
- » Southwestern Community Services

In addition to those mentioned above, the City of Keene extends its gratitude to the survey participants who shared their thoughts and feedback. Your input was valuable to the creation of this plan.



CITY COUNCIL ADOPTION RESOLUTION

[Insert City Council adoption resolution]

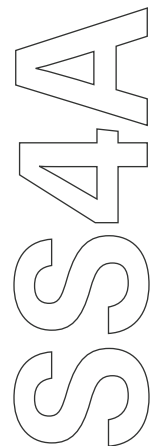
EXECUTIVE SUMMARY

The City of Keene is committed to achieving zero roadway fatalities and serious injuries by 2045. In support of this vision, the City worked with elected officials, key stakeholders, and the broader community to develop a detailed Roadway Safety Action Plan aimed at significantly enhancing transportation safety.

This plan effectively employs a Safe System Approach, recognizing the inevitability of human errors and designing safety measures accordingly to minimize the impact of crashes on human life. A proactive and shared responsibility among multiple community stakeholders underscores the core philosophy of the Safe System framework. For the sake of this plan, "roadway safety" is defined relatively broadly to include people who drive motor vehicles, ride bicycles, walk, use wheelchairs or other mobility devices, and those who use emerging "micromobility" devices such as small-scale standing e-scooters. It extends to the entire space within the public right of way, not just the paved roadway, and includes sidewalks, curb ramps, and intersections of multiple roadways and intersections of multi-use paths and roadways.

Keene's Roadway Safety Action Plan is purposefully aligned with the New Hampshire Department of Transportation's (NH DOT) 2022-2026 Strategic Highway Safety Plan (SHSP), which emphasizes safety investments and adopts the Safe System Approach to minimize crash impacts. This comprehensive five-year state plan prioritizes safety by addressing specific crash factors and informs both infrastructure and non-infrastructure projects funded through federal programs.

Keene's Roadway Safety Action Plan builds on existing city plans such as the Keene Comprehensive Master Plan and the Complete Streets Policy. It underscores community engagement and collaboration to ensure safety is embedded in all projects and policies, with the ambitious goal of achieving zero roadway fatalities and serious injuries by 2045. By aligning with city and regional initiatives, the Roadway Safety Action Plan creates a strong framework for development, transportation safety, and community collaboration to enhance safety and foster a connected community.



The Safe Streets for All (SS4A) Safety Action Plan, an important initiative by the U.S. Department of Transportation (USDOT), **seeks to significantly reduce or eliminate roadway fatalities and serious injuries**. This SS4A grant program, established through the Bipartisan Infrastructure Law (BIL), allocates a total of **\$5 billion in appropriated funds over 5 years** (2022 to 2026).

THE SAFE SYSTEM APPROACH

At the heart of Keene’s Roadway Safety Action Plan are several key objectives geared towards strengthening the City’s road safety framework. **The primary objective is to prevent crashes** that result in fatalities and serious injuries, thereby saving lives and improving the overall transportation experience for Keene’s residents. Integrating the Safe System framework into all facets of transportation planning and design is another critical objective, ensuring that safety considerations are embedded in every relevant project and policy. Additionally, the plan aims to engage community partners and the public to foster a collective culture of safety. By actively involving community members and other partners in developing and implementing safety strategies, Keene hopes to cultivate a more inclusive and effective safety ecosystem.



THE PLANNING PROCESS

The plan's development involved several integral components, beginning with initial planning. This phase was marked by the engagement of local leadership, a review of statewide roadway safety initiatives, and the adoption of the Safe System Approach. Two guiding committees—the Roadway Safety Plan Committee and the Technical Advisory Committee—were established and met monthly to discuss various plan facets, ensuring both technical and community perspectives were considered.

DATA COLLECTION

A rigorous data analysis phase followed, focusing on crash data trends from 2014 to 2022. This analysis revealed 4,561 crashes on public roads in Keene, with 12% resulting in fatal, serious, or minor injuries. The majority (68%) of these crashes occurred at intersections, and 56% of crashes involving motorcycles and mopeds resulted in serious injuries or fatalities. These insights were essential in identifying key areas for improvements. The project team also reviewed current plans and policies relevant to roadway safety in Keene. The review included the Keene Comprehensive Master Plan, the Complete Streets Policy and Design Standards, and the current design for the Downtown Infrastructure Project.

