



BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
AGENDA

Wednesday, June 11, 2025

8:15-9:30 AM

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

Members:

Sam Jackson, Chair

Dr. Rowland Russell, Vice Chair

Ed Haas, Councilor

Autumn DelaCroix

Dwight Fischer

Jan Manwaring

Michael Davern

Charles Redfern, Alternate

Diana Duffy, Alternate

Andy Holte, Alternate

- 1) Call to Order, Roll Call, & Welcome**
- 2) Adoption of Minutes** – April 9, 2025 & May 14, 2025
- 3) Safety and Outreach**
 - a) Trail Map Implementation Discussion
 - b) Pavement for Bike Lanes in Downtown Project
- 4) Review of BPPAC Mission, Charge, & Responsibilities** – To be used to inform future potential committee name changes.
- 5) Regular Project Updates**
- 6) Volunteer Opportunities**
 - a) Parks & Rec Community Night at Bike Park – July 17th & July 31st from 6:00 pm – 7:30 pm
 - b) Yield Counts for West Street Reconstruction Project
- 7) Old Business**
 - a) Final Input on Downtown Infrastructure Project Bike Racks locations
- 8) New Business** (*Items to be included for next meeting*)
- 9) More Time**
 - a) Website
 - b) Community Bike Share
 - c) Public Art & Trails Updates
- 10) Adjournment**
- 11) Next meeting date** – July 9, 2025

The full agenda packet can be found on the BPPAC webpage at: <https://keenenh.gov/bicycle-pedestrian-path-advisory-committee/>.

City of Keene
New Hampshire

BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, April 9, 2025

8:15 AM

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

Members Present:

Samantha Jackson, Chair
Rowland Russell, Vice Chair
Dwight Fisher
Michael Davern
Councilor Edward Haas
Autumn DelaCroix
Diana Duffy, Alternate
Charles Redfern, Alternate
Andy Holte, Alternate

Staff Present:

William Schoefmann, GIS Coordinator
Carrah Fisk-Hennessey, Parks &
Recreation Director
Don Lussier, Public Works Director

Guest:

Craig Fulton

Members Not Present:

Jan Manwaring

1) Call to Order, Roll Call, and Welcome

Chair Jackson called the meeting to order at 8:25 AM.

2) March 12, 2025 Minutes

Councilor Ed Haas motioned to approve the minutes of March 12, 2025, with no corrections. Chair Jackson seconded, and with unanimous approval, the minutes were adopted.

3) Safety and Outreach

a) Councilor Haas- Brochure/Banner for Earth Fest on April 26th

Councilor Haas provided several updates about the upcoming Earth Day events. The BPPAC has secured a City permit to display its Earth Day banner at the Downtown kiosks during three separate weeks between late April and the end of May. The banner will rotate among locations, and he plans to aim for the most visible spots each time. He also shared that BPPAC has been squeezed into the Earth Day event with a table location in Zone A, which he described as a prime spot. While the setup may be tight, he emphasized that it will be cozy and efficient. Several people have volunteered tents in case of bad weather, including Mrs. Jan Manwaring, Mr. Charles Redfern, and the Monadnock Rail Trails Collaborative. Councilor Haas mentioned that materials such as maps and location details are circulating and will be sent in to be included in the meeting minutes.

Dr. Rowland Russell asked if the table would be in the same zone as the other City tables, to which Councilor Haas said they were and explained that the tables are first-come, first-served, and they can sort that out later. Dr. Rowland Russell noted that the idea was that since BPPAC will not have its banner, the Community Development Department will have a banner and table, which can serve as shared identification for related efforts. The set up will include the City and Energy & Climate Committee on one side and BPPAC on the other. He suggested that it makes sense for all three related tables (BPPAC, ECC & the Community Development Department) to be located close together for cohesion and visibility.

Councilor Haas shared the proposed setup for BPPAC's Earth Day table. He explained that Ms. Rebecca Landry confirmed they can use a vertical City banner that says "City of Keene" to help identify their space. Additionally, he plans to display the bike banner and find a way to set it up, weather permitting. Rather than distributing many materials, Councilor Haas suggested a minimalist, eco-conscious approach aligned with Earth Day values. The table will feature conversation starters using word tents that highlight BPPAC's three core mission areas to engage visitors without generating waste. The setup will help identify their presence, even if their table isn't directly next to other City groups. Zone A placement at Railroad Square offers high visibility, and Councilor Haas is confident the plan will create a welcoming and efficient presence.

Dr. Russell expressed concern that having only word tents on the table may lack sufficient context for the public. He strongly recommended including a visual element—specifically a large-scale map highlighting BPPAC's work, especially related to the Rotary-funded project (even if it's not finalized). He emphasized that such a map would serve as a more effective conversation starter and better showcase the group's impact and initiatives. Dr. Russell suggested using an existing map related to Andy's project for the Earth Day table, noting it needs to be plotted, printed, and mounted.

Councilor Haas supported including it as a visual centerpiece if it can be ready in time. He emphasized a fun and minimalist display, proposing that participants wear bike or pedestrian helmets and possibly add walking shoes to the table as visual cues for BPPAC's mission. To maintain a zero-waste approach, Councilor Haas suggested using clear document holders to display QR codes linking to relevant websites. He had already selected four appropriate sites but welcomed additional suggestions from the group. Councilor Haas summarized his vision as an interactive, low-waste, and creative setup that reflects BPPAC's values while engaging the public.

Mr. Mike Davern offered to help with printing. So long as he can get a digital file, he could print it on coroplast (corrugated plastic), which would be more durable and reusable. He proposed mounting it on an easel for better visibility, noting that laying it flat on a table wouldn't be as effective. Mr. Davern added that he could likely get it printed for free or at a very low cost and would be willing to cover the expenses himself. Dr. Russell offered to email the latest version he had to both Mr. Schoefmann and Mr. Davern. Mr. Schoefmann noted he had the most updated copy, which others agreed was the best to use.

