

City of Keene
New Hampshire

BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, March 12, 2025

8:15 AM

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

Members Present:

Samantha Jackson, Chair
Rowland Russell, Vice Chair
Dwight Fischer
Michael Davern
Councilor Edward Haas
Autumn DelaCroix (remote)
Jan Manwaring
Charles Redfern, Alternate (remote)
Diana Duffy, Alternate

Staff Present:

William Schoefmann, GIS Coordinator
Bryan Ruoff, City Engineer
Carrah Fisk-Hennessey, Parks & Recreation
Director

Members Not Present:

All Present

1) Call to Order, Roll Call and Welcome

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

Guests present: Andy Holte, Keene Resident, & Stephen Seraichick, Keene Resident.

2) Election of Chair and Vice Chair

Chair Jackson welcomed nominations for Chair. Dr. Rowland Russell nominated Ms. Sam Jackson to continue as Chair. Councilor Ed Haas seconded the nomination. Ms. Jackson accepted the nomination, and with all in favor, the nomination was approved.

Chair Jackson welcomed nominations for Vice Chair. Mrs. Jan Manwaring nominated Dr. Russell, which Councilor Haas seconded. Dr. Russell reluctantly accepted, citing his full plate as reasoning. Chair Jackson offered to handle it similarly to last year. With no discussion and unanimous approval, the nomination was approved.

3) January 8, 2025, Minutes

Mr. Fischer highlighted that his name was misspelled in the members list and throughout the minutes, noting that his name was spelled with a “c.” Dr. Russell moved to accept the minutes from January 8, 2025 with this correction. Chair Jackson seconded the motion. With all in favor, the minutes from January 8, 2025, were approved as amended.

4) Safety and Outreach

A) Plan Discussion and Budget Requests

Councilor Haas shared that he is still playing with the table that he circulated. He did not receive any additional updates or corrections. He did not know where to put the budget, but said he was ready to accept it.

Mr. Schoefmann asked Councilor Haas to send that to him for distribution. Councilor Haas shared that he spoke with John Byrnes at Norm's Ski & Bike Shop to check in and see if there were/are any concerns, ideas, or opportunities for broader community engagement. John mentioned a significant decline in sales of road-focused products, prompting a shift in his business model toward gravel and off-road options.

Councilor Haas shared that Ms. Diana Duffy will maintain communication with the league and provide materials. However, the Committee must determine how best to distribute and display them, including posting them on the website. Councilor Haas also emphasized establishing official connections with other concerned groups during outreach.

Dr. Russell suggested that bicycle references in Committee discussions or materials should include pedestrians to ensure comprehensive representation. Mentions of cycling should also include walking.

Ms. Diana Duffy and Mr. Bryan Ruoff joined the meeting. Mr. Dwight Fischer asked for clarification, wondering if, while acknowledging the changing bike market, there was an identified opportunity for gravel riders.

Councilor Haas clarified that the conversation was simply an introduction to establish a relationship and offer support. They noted that once materials are distributed, they can follow up with John to place them at his shop. Additionally, they encouraged Committee members to connect with other groups to strengthen outreach efforts and expand community engagement.

Dr. Russell noted that Good Fortune has announced they are looking for a business to fill a space, presenting a potential opportunity. With the addition of protected bike lanes, a company that offers bike rentals, sales, repairs, and other multimodal transportation options could be a good fit. They wanted to bring this to the Committee's attention before sharing it via email and encouraging others to reach out to Good Fortune and Roger Weinreich with ideas for businesses that could fill the space.

Councilor Haas wanted to wrap up the safety section and urged anybody with other ideas or who wants to take on one of these groups to get it written down and, if it has a cost, to get an idea of the budget, as they will need to move very quickly. He welcomed questions, thoughts, and ideas.

Mr. Schoefmann noted that in a previous meeting, a desire to purchase a banner had been expressed. Councilor Haas explained that previous discussions concerned designing a logo banner that could be used at events. Dr. Russell asked if other Committees have logo branding. Mr. Schoefmann responded that there is no other Committee with logo branding. Given that, Dr. Russell urged the group to be thoughtful. Mr. Schoefmann added the City does have branding that should be used, but felt that having the support of a City councilor would help.