COMMUNITY ENGAGEMENT

Community engagement played a pivotal role in the plan's development. Public input was gathered through a multi-layered approach, including the creation of a project web page, an online survey, and a public input map. In addition, a series of meetings were held with the project Roadway Safety Plan Committee (RSPC), the Technical Advisory Committee (TAC), key stakeholders, and the general public. Specifically, two public meetings were held: one in West Keene at Keene High School and the other in East Keene at the Keene Ice Arena, which is within walking distance of downtown. These engagements were particularly critical, allowing the project team to understand resident needs at a fine-grain level, especially from those with disabilities, parents of young children, and those without access to a private vehicle. To facilitate attendance by vulnerable road users and those without access to transportation, the City arranged for complimentary shuttle service for the public meetings.

Stakeholder meetings were conducted with groups such as the Bicycle/Pedestrian Path Advisory Committee, social service agencies, and local colleges, among others. Feedback from these sessions directly informed recommendations related to enhanced crosswalks, elimination of sidewalk gaps, improved intersection safety, better access to public transit, and the need for bicycle facilities. Public meetings further allowed residents to interact directly with City staff and consultants, providing feedback through post-it notes and map mark-ups to identify areas requiring pedestrian access, safer crossings, and improved bicyclist conditions.

An online survey, available from March 1, 2024 to early May 2024, collected responses from over 500 community members. Participants highlighted main safety concerns through over 1,800 markers and 743 individual comments on an interactive map. The survey and map feedback focused on motor vehicle safety, pedestrian and bicycle safety, and general infrastructure improvements such as better lighting and traffic signal revisions.

"Main Street has a lot of great crosswalks but it's still scary to cross because of all the lanes of traffic. I'd like to see less lanes of traffic or at least blinking pedestrian crossing lights. I walk around Keene but I would never let my kids" - RSAP Survey Respondent



OUTLINING STRATEGIES AND ACTIONS

Based on the data analysis and community input, the plan outlines specific strategies and actions to address the identified safety concerns. These include:



**Improve safety
for non-motorized
road users**



**Enhance lighting
and signage**



**Reduced conflicts
at intersections**



**Speed
management**



**Policies, programs
and education**

Targeted interventions are proposed for high-risk locations, along with policy improvements to mitigate the severity of crashes. Project recommendations focus on enhancing intersections, ensuring safety for vulnerable road users, and promoting safe driving practices in line with Safe System principles.

To support the implementation of these strategies and project recommendations, the plan identifies additional resources and opportunities. This comprehensive and multidisciplinary effort underscores the commitment of Keene's leadership and community towards achieving roadway safety for all users.

As a living document, the Roadway Safety Action Plan will be continually updated and refined as new data, projects, and technologies become available. This iterative process not only keeps the plan responsive to emerging trends and innovations but also ensures that new insights and community feedback are continuously integrated. By doing so, the plan remains dynamic, adapting to evolving safety challenges and opportunities to better achieve the goal of zero roadway fatalities and serious injuries by 2045.

Additionally, a "Care and Maintenance" guide has been included in the action plan within the appendices section to assist the City staff in maintaining and updating the Plan.

In conclusion, the City of Keene is dedicated to fostering a safer transportation environment and addressing critical areas of roadway safety through this thoroughly designed action plan. By deploying the outlined strategies and harnessing community collaboration, Keene is poised to make significant strides toward its goal of working toward zero roadway fatalities and serious injuries by 2045.



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Four

A RESOLUTION Relating to the Keene Roadway Safety Action Plan of 2025

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

WHEREAS: The City received a grant from the Federal Highway Administration funding the creation of a comprehensive roadway Safety Action Plan; and

WHEREAS: On December 7TH, 2023, the Mayor appointed the ad-hoc Roadway Safety Plan Committee and charged the Committee with overseeing the development of the Plan and making a recommendation to the City Council with respect to adoption; and

WHEREAS: The Committee conducted seven public meetings between January and November of 2024, and participated in numerous meetings with community stakeholders; and

WHEREAS: On November 25, 2024, the Committee voted unanimously to refer the draft “Keene Roadway Safety Action Plan of 2025” to the City Council with a recommendation to adopt by resolution; and

WHEREAS: The Plan establishes a goal of reducing roadway fatalities and serious injuries by 50% by 2035 and achieving zero fatalities and serious injuries by 2045.