Chair Jackson shared that the Community Bike Ride group will also have a table at the Earth Day event, likely positioned near BPPAC's table. While the Keene City Green Bikes program doesn't

have a table, there have been conversations about their participation. Chair Jackson offered to display their materials on BPPAC's table if they could pull something together. For the newer members in attendance, she explained that Keene City Green Bikes is a collective focused on community bike access and education. Their goal is to create a space where people can learn to care for their bikes, donate or repair used bikes, and promote cycling as a form of transportation and recreation. While there has been discussion about developing a small fleet, the current focus is on repairing the bikes they already have, many of which need basic components like tires and chains.

Councilor Haas discussed who would be available to staff the BPPAC Earth Day table, noting it was the one unplanned detail. Chair Jackson intends to be present intermittently throughout the event. Mr. Andy Holte mentioned he will likely be out of town, but will attend if his plans change. Mr. Redfern will manage his table, but is open to helping during breaks. Mr. Fischer would be out of town. Mr. Davern has a soccer conflict but may be available briefly early in the event. Ms. Diana Duffy confirmed she could help with the setup, while Councilor Haas offered to fill in wherever needed.

Ms. Duffy confirmed the Earth Day event runs from 12:00 to 4:00 PM. Dr. Russell shared that the Friends of Public Art group would likely not have a table this year (a final decision was expected at their meeting scheduled for that evening). If that's the case, he would be available to help staff the BPPAC table for part of the event. Ms. Autumn DelaCroix said she'll likely be around during the Earth Day event and plans to support the table.

Councilor Haas confirmed he would take care of the tent setup and mentioned reaching out if any issues arise. Mr. Redfern offered a large 10x10 tent with a yellow roof from the New Hampshire Rail Trails Coalition, noting it's available for use and that BPPAC can hang their banner on it. Chair Jackson added that placing the banner at the back of the tent would still make it very visible. They agreed that the size of the banner's text makes it more readable from a distance, making this setup effective.

b) Councilor Haas- Recommended Committee Name Change

Councilor Haas reflected on BPPAC's evolving identity, noting that while the group has a strong history rooted in path development and cycling advocacy, its scope has expanded. He emphasized that BPPAC is not just about bikes or pedestrian access—it encompasses a broader mission related to all forms of personal transportation. Councilor Haas suggested it's time to start thinking about how the group might rebrand to reflect this inclusive focus better and the full range of its work.

Ms. Duffy expressed support for rethinking the Committee's identity, noting discomfort with being referred to as "bike people," and raised the idea of changing the Committee's name to reflect a broader mission. Mr. Schoefmann explained that because the official name, Bicycle Pedestrian Path Advisory Committee (BPPAC), is codified in City ordinance, any name change would require formal approval from the full City Council. He clarified that they don't need permission to explore name options, but emphasized the importance of submitting a clear recommendation with supporting rationale when proposing the change.

Councilor Haas reflected on the limitations of the Committee’s current identity and name, noting that referring to the group simply in terms of "paths" or even "bikes" no longer fully captures its scope. He emphasized that BPPAC's work now includes bike lanes, bike and pedestrian safety, and planning related to the Downtown infrastructure project, which goes beyond bike path development. While not explicitly focused on e-bikes or other mobility devices, he acknowledged the growing importance of broader transportation modes, both human-powered and electronic. Councilor Haas questioned whether “path” still accurately reflects the Committee’s purpose and suggested it may be time to rethink how they define and present themselves moving forward.

Mr. Davern pointed out that the current Committee name is cumbersome when spoken, and the abbreviation lacks clarity or meaning. The group acknowledged this and reviewed the Committee’s official charge, which is available on the City website.

A suggestion was made to simplify the name by removing the word “Path,” which would better reflect the group’s broader focus while preserving the core emphasis on bicycles and pedestrians. This change would allow the abbreviation “BPAC” to still work, albeit slightly adjusted.

Dr. Russell noted that while terms like “multimodal” could reflect a broader mission, the word often doesn’t adequately convey pedestrian-related work, so they should be cautious about adopting terminology that might obscure that core part of their mission. The group agreed that clarity and inclusivity should guide any potential renaming.

Ms. DelaCroix highlighted a common issue where bike trails are often viewed primarily as recreational rather than being recognized as legitimate transportation infrastructure. She suggested this perception shift could be a valuable focus for the Committee. She also raised the idea that the term “micromobility” might offer a broader way to describe the diverse modes of transportation the Committee supports. While the term “pedestrian” technically includes people using wheelchairs and other non-foot-based mobility devices, she noted that in everyday understanding, it often excludes those forms of mobility. More precise or inclusive language could help reflect the Committee’s evolving mission.

Speaking from her experience living car-free, Ms. Duffy expressed discomfort with terms like "alternative transportation," noting they can feel marginalizing or secondary. She advocated for language that elevates non-car transportation as equal, referencing how New York State uses inclusive terms like “access for all,” which she feels better levels the playing field.

She shared a more playful idea, “asphalt for all,” to push the point further. Reflecting on inclusivity, she referenced the Federal Highway Administration’s STEP program (Safe Transportation for Every Pedestrian). She emphasized the importance of embracing all modes of mobility, including temporary or permanent needs like using a walker. Ms. Duffy also noted that cyclists are often seen as a separate, “othered” group within public discourse and infrastructure projects. She urged the Committee to consider how to reframe its language and identity to promote broader accessibility and inclusion.

Chair Jackson noted that one topic the Committee doesn't discuss often, but that tends to come up, is the importance of ADA compliance. She emphasized the need to ensure public areas are accessible for people using wheelchairs or anyone who has difficulty getting around, highlighting this as a crucial part of the Committee's mission that deserves more attention.