Councilor Haas felt that while they may face some questioning, it was still feasible to use appropriate City branding and the City design template, and he suggested they could lead the way. Dr. Russell agreed, suggesting leading with the City logo, then a catchphrase or headline representative of the BPPAC, followed by a to-be-determined BPPAC logo.

Chair Jackson offered to try and draft a few ideas, suggesting another alternative would be to prepare a little write-up of who they are and what they do and propose it to local schools to see what the kids can produce. Dr. Russell supported the idea, suggesting that some designs could be displayed at the table during the Earth Festival for community input. Dr. Russell agreed to reach out to the art teacher at Keene High School. Mrs. Carrah Fisk-Hennessey joined the meeting.

Mr. Redfern expressed concern about the timing, given the desire to have them for the Earth Festival. He recommended going to a commercial place like Beeze Tees or Gemgraphics and providing them with a concept. He noted that if the idea was to purchase the banner from them, the logo design might be included or at a minimal cost. Mr. Schoefmann stated that without a Committee budget, they would need to obtain a quote and prepare a budget to present and request funding. Councilor Haas indicated that he did not feel they were at that point yet.

Dr. Russell highlighted the need to create a budget and suggested using a generic City banner in the interim. He noted that the Energy & Climate Committee has discussed being present for the event and has encouraged the Master Plan group to have a table there. A generic banner would allow them more time to develop a budget or a donor and design a logo.

Mr. Schoefmann suggested introducing Mr. Seraichick, explaining that he had sent an inquiry about the historical signaling on a section of the Cheshire Rail Trail. Mr. Seraichick shared that he grew up in Keene when the railroads were still operational, recalling a specific train carrying cargo for the Budweiser plant in Merrimack in January 1969. He mentioned that this event was announced in the *Keene Evening Sentinel* and encouraged others to check out a book on the topic.

He also spoke about his interest in antique glass collecting, noting that Keene once had two glass factories, one near the Rec Center that produced window glass and another on Marlboro Street that made bottles. He highlighted that antique bottle collecting is among the top five collectibles in the country and shared that he is the current president of the Antique Bottle Club, which has been active since 1968 and is the oldest such club in the United States.

Mr. Seraichick emphasized that those familiar with antique glass recognize the significance of Keene Glass. He mentioned that Norm Heckler, a well-known antique dealer, is hosting an auction featuring three Keene-made bottles, with the highest bid reaching \$2,750.

He brought bottle samples to illustrate Keene's glassmaking history. He noted that while historical markers along the rail trail between Water Street and Eastern Avenue highlight various industries, they fail to mention Keene Glass. He pointed out that Keene Glass is significant enough to have an entire chapter dedicated to it in a book, unlike any other industry in the area. In 1831, one in six workers in Keene was employed in glass production, making its omission from the markers a significant oversight.

Passionate about history, he expressed disappointment that Keene Glass was not adequately recognized and suggested adding a historical sign to acknowledge its importance. He shared that his group, the Antique Bottle Club, has limited funds, as most of their \$5,000 budget goes toward their annual show and sale, leaving little financial capacity for such a project.

Councilor Haas acknowledged that funding for the sign wouldn't be a significant obstacle and suggested that money could likely be raised. While not speaking on behalf of the City, they encouraged Mr. Seraichick's group to propose a sign design, expressing support for the idea and emphasizing the community's appreciation for history.

Mr. Seraichick mentioned that Alan Rumrill, a member of their group and a collector of well-known Stoddard Glass, was surprised to learn that no historical sign recognized Keene Glass. However, due to his many commitments, he has not been able to act on the issue. He felt that either he or Mr. Rumrill could write something.

Dr. Russell, a board member of the Historical Society of Cheshire County, offered to collaborate on the project. They noted that while Alan has stepped down as Executive Director, he remains involved as a senior historian. Dr. Russell suggested that if a proposal outlining the project and the Historical Society's potential role is drafted, they could present it at a board meeting for consideration.