NOW THEREFORE BE IT RESOLVED that the Keene City Council hereby adopts the Keene Roadway Safety Action Plan of 2025 and directs the City Manager to incorporate the recommended strategies into City transportation projects as opportunities allow.

Jay V. Kahn, Mayor

Mayor Kahn and City Councilors,

Keene's Conservation Commission would like to bring a matter of great, long-term importance to your attention.

As the climate warms and pressures on native vegetation increase, we are seeing a drastic increase in the abundance of invasive species. These species, such as Norway Maples, Japanese Knotweed, and Glossy Buckthorn, to name just a few, are outcompeting native species and are increasingly dominating local ecosystems. Invasive species generally have few or no local ecological checks in the region they are dominating and, given enough time, will eventually push native vegetation, insect, and wildlife populations to local and even, in some cases, total extinction. Many invasive species, particularly Japanese Knotweed, can and do cause significant infrastructure damage. Finally, a number of invasive species known to be in the region, such as wild chervil and parsnip, are quite harmful to humans, with the potential to cause second-degree burns and rashes.

That's the bad news. The good news is that if we, as a city, commit to working together toward a solution, then we can save much of the native vegetation (and the wildlife that depends on it) that makes Keene the wonderful place we all know and love. The Conservation Commission would like to urge the City Council to act with urgency to combat this growing problem. Below, we have included a number of recommendations, and as always, we stand ready to assist the city in any way possible.

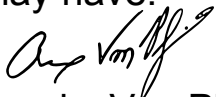
Recommendations:

1. The city should have a single point of contact (POC) for invasive species control, an Invasive Species Warden if you will. Having a POC will alleviate much of the frustration that we are seeing with regard to dealing with invasive species on public property. We understand that this is a potentially big job and may require additional resources to implement; however, we feel that a consistent and available POC is worth it.
2. The city should educate and enlist the public. Keene has a vast number of gardeners and horticulturists (and would-be gardeners and horticulturists) who will be a great asset in the fight against invasive species. The problem they run into is that frequently they

are unsure about if/when/where they are allowed to help. If we can create a single, simple set of guidelines and then, for lack of a better word, deputize people to act we can greatly reduce the resources necessary to address the problem.

3. Any contract involving city land should call for the use of native species and the requirement that any invasive species that contractors/employees come in contact with should be removed.
4. We should plan and implement an education program for **both** staff and volunteers. The difference this can make cannot be overstated. Teaching people how and when to attack particular invasive species is the ounce of prevention that can save us the pound of cure.

We appreciate that dealing with invasive species is a big undertaking, but we believe that it is not only worth doing now but it will also only get more expensive to deal with later. Thank you for your time, and please feel free to contact us with any questions, suggestions, or concerns you may have.



Sparky Von Plinsky
Chair, Keene Conservation Commission

Proposal for Installation of Light Poles for Downtown Banner Display

To: Keene City Council

From: Tim Pipp

Date: 10/8/24

Subject: Proposal for Installation of Light Poles for Banners on Main Street

Overview:

As Keene prepares for the upcoming construction in our downtown area, now more than ever, our downtown business community feels it's vital to maintain a welcoming and vibrant atmosphere for both residents and visitors. To enhance the charm of our downtown, we are proposing the installation of two taller light poles to replace the poles currently there with cables to hold a banner across Main Street. The banner will serve to welcome people and new visitors to our beautiful downtown area and promote upcoming community events.

Proposed Location:

The two replacement light poles would be strategically placed at the following locations:

- **In front of Ted's Shoe and Sport**
- **In front of The Works Café on Main Street**

This location is ideal as it is a high-traffic area in the heart of our downtown and will ensure maximum visibility for both pedestrians and motorists heading towards downtown. The poles would be on city property which will allow the city to maintain them rather than private businesses.

Purpose of the Banner:

The banner will primarily be used to:

- Welcome visitors and residents to downtown Keene.
- Promote events, such as local festivals, community gatherings, and city-wide activities.
- Serve as a visual cue that our downtown remains open and accessible during the upcoming construction, helping to alleviate concerns about accessibility.