Mr. Redfern suggested forming a small group, preferably three people, to further explore renaming the Committee and bring back recommendations, noting this would help avoid extended discussions during full meetings. He proposed that members like Ms. Duffy and Councilor Haas would be well suited to participate. Dr. Russell expressed support and asked if a motion was necessary. Mr. Schoefmann responded that it should be referred to as a "working group" rather than a formal subcommittee, and that no official motion was needed to proceed.

Before the group moved on, Ms. DeLaCroix suggested a possible new name: "Roadway Equity Committee." She liked that it shortens to "REC," which has a nice, friendly feel, and joked that it also subtly hints at how car-centered systems aren't always great.

Councilor Haas urged that the name discussion be kept as an ongoing agenda item. Committee members all agreed.

c) Plan discussion and Budget Requests

Councilor Haas mentioned his safety outreach matrix and noted he hasn't received any feedback yet, joking that he might start assigning tasks if no one responds. Mr. Schoefmann agreed to resend the matrix and encouraged updates if needed. They discussed the broader goal of the safety outreach effort: to start using existing materials in creative ways, like videos, presentations, and personal engagement, to better connect with the community and spread awareness.

d) Map Project Update

Mr. Redfern shared an update on the new bike map project. While the group reviewed the printed maps (one focused on Keene and the other on the broader region), he explained the current and planned distribution. Maps will be available at the two bike shops that sponsored the project, the Keene Chamber of Commerce (which frequently receives bike map requests), Earth Day through Pathways for Keene, the Rail Trail Collaborative, and potentially other outlets. He noted there is leftover funding for a second print run, which would happen once the current batch is fully distributed. Depending on new projects, future editions may include updates, such as the Heritage Transportation Trail.

Mr. Redfern also mentioned the upcoming Rotary-funded kiosks that could display the maps and emphasized how quickly the map project was funded, raising \$2,100 in just one day. He requested that the Keene map be added to the City's website (under the bicycle/pedestrian section, whatever the Committee is named in the future) and the regional map be posted on the Southwest Region Planning Commission's site. Mrs. Fisk-Hennessey requested some for the Keene Rec center, to which Mr. Redfern gave her some.

e) **Good Fortune Vacant Tenant Space**

Dr. Russell brought up the previously vacant Good Fortune space Downtown, but a Committee member noted that it may have been filled, based on a recent news article. Dr. Russell explained that the original concept for the space was to explore potential uses that would support regional transportation, such as a bike rental hub, especially after 365 Cycles moved out. This idea aligned with past discussions about supporting efforts like Marcus' to increase Downtown mobility options.

While that location might be unavailable, Dr. Russell suggested keeping the concept alive, especially considering the Downtown reconstruction efforts. He proposed alternatives, like a pop-up bike rental option on weekends or something as flexible as a hot dog cart-style set-up. He emphasized that studies have shown the economic benefits of trails and bike accessibility, and offering rentals could attract more visitors and provide more transportation choices in the Downtown area.

Chair Jackson discussed the possibility of Keene City Green Bikes using an old, decommissioned truck from People's Linen for mobile pop-up bike events. The idea was to repurpose the truck to create a mobile bike hub that could be moved around for outreach and rentals. However, progress on the project has stalled due to delays and a lack of priority.

Mr. Redfern noted that Mr. Dillon Benick, a partner at People's Linen and a former active Committee member, may still be a helpful contact if someone wanted to follow up about the truck. The group agreed that, while not currently in motion, the mobile concept is still a good idea worth revisiting in the future.

4) Regular Project Updates

Mr. Redfern shared exciting news that the Southwest Region Planning Commission's Transportation Advisory Committee (TAC) recently ranked the Transportation Heritage Trail, including the Prouse Bridge and Stone Arch Bridge, as the top project in the region for the Transportation Alternatives Program (TAP). These rankings are now being forwarded to the New Hampshire Department of Transportation, which will review a total of ~30 applications statewide.

Mr. Redfern noted that TAP grants typically max out at \$1 million. Still, this year, the cap was raised to \$2 million, significantly increasing the potential impact of funding safety improvements at both bridges. Mr. Redfern emphasized the importance of these upgrades, stating they should be completed even if the City had to cover the cost due to public safety concerns and the heavy use of the bridges. He added a hopeful note that if extra funding is available, it could also be applied toward the Bailey Bridge over Swanzey Factory Road.

Mr. Lussier provided updates on two key transportation safety projects. First, he discussed the Safe Streets for All grant, reminding the group that the City previously received planning funds to identify ways to reduce traffic fatalities and serious injuries across Keene. With the recent announcement that the program is now accepting implementation grant applications, the City plans

to apply. It is open to project recommendations from the Committee, either now or in the near future.

Mr. Lussier also gave an update on the Marlboro Street TAP (Transportation Alternatives Program) project, which recently went out to bid. The two bids received were approximately \$1 million over budget, but after discussions with NHDOT, the state has agreed to add funding. The project will be rebid in hopes of securing a better price, but it looks likely that the state will cover the cost difference.

Mr. Schoefmann shared several updates. The Appel Way Trail paving project is now scheduled for 2028, a delay from previous projections of 2025 or 2026. Updates were provided on the Safe Streets for All programs and the Marlboro Street TAP project. He reminded the group that someone should contact the Mayor's office soon, if they want to request a Bike Month proclamation. Ms. Nicole Howe can help retrieve and update the previous proclamation, and the Mayor usually presents it at a City Council meeting in early May.

Mr. Schoefmann noted that the sidewalk rehabilitation project listings were included in the March 6th packet, with materials provided by the City Engineer. He also confirmed that the Lower Winchester Street project is anticipated for 2027. Additional updates included minor changes to the Jonathan Daniels School area, though nothing significant was highlighted.