Mr. Schoefmann appreciated the presentation and emphasized informing and engaging key stakeholders. He suggested presenting the information to the Heritage Commission to gain their support, as both the Commission and the Committee advise the City Council. He also noted that working alongside the Historical Society would create a strong team to progress the project.

Mrs. Fisk-Hennessey acknowledged that while there is no Keene Glass sign on the rail trail, one near the recreation area honors the industry. She noted that people may have seen it, but its location is separate from the rail trail. Mr. Seraichick pointed out that the sign Mrs. Fisk-Hennessey mentions is for a different glass house.

Mr. Schoefmann suggested that once the proposal is more developed, with input from the Historical Society, it should be formally presented. He emphasized the importance of having the Committee and the Heritage Commission support the proposal to move it forward effectively.

Mr. Seraichick expressed frustration with the bureaucratic approval process, noting the multiple steps, people, and locations required. He questioned whether there could be a more straightforward way to move the project forward.

Mr. Schoefmann recommended formalizing the proposal and having both Committees endorse it before presenting it to the City Council for approval. Once approved, the responsibility to implement the project would typically shift to the Public Works or Parks & Recreation Departments.

Councilor Haas encouraged presenting a visual proposal for the sign, including its design and text, at future meetings. He reassured the Committee that while there may be administrative hurdles, those can be managed. Emphasizing the project's importance, he expressed confidence that there would be no opposition and that funding could likely be secured through fundraising or City support. The key first step is to formalize the idea.

Dr. Russell suggested that when meeting with the Heritage Commission, ensuring the proposed sign matches the design and construction of existing historical markers would be helpful. He emphasized that the primary focus should be on finalizing the text while identifying the company responsible for producing similar signs to maintain consistency.

The Committee thanked Mr. Seraichick for coming. Mr. Schoefmann offered to confirm whether the Heritage Commission had been canceled.

Mr. Seraichick shared that when he initially inquired about the historical marker, Councilor Bobby Williams directed him to a state group responsible for highway markers. After speaking with the head of the program, Amy Dixon, he learned that they do not handle rail trail markers, emphasizing that it would need to be pursued at the local level.

Mr. Redfern recalled that funding for the existing historical signs was included in a grant secured through the New Hampshire Department of Transportation using federal funds. The signage program was likely implemented by either Public Works or Andy Bohannon when he was with Parks and Recreation. He advised developing a presentation and contacting one of these entities to move the project forward.

B) Map Project Updates

Mr. Schoefmann presented a draft design on the screen, acknowledging that it might be challenging. He offered to distribute the final draft sent to print and noted that he could share it later, although he did not have the regional version. He mentioned that some challenging trails, as discussed by Mr. Fischer, were removed, and a few other adjustments were made. The updated design, incorporating feedback from the group, is expected to be available in bike shops and other locations by late April.

Dr. Russell urged having at least a laminated print-out for the table at the Earth Day Festival. Mr. Schoefmann noted that while the timing for completion is uncertain, the design is based on a similar map used at the Emerald Street and Ashuelot Rail Trail intersection. He mentioned that

Mr. Bohannon has been interested in simplifying it for wayfinding purposes and has collaborated with Mr. Schoefmann. The final version was completed late last week, and he plans to distribute it to the group for review.

Mr. Redfern noted that they expect to get them out around the second week of April in anticipation of increased demand. He added that the Visitors Center and Chamber of Commerce will also receive a significant allocation of these maps. To keep it a self-sustaining project, they will charge.

Councilor Haas asked if it was possible to get a large one for display. Mr. Schoefmann suggested he e-mail him this request. Chair Jackson added that a less expensive method might be to print it out in segments.

Committee members discussed the availability of multiple map formats, with Ms. Duffy asking if one could be plotted. Mr. Schoefmann acknowledged the idea but noted that the City-funded most of the design work. Mr. Fischer emphasized that many bicycle users rely on maps and suggested exploring ways to integrate the information into digital platforms like Google Maps, AllTrails, or Strava. Mr. Schoefmann agreed, recognizing that users have varying preferences for accessing map information.