Benefits to the Community:

1. **Enhanced Downtown Aesthetics:** The banner will add a festive and welcoming touch to Main Street, reinforcing the sense of community and pride in our downtown area.
2. **Promotion of Events:** This highly visible banner will be an effective way to keep residents and visitors informed of upcoming events, driving attendance and increasing foot traffic to local businesses.

3. **Support During Construction:** With the construction slated to begin downtown, having a banner to welcome people will show that downtown is open for business. It will help mitigate concerns about accessibility and encourage ongoing engagement with our local shops, restaurants, and services.
4. **Positive Community Spirit:** By investing in a simple yet impactful project, the City of Keene can demonstrate its commitment to supporting locally owned businesses and community events, fostering a positive and inviting environment even during periods of construction.

Design and Installation:

The proposed light poles will be designed to complement the existing downtown infrastructure, ensuring they blend aesthetically with the current street design. The cables will be securely attached between the two poles to hold banners that can be easily changed out depending on the season or event.

I propose the poles be approx. 22ft tall to accommodate a banner 70ft long by 4 feet high. The banner would be 18ft from the street.

I suggest we use the existing location of the light poles directly in front the The Works and Teds. A new, taller light pole could replace the existing poles and have 3 purposes, a light pole, a pole to hold the existing side banners/directional signage, and on top, a spot for the new banner which would span across the street. The existing poles are approx.. 75 feet apart.



Proposed location of new poles to replace old light poles.

Conclusion:

Installing these two light poles for banners across Main Street will be a low-cost, high-impact project that reinforces Keene's commitment to fostering a welcoming downtown atmosphere. We believe this project will play a key role in maintaining the vibrancy of our city during construction and beyond.

As you may or may not know, I have a second store in Manchester, NH and have countless encounters with customers who notice the banner across Main Street and ask about upcoming events on an almost daily basis, because they see the banner. We know it works.

We kindly ask for your consideration of this proposal and are happy to answer any questions or provide additional information.

Thank you for your time and attention to this matter.

Sincerely,



Tim Pipp

tpipp@beezetees.com





ITEM #A.4.

CITY OF KEENE NEW HAMPSHIRE

Meeting Date: December 18, 2024

To: Municipal Services, Facilities and Infrastructure Committee

From: Cauley Powell
Heritage Commission Chair

Through: Patricia Little, City Clerk

Subject: **Heritage Commission - Design Details in the Downtown Infrastructure Project**

Recommendation:

Attachments:

1. Heritage Commission

Background:

The Heritage Commission has submitted recommendations regarding various design elements into be included in the downtown infrastructure project. Included in their letter are recommendations for historical design elements and a cohesive approach that develops a "character" to Keene's downtown. The Commission also supported using local elements in the design, robust plantings in various public spaces, warm lighting as opposed to cool lighting and dedicated space for public art. The Commission also indicated its support for adding safety components to the design - particularly for pedestrians.

December 16, 2024

City Council
City Hall
3 Washington Street
Keene, NH 03431

Dear Members of the MSFI Sub-Committee,

My name is Cauley Powell. I'm a thirteen-year resident of Keene and the chair of Keene's Heritage Commission, a body on which I've served for six years. My outreach today is on behalf of the Heritage Commission regarding design elements for the Downtown Infrastructure Improvement and Reconstruction Project. The Commission has a collection of recommendations that we would like to share with MSFI for consideration.

To begin, we are grateful for the attention that has been paid to the historic character of our downtown throughout this process. As has previously been shared in feedback to City Council, the Commission sees Central Square as a symbolic space. Central Square hosts the community, and it remains, over time, the heart of Keene. Main Street is the city's front door and entryway. These parts of our city should continue to reflect our pride in our past, and we can challenge ourselves to also make them reflect our vision for the future. It should be clear to all those traveling up or down Main Street and looking to Central Square that we care about our community and its appearance, that in Keene the past is an important part of the present, and that the needs and interests of residents are reflected in the design and function of our common areas.