Dr. Russell asked Mr. Lussier for clarification on the parameters of the Safe Streets for All program, specifically regarding what types of projects are eligible. Mr. Lussier responded that eligible projects should be included in the City's Roadway Safety Action Plan and must aim to reduce or eliminate traffic fatalities and serious injuries. Dr. Russell suggested adding a link to the Roadway Safety Action Plan in the next meeting agenda and proposed that members review it in advance to come prepared with project recommendations. The group agreed, and the discussion concluded with no further project updates.

5) Volunteer Opportunities

a) Earth Day Festival - April 26th from 12:00 pm – 4:00 pm

Dr. Russell provided an update on volunteer opportunities related to Earth Day. While tabling was already discussed, he confirmed that BPPAC and Pathways for Keene will co-sponsor a cleanup event the following Sunday. He has spoken with Scott and Mr. Redfern, and they'll coordinate promotion as in past years. Ms. Mari Bruner previously shared the event, which will likely be listed as a City event by Ms. Rebecca Landry.

The cleanup will be promoted as a volunteer opportunity, ensuring it doesn't overlap with Earth Day Festival activities and aligning with the City's usual Monday trash pickup, making things easier for Public Works. The targeted cleanup area will be from North Bridge to Winchester Street, where Keene State College housing tends to lead to a high volume of litter, especially cigarette waste. Dr. Russell mentioned reserving this route early and coordinating supplies like bags, with plans to reach out to Public Works.

The group typically meets at the pocket park on Emerald Street and adjusts its coverage area based on turnout. Ms. Duffy briefly mentioned potentially being involved in identifying priority areas for the grant program that Mr. Don Lussier referenced earlier, and members noted that it was being added to the next agenda.

b) Yield Counts for West Street Reconstruction Project

The group briefly revisited the topic of conducting yield counts, particularly for the West Street corridor and possibly Main Street, including the area from Gilbo Avenue to Railroad Street. They highlighted specific problem spots, such as the awkward chicane near the Co-op and Emerald Street, which has long been a concern.

Consensus was that collecting data this summer would be valuable, especially ahead of planned work on West Street. The group discussed the need to organize sign-ups and gather materials. Mr. Schoefmann confirmed he had received relevant paperwork from Mr. Henry Underwood. He mentioned the need to format it using a transparent methodology, similar to previous bicycle and pedestrian counts. This would include clear instructions, timing (like two-hour blocks), and standard practices for consistent data collection. The team agreed to move forward with planning the yield counts.

c) Safe Cycling Class (LAB Instructor-led)

The group also discussed the upcoming Safe Cycling course being hosted in Keene. Ms. Paula Bedard and another instructor will teach the League of American Bicyclists (LAB) course, which is scheduled to take place at the Keene Public Library. Parking is reserved in the Commercial Street lot. This is the first LAB course held in Keene since Ms. Tiffany Manion's session, which was run through the Parks and Recreation Department.

Mr. Schoefmann emphasized the importance of promoting and attending the course, noting that hosting such events helps Keene's standing with bike-friendly community rankings. He added that the organizers are covering some costs out of pocket and welcomed ideas to support them. The course fee is around \$30, though some recalled it might be higher. There was also a brief mention of bike helmet giveaways in past events, but it was unclear whether that would be part of this.

d) Old Business

Mr. Schoefmann provided an update on the wayfinding project, explaining that while it was initially expected to go through a formal RFP process, the total cost fell below the threshold. As a result, the City is now collecting quotes from at least three different sign shops to move forward. The project is in progress.

Councilor Haas then brought up a long-standing request for a wayfinding sign at the end of Emerald Street indicating the location of the bike path. He noted that Mr. Bohannon had promised

the sign a year ago, and while Councilor Haas had offered to put one up himself, he held off in deference to the City.

Mr. Schoefmann clarified that if the sign is within the City right-of-way, it likely falls under Public Works' responsibility. He said he'd follow up with Mr. Lussier.

Councilor Haas suggested adding simple wayfinding signage, such as an arrow or pavement markings, near the intersection of the Ashuelot Rail Trail and Emerald or Ralston Streets. Mr. Holte noted that people unfamiliar with the area often get confused trying to find the trail, especially where current signage is lacking or unclear.

e) New Business

Mr. Schoefmann shared that although Mr. Lussier wasn't present to confirm, Mr. Lussier had recently contacted him regarding a joint project between the City and Keene State College. They plan to submit a Recreational Trails Program (RTP) grant application to address safety issues on the Trestle Bridge, which is located just before the South Bridge along the trail near campus.

NHDOT has flagged the bridge as a safety concern due to deteriorating conditions, particularly the plywood decking, and has stated that it must be addressed within the next five years or risk closure. This prompted the effort to pursue grant funding for the necessary repairs.

Mr. Redfern explained that the Recreational Trails Program (RTP) grant application for the Trestle Bridge involves a three-way partnership. He noted that Pathways for Keene, Keene State College, and the City of Keene would each have to contribute \$5,000 to meet the local match required for the grant. The group acknowledged that the bridge's current condition is a genuine concern, and they noted that they hope the grant funding will cover most of the repair costs.

Dr. Russell announced a potential upcoming event connected to Antioch University's 60th anniversary exhibit at the Historical Society, which he curated and is on display through the first weekend of May. The event would feature the Mr. Redfern and Jim Gruber involvement in the planning and implementation the first phase of the Cheshire Rail Trail alongside Pathways for Keene. The idea is to schedule a date for a walking tour or discussion starting at Railroad Square to reflect on and celebrate the trail's development. The Historical Society will officially sponsor it, though additional support may be sought.