Dr. Russell mentioned that Monadnock Outdoors worked with the Antioch Spatial Analysis Lab to create a map, and that group is currently discussing ways to expand and update it. He noted that the lab handled the plotting and is open to suggestions for improvement. Dr. Russell encouraged checking the Monadnock Outdoors website (<https://www.cheshireconservation.org/monadnock-outdoors>), which lists various walking trails, possibly including some of the trails under discussion.

Mr. Fischer mentioned the TrailLink app, which some groups already use to map and share trails. He noted that members who subscribe can record their rides, making them accessible to others. While the app encourages paid subscriptions, free features are still available. He suggested leveraging existing platforms rather than creating a new app, acknowledging that while some prefer physical maps, most increasingly use digital tools.

Mr. Davern pointed out that TrailForks is an app that already includes all the area's rail and mountain bike trails. He noted that users prefer different platforms, such as TrailForks or AllTrails, emphasizing that many mapping resources already exist.

Dr. Russell highlighted that Monadnock Outdoors is part of a regional campaign to encourage more outdoor activity in collaboration with the hospital. The platform is designed as a web-based resource where users can access information about hikes and rides to plan their excursions. They emphasized the importance of having multiple formats—apps, websites, and printed maps—to ensure accessibility for all users.

5) **Regular Project Updates**

Mr. Schoefmann covered several updates and action items. A document had recently been distributed, though there was some uncertainty about whether it had been included in the March packet. Bryan, Ruoff, the City Engineer, was present to review bike rack plans, which will be addressed shortly.

An update was provided on the Marlboro Street TAP Grant, with the bid opening on March 4th. The City is currently reviewing the bids for the project, which includes improvements to Marlboro Street and an extension of the Industrial Heritage Trail. It was noted that if a historic sign for Keene Glass is to be installed, it would make sense to integrate it into this project. The Committee discussed the need to gather feedback on preferred locations and vet those with the Department of Transportation (DOT).

There was also some discussion about the location of the former Keene Glass building on Marlboro Street. The group considered that historical records or books might provide the answer, and Mr. Schoefmann suggested following up with Mr. Seraichick for more details.

The final topic was an update on the banner for Bike Month. The Committee needs to update the banner and reserve space to display it. They discussed the possibility of reusing the existing banner by simply updating the dates. There was also a question about whether someone had the reservation form or if it needed to be submitted again.

Mr. Schoefmann, Councilor Haas, and Mrs. Manwaring discussed submitting the reservation form for the Bike Month banner. Mr. Schoefmann agreed to send it and copy others. They acknowledged that time was running out to secure a spot.

The conversation then shifted to placing a banner at the post office, but Mrs. Manwaring noted that they might not be able to get a spot, as she believed she had reserved one for the volunteer fair. They also mentioned waiting on confirmation for the Rec Center banner location. Councilor Haas said that last year, they had to switch between two spots, ending up in an area with limited visibility.

Mr. Schoefmann provided an update on sidewalk projects, noting that a list had been compiled and was included in recent packets. The projects are scheduled by year as part of the Capital Improvement Plan (CIP). This summer, work will take place on Denison, Gardner, and Willow Streets, while next year's projects will include Blake Street, Harrison Street, a section of Main Street, and Middle Street.

Mr. Ruoff shared that the City Council approved the sidewalk policy discussed in the last meeting, allowing sidewalks not included in the CIP to be replaced with concrete for improved walkability and accessibility. The City aims to upgrade about three miles of sidewalks per year, with material

costs being a significant factor in budgeting. Mr. Schoefmann said that sidewalk project details could be found in the February and March meeting packets and wrapped up his project updates.

Ms. Duffy asked about the Bike Friendly City application process and when the next submission would be required. There was some uncertainty about whether it would occur every three or four years. She expressed concern that the City barely achieved silver status last time, noting that several areas were lacking and that the subsequent evaluation would likely be more challenging.