With that in mind, the Heritage Commission would advise the following with regard to design elements for the Downtown Infrastructure Improvement and Reconstruction Project:

- The Commission strongly prefers a classic, historical feeling in design elements. Pursuing such an aesthetic would largely involve maintaining compatibility with the features that are already in place, such as the oiled bronze street lamps that line the roads and pedestrian areas, and the wooden benches that can be found seasonally along our sidewalks. Other elements, such as trash receptacles, ballards, and hydrants, can be selected to match current components and build upon the timelessness they evoke.
- The Commission strongly believes in having a single, cohesive approach throughout the new corridor. By sticking to one aesthetic, we can build a consistency across our community spaces and further develop a "character" to our downtown. When residents and visitors travel from the top of Central Square down to the newly reworked Railroad Square, the two spaces should feel linked.
- The Commission is appreciative of the commitment to using local elements in the design, such as the granite that has driven much of the industry in our region, and the interest in celebrating Keene's history with the railroad. We are enthusiastic about granite elements as well as seeing a design element in Railroad Square that harkens back to the rail beds that formerly ran through the

area. We suggest you consider steel train rails embedded in the pavers rather than a painted or paver based options for that nod to our past.

- The Commission would like consistency within the community to be at the core of the design of the new archways being added over the rail trail near Railroad Street and Gilbo Avenue. As such, we encourage you to match the Ashuelot River Park archway design, including a choice of materials that will match the Ashuelot arch as they weather.
- The Commission would like to praise the work of our city landscapers and suggest that we continue the tradition of robust plantings in our public spaces. If there are opportunities for larger raised beds, perhaps in the Gilbo Avenue area, the Commission is curious about urban agriculture and the possibility of incorporating food elements into the design which can be harvested and shared with the Community Kitchen or other local resources. Such a choice would be a value statement about how Keene actively supports those in need, a culture we would be proud to further develop and pass on to future generations.
- The Commission would like to see a warmer, yellow light in new lighting elements as opposed to cool white or blue light.
- The Commission has been told that there is a possibility of a permanent Christmas tree being installed at Central Square. We would be opposed to this.
- The Commission is interested in adding safety components, particularly for pedestrians, so that the new corridor can be navigated and enjoyed with ease. Crossing the road should not feel treacherous, and added visibility components can help avoid that outcome without taking away from the historic character of downtown.
- The Commission has been told that many of the newly designed spaces may present opportunities for public art. Where appropriate, the Commission suggests consideration of unused themes from the development of the Walldogs murals for use in these areas.

In its advisory capacity, the Heritage Commission is eager to help the city honor the historic character of Keene. We realize that many of these design choices will be ongoing beyond just the reconstruction phase of the project, and we look forward to continued collaboration as you make decisions about the maintenance and appearance of our community. Thank you for giving us the opportunity to share our input on your important deliberations.

Sincerely,


Cauley Powell
Chair, Keene Heritage Commission



CITY OF KEENE NEW HAMPSHIRE

Meeting Date: December 18, 2024
To: Municipal Services, Facilities and Infrastructure Committee
From: Donald Lussier, Public Works Director
Through: Elizabeth Dragon, City Manager
Subject: **Approval of Final Design Details for Downtown Infrastructure Project
(excludes approved roadway, sidewalk, and bike Lane physical layouts)**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the City Council Approve the Final Design for the Downtown Infrastructure Project, and that the City Manager be authorized to do all things necessary to implement the project with the street furnishing, materials and design preferences discussed.

Attachments:

None

Background:

On July 18, 2024, the City Council approved a Preliminary Design plan for the upcoming Downtown Infrastructure project. Since that time, the City's consultant has completed the Preliminary Design report and begun the development of final contract plans and specifications. Additional subsurface utility investigations have been completed in order to confirm the precise location and elevation of potentially conflicting infrastructure. Geotechnical borings required for the design of pavement and traffic signal bases have also been completed.

Although the Preliminary Design phase determined the major elements and features that will be included in the project, there are some material and aesthetic choices that need to be made for the final design. The consultant will review a number of design elements and provide options for the Committee's consideration.

Following the discussion of material choices, City staff will provide an update on elements of the Project Communication Plan.



CITY OF KEENE NEW HAMPSHIRE

Meeting Date: December 18, 2024
To: Municipal Services, Facilities and Infrastructure Committee
From: Donald Lussier, Public Works Director
Through: Elizabeth Dragon, City Manager
Subject: **Request for a Marked Crosswalk at the Intersection of West Street and Pearl Street**

Recommendation:

Move that the Municipal Facilities, Services & Infrastructure Committee recommend that the City Manager be authorized to install a marked crosswalk and pedestrian beacons on West Street, at the intersection of Pearl Street.