Mr. Schoefmann added that the Committee should plan to approve a letter of support for the Trestle Bridge RTP grant at the next meeting. He offered to obtain draft language from Mr. Bohannon and emphasized details reflecting the three-way partnership between the City, Keene State, and Pathways. He noted that the Trails Bureau values language highlighting cooperation and community initiative.

The group discussed whether to keep the map project update on future agendas. They agreed it could be removed as a standalone item since the remaining step is just posting it online. Chair Jackson suggested it could now fall under general "website updates" instead. Mr. Schoefmann

confirmed that no new content has been added to the site yet, but noted that staff just received training on updating the City's new website platform.

Chair Jackson announced that the first community bike ride will occur on Earth Day around 4:30 p.m., starting at Railroad Square. The group will ride down the Cheshire Rail Trail to the Ashuelot Rail Trail, stop for gelato, and return. It will be a short, fun ride to kick off the season.

The group discussed inviting the Mayor and City Councilors to join the ride. Suggestions included emailing or speaking with the Mayor's Executive Assistant to schedule a brief meeting. There was consensus that including City officials could help build visibility and support for future proclamations and events.

Members agreed it would be helpful to create a simple flyer with a strong image and precise details about the ride, possibly including a photo from last year's event. Chair Jackson and others volunteered to help create and circulate the flyer. The ride is scheduled for Saturday, April 26th.

6) More Time

- a) **Website**
- b) **Continued Bike Racks Discussion**
- c) **Yield Counts, Bike Rack Census, and Bicycle/Pedestrian Counts**
- d) **Community Bike Share**
- e) **Public Art & Trails Updates**

7) Adjournment

There being no further business, Chair Jackson adjourned the meeting at 9:23 AM.

Respectfully submitted by,
Amanda Trask, Minute Taker

Reviewed and edited by,
Megan Fortson, Planner
Will Schoefmann, GIS Coordinator

City of Keene
New Hampshire

BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, May 14, 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
Jan Manwaring
Diana Duffy, Alternate
Charles Redfern, Alternate

Staff Present:

William Schoefmann, GIS Coordinator
Carrah Fisk-Hennessey, Parks &
Recreation Director

Members Not Present:

Andy Holte, Alternate

1) Call to Order, Roll Call, & Welcome

Chair Jackson called the meeting to order at 8:25 AM.

2) Adoption of Minutes- April 9, 2025

Chair Jackson had noted she had written down a change, but did not have it with her. Mr. Will Schoefmann suggested she send it to him for later correction. Councilor Ed Haas moved to table the minutes as the committee was not ready for corrections. Mrs. Jan Manwaring seconded the motion, and with unanimous approval, the April minutes were tabled for review at the June meeting.

3) Safety and Outreach

A) Earth Festival - Debrief Discussion & Takeaways

Chair Jackson shared that despite the heavy rain and thunderstorms during Earth Fest, the turnout was surprisingly good. It provided a valuable opportunity to connect with people, and the Community Bike Ride event still took place as planned. The weather cleared just in time for the ride, which lasted about 45 minutes before the rain returned. While overall attendance was lower than expected, the event still sparked meaningful conversations.

Councilor Haas noted that BPPAC had a great spot at the festival, situated between Pathways for Keene, the Energy & Climate Committee, and the Community Development Department, which created good opportunities for collaboration. However, heavy rain limited interaction with other groups, especially since Pathways had better rain protection. He suggested the group strive for the same location next year and plan to arrive early to secure the space.

Dr. Russell emphasized the importance of engaging more directly with the public at future events. He suggested having an e-bike display and continuing the free bike repair station. He recalled how the bike repair service attracted a large and enthusiastic crowd. Additionally, he proposed linking future engagement activities to upcoming projects, such as the protected bike lane work, highlighting safety. He encouraged adding more interactive elements to make next year's event more impactful.

Mrs. Carrah Fisk-Hennessey praised Chair Jackson for her initiative and approachability during the Earth Day event. She remarked on how inspiring it was to see her set up under the bus stop and how people naturally gravitated toward her, bringing their bikes for assistance. She highlighted the impressive and effective nature of her interactions with the public.

Ms. Duffy encouraged the group to think more deliberately about how to define and measure success for public events, such as Earth Fest. She acknowledged that while great ideas and positive moments are valuable, it would benefit the committee to establish some shared criteria or goals moving forward. She suggested incorporating this reflection into future planning to better assess the impact of their outreach efforts.

Mr. Redfern shared that small giveaways, such as New Hampshire-shaped bike stickers and bicycle-shaped paper clips, drew people to the BPPAC tent during Earth Fest. These inexpensive items captured the attention of children who brought their parents over, creating an easy opportunity to engage them in conversation. He recommended including similar small and affordable items at future events to attract visitors and create opportunities for outreach.

Dr. Russell noted that during his time at the Pathways for Keene table, the large map displayed at the back was a significant draw for visitors. While some people took stickers or other small items, the most popular takeaway was the printed map, which people eagerly grabbed. He highlighted it as an effective engagement tool.

Councilor Haas reflected on aligning Earth Fest outreach with the event's environmental values. He expressed some concern about producing unnecessary materials or creating waste, even when items like giveaways are in high demand. Instead, he advocated for more visual or interactive elements, such as a bubble machine or a stationary bike with a distance meter tied to a raffle or guessing game. These kinds of engaging activities, he suggested, could attract attention without generating extra waste. Mr. Redfern and Chair Jackson agreed with Councilor Haas that the committee should dedicate time to brainstorm ways better to attract people to their tent at future events.

Chair Jackson emphasized the importance of starting early, especially with eleven months until the next Earth Fest, to develop and refine ideas. She added that summer events provide great opportunities to observe what others are doing and gather inspiration for engaging and effective outreach strategies.