She proposed reviewing the City's Bike Friendly City scoring at a future meeting, highlighting where they excel and where improvements are needed. Other members agreed that this would be valuable and noted that it could help inform the group's strategic plan, which has been a long-term discussion.

Mr. Schoefmann mentioned that the program provided a report card with feedback, though it was unclear if they still do. She offered to look through the materials provided by the League of American Bicyclists and follow up with the group. Members expressed appreciation for the effort and noted that Mr. Schoefmann could also be a resource for further insights.

6) Volunteer Opportunities

A) Earth Day Festival – April 26th from 12:00 PM to 4:00 PM

Mr. Schoefmann noted that materials should be available for the upcoming event, including a large-print map that was requested. Depending on delivery time, they may also have maps to distribute or at least be able to inform people where to find them. A pop-up display will also be needed, and Mr. Redfern or Mrs. Manwaring have some available.

Dr. Russell mentioned that the volunteer cleanup event typically held around that time should not be scheduled for Green Up Keene Saturday, as many members will be occupied with tabling, including Mr. Redfern for Pathways. Instead, he suggested holding the cleanup on Sunday, the following day. He, Mr. Redfern, and Scott Wilson from Pathways for Keene will coordinate to finalize the timing, which is usually noon on Sunday, and Dr. Russell will share details with participants once confirmed. Mr. Redfern added that they can always use volunteers.

Dr. Russell discussed the timing of the volunteer cleanup concerning Green Up Keene. They agreed that holding it on Sunday works well since full bags are usually not collected until Monday, making it convenient for weather-permitting cleanup efforts.

Members confirmed that Green Up Keene is happening, though official announcements have not been widely seen. Dr. Russell volunteered to sign up the group for participation and will submit the registration to Andrea Bixby from the Public Works Department, who coordinates the event on Monday. Public Works can be contacted for more details.

The discussion then shifted to broader Earth Festival participation. Several members are involved with different organizations that will be tabling at the event, and they emphasized encouraging strong community engagement to highlight the importance of environmental efforts in Keene. They noted that cleanup efforts can occur throughout the week, allowing different groups to contribute when available.

Mrs. Manwaring raised concern about ABC Disposal not recycling despite appearing to do so. She explained that while they bring two trucks around, all the collected materials ultimately go into the same truck, meaning recyclables are not correctly processed. She asked Mr. Lussier to investigate the issue after noticing a neighbor who had carefully sorted cans and bottles for recycling.

Ms. Delacroix added that she has observed a similar issue with Waste Management trucks. While it does not always happen, she has noticed that some of their trucks also combine recyclables with regular waste. She speculated that this could be due to staffing shortages or particular trucks not adequately equipped for recycling collection.

Dr. Russell asked Mrs. Manwaring to help remind him to bring it up at the following Energy & Climate Committee meeting. Mr. Ruoff shared that Mr. Duncan Watson from the Public Works Department is aware and working through that issue.

Chair Jackson mentioned a potential Earth Day initiative, hoping to coordinate with Pam Bys to organize brief community bike rides throughout the event. The idea would be to have participants ride down the Cheshire Rail Trail and back, encouraging more people to get on their bikes while engaging in the festival.

While no details or commitments had been made, Chair Jackson also considered extending activities into Friday night to create an entire engagement weekend. She mentioned her readiness to start riding, having biked through the winter. The discussion concluded with general agreement that an April ride should be feasible, as similar events had been held.

B) Yield Counts, Bike Rack Census, and Bicycle/Pedestrian Counts

Mr. Schoefmann and Dr. Russell discussed the importance of yield counts at key locations, noting that the group has not previously done this new type of data collection. They agreed it would be beneficial to start planning for this initiative as the weather improves, potentially beginning next month.

Mr. Schoefmann also touched on the West Street project, which is projected for 2027 at the earliest. Dr. Russell felt that collecting multiple years of data in advance could help inform the project. Mr. Schoefmann suggested adding the topic to a future agenda for a more structured discussion.