Attachments:

None

Background:

On October 30, 2024, the Public Works Department received an anonymous request through our [See-Click-Fix](#) reporting system for a mid-block crosswalk across West Street at the Intersection with Pearl Street. Public Works generally advises against adding mid-block crossings. Drivers do not expect to encounter pedestrians at these locations, and they tend to result in poor driver yield rates. However, after careful review by the Engineering Division, we believe a mid-block crossing is appropriate at this location.

The Manual on Uniform Traffic Control Devices (MUTCD) provides guidance on criteria to consider before installing a marked crosswalk at an uncontrolled approach (e.g., mid-block crossing). They include factors such as the number of lanes to be crossed, the presence of a median where pedestrians can take refuge before continuing across, distance to adjacent marked crosswalks, traffic volumes, and pedestrian volumes. At this location, pedestrians are required to cross four lanes of traffic with no median. This results in extended crossing times, particularly for individuals with limited mobility. The closest existing crosswalks are at plaza entrances, approximately 800 feet to the west, and Island Street, approximately 1,100 feet to the east. Traffic volume on West Street is over 19,000 vehicles per day during the workweek (according to NHDOT traffic counts in 2023). Although we have no reliable pedestrian crossing data, this location would seem to be a logical desire line for pedestrian traffic from the residential neighborhood around Pearl Street to connect with the commercial amenities on the north side of West Street.

The MUTCD also recommends consideration of crosswalk enhancements (e.g, curb extensions, raised medians, pedestrian beacons, etc.) where *"The roadway has four or more lanes of travel without a raised median or pedestrian refuge island and an ADT of 12,000 vehicles per day or*

greater" West Street at this location significantly exceeds that threshold and Public Works recommends installation of a pedestrian active Rectangular, Rapidly Flashing Beacon (RRFB). We have obtained a quote for the equipment of approximately \$7,500. If the Council agrees with the recommended crosswalk, Public Works will submit a request for funding through the Finance, Organization and Personnel Committee.

It should be noted that this crosswalk is also listed as a specific safety improvement project in the [Draft Keene Roadway Safety Action Plan](#) of 2025.



CITY OF KEENE NEW HAMPSHIRE

Meeting Date: December 18, 2024

To: Municipal Services, Facilities and Infrastructure Committee

From: Bryan Ruoff, City Engineer

Through: Donald Lussier, Public Works Director
Elizabeth Dragon, City Manager

Subject: **Proposal for a Stop Sign at Intersection of Jennison Street and Foster Street**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the City Manager be directed to draft an Ordinance adding a stop sign at the northernmost end of Jennison Street at its intersection with Foster Street.

Attachments:

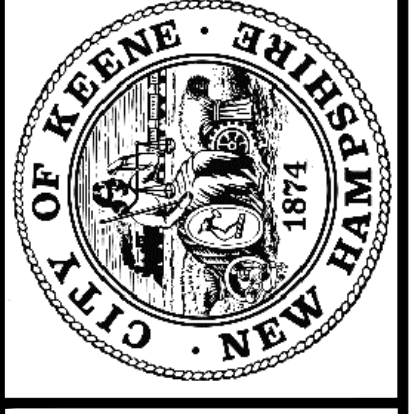
1. Foster Street_Attachment

Background:

A request was received from the public to add a stop sign at the northern end of Jennison Street at its intersection with Foster Street because of the limited line of sight along Foster Street. The City has adopted the Federal "Manual on Uniform Traffic Control Devices" as our standard for signs and traffic controls. Based on the Engineering Divisions review of this location, Jennison Street at this location meets the criteria for a stop sign in conformance with MUTCD section 2B.04-09B due to the obscured line of sight at this intersection looking west toward east-bound Foster Street traffic.



REVISIONS	
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INTERSECTION PLAN
JENNISON STREET & FOSTER STREET
CITY OF KEENE, NEW HAMPSHIRE

CITY OF KEENE
 NEW HAMPSHIRE
 ENGINEERING DEPARTMENT
 Drawn by: LJD
 Designed by: N/A
 Checked by: Bryan M. Ruoff P.E., City Engineer
 December 10, 2024 SCALE: 1" = 20'

**EXISTING
 CONDITIONS**

**SHEET
 01** OF 01