Dr. Russell recalled the first Complete Streets event on Marlboro Street, where the Friends of Public Art sponsored a popular kinetic sculpture exhibit featuring twelve to fifteen mobile, rideable sculptures. He noted that it was both engaging and well-received. While Earth Fest might not be the ideal setting for something of that scale, he mentioned that Friends of Public Art has discussed reviving the concept in the future. He suggested it could be a fun and creative cross-promotional opportunity, pointing out that one of the sculptures, made by a local teenager, is still on display in the window of Modestman Brewery.

A member of the public, Mr. Bill Bradford Hutchinson, suggested the group consider two categories when selecting giveaway items: novelty and utility. While items like bicycle-shaped paper clips are fun and creative, he questioned their long-term usefulness. He pointed out that the previous mention was that the maps were in high demand. He suggested improving them by making them more functional, such as creating smaller, trifold versions made from waterproof material. This would make them easier to carry during rides or walks and more likely to be reused. He encouraged the committee to prioritize practical, durable items that offer real value to users over one-time novelty items.

Mr. Redfern clarified that the trifold map Mr. Hutchinson referred to is the same one BPPAC distributes, featuring Keene on one side and the Monadnock region on the other. Mr. Hutchinson agreed and noted that he was specifically thinking of the Monadnock Rail Trail maps found at kiosks along the trail, near Swanzey. He mentioned that these maps are often taken quickly, which indicates their popularity and usefulness. Both agreed that this trifold, pocket-sized format is a good model for future outreach materials.

B) Roadway Safety Action Plan

Mr. Schoefmann informed the group that the final plan is now available on a published website, with the link included in the meeting agenda. He recommended that everyone review it and suggested that it could be a discussion topic at the next meeting. While navigating the site, Dr. Russell noted some initial confusion, but realized the adopted plan is available at the top of the main page. Mr. Schoefmann clarified that the plan has already been adopted, so the focus now should be on integrating it into current and future projects.

Councilor Haas confirmed that the City Council had accepted the plan and recommended that committee members focus on the appendices, particularly the priority tables, to identify which initiatives they may want to support actively. He acknowledged that the entire document is lengthy and challenging to read, but the summary tables provide a more digestible overview. He mentioned that he has already created extracts of the priority sections and will send them out for distribution to help streamline the review process.

Mr. Schoefmann suggested that committee members consider how the priorities in the adopted plan align with their existing initiatives, viewing the plan as a supportive framework rather than a separate entity. Chair Jackson agreed with that approach and encouraged the group to keep that in mind. She then opened the floor for any additional comments or discussion. With no further comment, Chair Jackson moved on to the RTP grant.

C) Trestle Bridge RTP Grant - Letter of Support

Chair Jackson mentioned that the letter of support for the Trestle Bridge RTP grant is in progress, but not yet complete. Mr. Schoefmann confirmed it needs to be finished within the week and recalled that the committee had already made a motion authorizing her to write and submit the letter at the last meeting. Councilor Haas asked if that could be expected for today. Chair Jackson acknowledged the timeline and stated that it would likely be completed by the end of the weekend.

D) Tour De New Hampshire 2025

Chair Jackson announced an upcoming ride on the Cheshire Rail Trail scheduled for May 31st. While the exact route is not yet confirmed, it is expected to be similar to a previous ride that went up to the Amy Brown Trails, then continued down the Ashuelot Rail Trail to a bridge crossing the river, possibly the covered bridge. Riders returned along the same route, making it a loop-style or out-and-back ride. Further details are still being clarified.

Mr. Redfern shared that the route for the upcoming May 31st ride will differ from the previous event. This year's ride will start like the last Tour de Keene, beginning at Gilbo Avenue, crossing the North Bridge over the highway, and continuing to Stonewall Farm and the Amy Brown Trail. However, the route will extend beyond the Amy Brown Trail to the Summit Winery this time.

Mr. Redfern noted he plans to participate, possibly at a slower pace as he gets used to riding his new bike. The event will include sign-in and tabling at Gilbo Avenue as before, and he proudly mentioned that Keene currently leads the state in registrations for the ride.

Mr. Hutchinson raised a concern about the condition of the rail trail past the landfill, especially the narrow and rough section through the cut, which can be challenging in rainy weather. Mr. Davern responded that Westmoreland has significantly improved the trail, which begins just beyond the dump and heads north, making it a much nicer section now. He noted that the only remaining rough stretch is the area between where the Amy Brown project ended and the improved section begins. The improvements were completed last fall and winter.

Mrs. Fisk-Hennessey shared that the Snow Riders and the Monadnock Region Rail Trail Collaborative were recently awarded a collaborative grant to improve the rough trail section between the end of the Amy Brown project and the newly enhanced area. When asked about a timeline for the work, she shared that there were no specific dates, as the grant notification had just been released the day before. Members expressed that it was great news and a positive step for increasing trail use. With no other notes or discussion on the Tour De New Hampshire, Chair Jackson moved on to the plan discussion and budget request.

E) Plan Discussion and Budget Requests

Councilor Haas noted that, while budget implications are associated with their ongoing work, specific figures have not yet been established. He plans to follow up with individuals over the next month to confirm their involvement in various efforts, with decisions being made based on the feedback he receives. Dr. Russell added that some budget decisions also depend on whether the committee changes its name. They do not have any formal budget recommendations; however, one item mentioned was potential funding for Ms. Diana Duffy to attend the New York State Bicycle Conference. When asked if she wanted to make a budget request, she said she did not.

Mr. Fischer raised a planning question about Court Street, describing it as one of the city's most dangerous corridors for cyclists. He acknowledged that it is a significant route into Keene and wondered whether improvements or planning efforts for that area are underway. While he anticipated challenges may be involved, he expressed interest in knowing if Court Street is included in any existing plans or projects.