Additionally, Mr. Schoefmann discussed the Monadnock Regional Rail Trail Collaborative, which will soon have an open Keene representative position. The idea was that a Committee member

would be a good fit for this role. Mr. Redfern serves on the board, but represents multiple organizations, so another Keene-based representative would be beneficial.

Dr. Russell provided an overview of the Monadnock Regional Rail Trail Collaborative for newer members, explaining that the group focuses on connecting the more extensive regional trail system, including areas like Winchendon, Brattleboro, and Bellows Falls. He noted that it would be an excellent opportunity for long-distance riders to get involved.

Mr. Schoefmann encouraged anyone interested to reach out to him for more information and mentioned that Mike Kowalczyk, the organization's Chairperson, is available for further discussions. The collaborative has played a key role in developing the regional trail map, which is now headed for print. It is actively working on closing trail gaps, such as the section between Jaffrey and Peterborough. He promised to follow up with potential volunteers, but welcomed anyone to contact him directly.

7) Old Business

A) Wayfinding Updates

Mr. Schoefmann provided updates on a few key items. He mentioned that the RFP (Request for Proposal) language has been drafted for a signage project, which he, Mr. Bohannon, and another colleague have been working on. The RFP will allow sign shops to bid on the work, except for the map, which will likely be handled in-house. He still needs to follow up with Mr. Bohannon to confirm any remaining tasks, but expects to have more updates next month.

B) Website

Regarding the website platform, Mr. Schoefmann shared that they recently switched to a new system, meaning that he will need to learn the new platform from scratch. He acknowledged that the transition was met with some frustration, but reassured the group that it would get sorted out in time. On a positive note, Dr. Russell joked that at least he would not ask Mr. Schoefmann for website updates for a while, giving him one less thing to worry about.

8) New Business

A) Items to be Included for Next Meeting

Councilor Haas and Dr. Russell discussed utilizing an empty storefront for bike-related business. Councilor Haas suggested developing a semi-solid plan and starting by informing Mr. Weinreich, the property owner, that it would be an excellent use for the space.

Dr. Russell recalled that 365 Cycles had previously operated there, but did not effectively serve the community's needs. He also noted that when the owners of Norm's first attended a meeting, they were asked about offering bike rentals downtown, but they were not interested at the time.

However, there was some optimism that they might be open to collaborating on something within the downtown footprint.

9) **More Time**

A) **Continued Bike Rack Discussion**

The discussion, led by Mr. Ruoff and Mr. Schoefmann, focused on reviewing proposed bike rack locations identified by a design consultant. Mr. Rouff emphasized the importance of carefully reviewing these locations before finalizing them. If a rack is labeled as movable, it will be noted in the description, whereas others will be permanently mounted.

The group reviewed locations along Main Street, starting near Davis and Dunbar Streets. A movable bike rack was proposed for a bump-out area, while a permanent rack was suggested further down near City Tire. Members appreciated the bump-out location, noting that it adds a visual and physical barrier to slowing down cars.

Moving north, they looked at bike rack placements between Emerald and Commercial Streets, including two permanent racks near Modestman's Block and another across from the Colonial Theatre. The plan also included a larger corral-style bike rack at Lamson Street. However, some members noticed that no bike racks were proposed for the eastern side of Main Street, prompting a discussion about whether additional coverage was needed.

The conversation then turned to ensuring sufficient bike parking in the City square, with members agreeing that City Hall and Central Square should have designated racks. There was also discussion about placing a rack at the northernmost point to serve as a logical start and end point for walking and biking routes.

Mr. Ruoff requested that Committee members review the locations more thoroughly before the next meeting, either using the packet or a PDF version he could distribute. He encouraged everyone to provide input on adjustments, such as shifting racks closer to key areas or adding duplicate racks where demand is expected to be high. The goal is to finalize the best placements for improved bike accessibility across downtown.