Mr. Schoefmann addressed Mr. Fischer's concern about cycling safety on Court Street by explaining that bike lanes had been considered during a previous road reconstruction project; however, community pushback regarding the potential loss of parking limited the project's scope.

Mr. Fischer pointed out that the most hazardous sections for cyclists are the stretches with little to no shoulder, beyond the area where parking is concentrated. He emphasized that, as a key commuter route, Court Street remains one of the most dangerous places to bike in Keene due to the need for cyclists to share the traffic lane.

Mr. Schoefmann acknowledged that Court Street is designated as a "Gateway" and "Bicycle" street in the city's Complete Streets plan, meaning it is recognized as necessary for multimodal transportation. He suggested that future improvements would likely need to come through engineering planning and that retrofitting existing infrastructure, rather than full reconstruction, is the more realistic path forward.

Councilor Haas noted that Court Street is addressed in the city's Roadway Safety Action Plan. He mentioned that when he sends out the priority list and segment details, it will include specific issues on Court Street, such as sewer plates and shoulder conditions. He encouraged the group to use that information to build momentum and support for improvements already identified in the plan.

Mr. Redfern suggested checking on a potential budget request to produce an updated, large-format map that includes new trails and bridge projects. He noted that while the current map effectively drew people to the tent, it was outdated. He recommended creating a new version to display at future events, ideally one that could be hung on the back wall to serve as a clear and engaging visual centerpiece.

Dr. Russell mentioned that he and Councilor Haas had assisted Mr. Andy Bohannon with the city's wayfinding project, which included plans for improved signage and potential locations for additional kiosks. Mr. Schoefmann confirmed that the project is progressing and may be nearing a stage where those elements can be finalized. They agreed that once the wayfinding plan is ready, it would be a good opportunity to create an updated map incorporating this new information, offering a more comprehensive and valuable resource for public display.

Mr. Redfern emphasized the importance of including funding for updated maps in the budget, especially those with more detailed information, such as kiosks and parking areas. While he supported incorporating elements from the new wayfinding plan, he cautioned that good ideas often stall without financial backing. He reflected on past efforts, noting that although a great map design was eventually developed, it took a long time and lacked funding, requiring him to secure sponsorship from the Savings Bank of Walpole to cover production costs. He urged the group to ensure future mapping projects are supported by budget planning.

Dr. Russell asked if the current or earlier versions of the trail map are available as a digital app. Mr. Redfern responded that they are not. Dr. Russell suggested that developing a mobile-friendly digital version could be highly useful, as many people prefer using their phones on the trails. Mr. Redfern agreed that a digital version would be valuable, but emphasized that many people still appreciate having a physical map. Both agreed that offering both formats would be ideal.

Councilor Haas suggested that the committee consider purchasing laminated trifold maps from Pathways for Keene, noting they are convenient to carry and could be distributed by committee members. Mr. Redfern confirmed that Pathways has a vendor with the artwork and design already prepared, and that the final version of the map is available. He added that the vendor offers reasonable pricing and that Pathways still has leftover funding that could be combined with committee resources to produce a new print run. He emphasized that the printed maps are very popular and are being picked up quickly.

Mr. Hutchinson asked how to get copies of the trail map, and Mr. Schoefmann responded that they are available at local bike shops and the Chamber of Commerce. This led to a brief discussion about whether the committee should purchase its supply of maps for distribution. Councilor Haas questioned whether that expense had been included in the current budget request. Mr. Schoefmann noted that the committee doesn't currently have a dedicated budget. The conversation highlighted the need to consider funding options if the committee wants its stock of maps.

Dr. Russell did not feel it was a pressing issue, stating that there are other ways for individuals to obtain the maps. Mr. Redfern responded that the current supply will be exhausted fairly soon.

Ms. Duffy proposed that the committee take a leadership role by advocating for shared resources, such as a tent or banner, that could be used across multiple city committees. Noting the ongoing discussions about tent logistics, she suggested including the purchase of these items in the budget and offering them as shared assets. This approach could streamline planning for events like Earth Fest, demonstrate collaboration, and possibly even generate a small revenue stream if lent out. She emphasized the benefit of having a consistent setup, especially with the new committee logo.

Councilor Haas concluded the discussion by stating that maps are available through Pathways for Keene, local bike shops, and the Chamber of Commerce. Mr. Redfern added that the committee could consider submitting a budget request to purchase its supplies. He noted that \$500, combined with remaining funds from Pathways' contribution to the map project, would produce a substantial number of maps. Councilor Haas felt this could be further discussed in the coming months.

Mr. Fischer asked if the map is available as a PDF. Mr. Schoefmann responded that it will be at some point, but they are currently focusing on building interest and buzz around the printed version before releasing it digitally.

Councilor Haas moved that the committee issue a priority, urgent request to the city to post the map as a PDF for public access. Mr. Schoefmann clarified that the map isn't solely a city project—multiple organizations were involved in its creation, and those groups need to be convened to agree on how and where it will be hosted online. Councilor Haas amended his motion to reflect that the relevant stakeholders should be brought together as soon as possible to facilitate the digital release. He then asked for a second to the motion.

Mr. Schoefmann questioned whether a formal motion was necessary, suggesting that the goal could be achieved through coordination rather than a formal procedure. Mr. Redfern supported having a motion with a specific timeline, but acknowledged that the broader objective is to make the map widely accessible in multiple formats. Mr. Fischer added that the committee should think beyond just the PDF, recommending they also promote the map through platforms like Google Maps, where much of the route information already exists. They agreed on a multi-channel approach, offering paper maps, PDF versions, and digital navigation tools to cater to different user preferences.