Ms. Delacroix pointed out that it looked like they included them on that square map, but did not label them right at that northern crosswalk in Central Square. Mr. Ruoff said he could have included them and not labeled them. He suggested that if they are not labeled, it would be safe to assume they are missing in that location.

The discussion continued, focusing on bike rack placement near Railroad Square and the Co-op area. One proposed bike rack location was noted to be farther out near a maintenance shed, just before turning toward Orchard Street or the Co-op. Members questioned whether this placement was too remote to be useful for cyclists entering Railroad Square.

They considered the closest existing rack location near Modestman, but some felt it was still not optimal for those accessing Railroad Square. The general agreement was that improvements could be made to better position racks for convenience. Ms. Delacroix raised a point about ambiguity in placement, and members acknowledged the need to clarify whether specific racks should be relocated or supplemented to better serve high-traffic areas.

The discussion shifted to the placement of bike racks near the Farmers Market and the Cheshire Rail Trail corridor. Mr. Ruoff noted that this area is not currently included in the base bid for the project, but is being considered as an alternative option, pending available funding as directed by the City Council.

Mr. Schoefmann asked whether the proposed plan preserves space for the Farmers Market, and it was confirmed. However, he and Dr. Russell pointed out that no bike racks are currently planned for that corner, despite its importance as a key entry point into the City from the Cheshire Rail Trail.

There was agreement that if racks were placed on one side of the trail, racks should be on the other side as well to better accommodate cyclists arriving in the area. The discussion emphasized the need to reconsider placement to ensure accessibility and usability for those entering downtown via the trail.

Chair Jackson raised concerns about placing an existing bike rack near The News Stand and Yolo buildings, noting that bikes are frequently stolen from that location. The issue stems from the rack's location in an area with low visibility and minimal foot traffic, making it an easy target for theft. Chair Jackson strongly advised against using a similar location for future racks.

Mr. Ruoff acknowledged this concern and reassured the Committee that visibility and security are key factors being considered in bike rack placement. He noted that the design consultant has overlooked this issue in some of their proposed locations.

The conversation then briefly shifted to logistical issues regarding meeting materials. Members clarified that Megan Fortson had sent the link to the agenda and packet, though some had difficulty accessing it due to slow loading times. Chair Jackson and others confirmed that Ms. Fortson's email contains the online version, ensuring everyone can access the necessary documents.

Ms. Delacroix pointed out a design issue with the map. While most symbols are clear and readable, the bike rack icons appear too small and faint—almost like dust on the screen or paper. She suggested making the symbols more distinct and visible to ensure they are easily identifiable.

Councilor Haas suggested that everyone review the information in preparation for the next meeting. Mr. Schoefmann brought up the Downtown Infrastructure Project updates, asking whether there was urgency in reviewing the information or if it could be discussed at the next meeting. Councilor Haas noted that the grant application to the DOT places significant emphasis

on bicycle and pedestrian infrastructure, highlighting how critical these elements are in securing funding.

Councilor Haas encouraged Committee members to review the application and keep these priorities in mind as the project progresses to maintain these elements. While acknowledging that the document is dense, he described it as a fun read due to its focus on these issues. With time running low, Dr. Russell mentioned that art updates would be shared at the next meeting.

The next steps include discussing yield counts, formally planning Earth Day activities, and exploring potential uses for the Good Fortune space. Additionally, art updates will be provided at the next meeting.

Mr. Redfern mentioned the need for an update on federal funding related to the Transportation Alternatives Program (TAP). He noted that the New Hampshire Department of Transportation (NHDOT) monitors the situation daily. He expressed concern and curiosity about whether funding sources might be cut off.

Mr. Ruoff provided an update, stating that submissions for funding have been completed, with a decision expected in April. He clarified that they applied for the BUILD Grant and a Congressional Earmark, rather than a TAP Grant, for the downtown project.

B) Community Bike Share

C) Public Art and the Trails Update

10) Adjournment

There being no further business, Chair Jackson adjourned the meeting at 9:31 AM.

Respectfully submitted by,
Amanda Trask, Minute Taker

Reviewed and edited by,
Megan Fortson, Planner