Councilor Haas asked which groups need to be involved in approving the digital release of the map. Mr. Schoefmann noted that some key individuals were already present and aware, implying that coordination was underway. However, Mr. Redfern emphasized the importance of making a formal motion to ensure accountability, noting that good ideas often fade without follow-through. Mr. Redfern agreed that setting a clear, realistic timeline is essential and suggested aiming for the map to be available online by the start of next spring's biking season—ideally within the same month each year for consistency.

Mr. Redfern proposed that by the next Bicycle Pedestrian Advisory Committee meeting, the group should aim to have the map available in three formats: a downloadable PDF, an online version, and a reference to Google Maps with trail markers. Mr. Fischer emphasized that while digital tools like Google Maps are helpful, they can be vague unless zoomed in and don't always clearly show the start and end points of the trail. He stressed that some people still prefer detailed paper maps or to study maps online in advance. Both agreed on the importance of offering multiple formats to meet the needs of different users, those who rely on digital navigation and those who prefer physical or static references.

The group discussed questions around the PDF map's ownership and distribution rights. Councilor Haas raised the question of who technically "owns" the map. Mr. Schoefmann clarified that while the vendor holds the artwork, Pathways for Keene is the primary sponsor. However, multiple organizations were involved, including MRTC, Southwest Region Planning Commission, the City of Keene, and local bike shops.

Dr. Russell noted that attribution, especially for use on a website, might differ from ownership. Mr. Schoefmann explained that the map's original intent was partly to support local bike shops and the Chamber of Commerce, which contributed funding and helped distribute the maps. As a result, there has been caution about freely releasing the PDF online. However, he acknowledged the growing public demand for easier access and signaled openness to making it available, despite the initial focus on encouraging in-person distribution.

Mr. Schoefmann acknowledged that a motion to post the PDF map was on the table and emphasized the need to clarify the plan before moving forward. Mr. Redfern wanted to wait until the next meeting to develop a more precise implementation strategy that considers the input of all organizations involved. Mr. Schoefmann confirmed that the goal is to have the PDF version of the map posted online; however, the exact hosting location—whether on the city's website or elsewhere—should be decided collaboratively by the contributing groups, including the City of Keene, Southwest Region Planning Commission, and Pathways for Keene. They agreed that a final decision on logistics would be made later.

Chair Jackson asked whether the group's discussion about posting the map PDF should be framed as a formal motion or simply a committee recommendation. She leaned toward it being a recommendation. Councilor Haas disagreed, preferring a formal motion for accountability, and expressed frustration over identifying all the stakeholders involved. Mr. Schoefmann responded that he had already identified the key groups, including the City, Southwest Region Planning Commission, and Pathways for Keene. Councilor Haas acknowledged that he had written them down, but noted that there could be additional sponsors, such as bike shops and the vendor.

Mr. Redfern assured the group that the sponsors would likely not object to the map being posted online, provided they were properly credited. He suggested sorting everything out at the next meeting, with a finalized plan to emerge then. Councilor Haas agreed. Mr. Redfern encouraged collaboration and suggested they "put some brains together" to discuss the details.

Chair Jackson noted that they would table the remaining discussion for the time being and proceed with regular project updates.

4) Regular Project Updates

Mr. Schoefmann provided several updates on local transportation and infrastructure projects. He shared that the initial bids for the Marlborough Street TAP grant came in significantly higher than expected. The city has since revised the project and submitted it to NHDOT, which is considering allocating additional funding to allow for rebidding later this year.

On wayfinding, the city developed draft signage and kiosk plans that didn't require a complete RFP process. The project is now installing kiosks at four locations: Ashuelot River Park, Island Street, the Summit Road parking area (near the Amy Brown Trail), and Krif Road. These kiosks will feature stylized "You Are Here" maps in a portrait layout. Based on public feedback, future expansion of this signage style is being discussed.

He also noted the recently completed installation of a new crosswalk on West Street, which the City Council approved. Mr. Schoefmann suggested that this location and Ashuelot Park could serve as valuable sites for pedestrian or traffic counts as part of future data collection efforts.

Ms. Duffy shared her positive experience using the newly installed crosswalk on West Street, noting her excitement and appreciation. She pointed out that it spans four lanes of traffic and questioned whether such crossings typically take longer to approve and install. She observed that local drivers are still adjusting to the new crosswalk, as the area allows for higher speeds. Ms. Duffy asked for an estimate on how long it took to go from idea to implementation; Councilor Haas shared that he thought it was four months. Ms. Duffy expressed that the process seemed fast and thanked those involved for making it happen.

Dr. Russell inquired about the scheduled reconstruction of West Street, and Mr. Schoefmann responded that it's likely planned for around 2027, although timelines can shift depending on state and NHDOT budgets. Dr. Russell felt that this timeframe is close enough to begin gathering data now. By collecting two years of pedestrian and traffic data, especially at key crosswalks such as Ashuelot River Park, the newly installed crossing, and possibly others closer to downtown, he believed they could provide valuable baseline information to inform the future redevelopment project on West Street.

5) Volunteer Opportunities

A) Parks & Rec Community Nights at Bike Park- July 17, 2025, from 6:00 pm-7:30 pm

B) Yield Counts for West Street Reconstruction Project

Chair Jackson suggested a tentative weekend for collecting pedestrian and traffic data, stating that May would be difficult for her. However, she expressed willingness to help and suggested looking at June instead. Mr. Schoefmann offered to set up a sign-up poll, as he has done in the past, allowing volunteers to choose from various days and two-hour time slots, including both weekdays and weekends. The group agreed that this approach would be manageable for organizing manual data collection. Dr. Russell suggested that they discuss in detail what they will be tracking at the next meeting. Mr. Schoefmann urged members to review before the meeting to inform them of the discussion.

Dr. Russell provided a brief update on the Earth Day cleanup effort, noting that volunteers had collected approximately 13 bags of trash, including a discarded cat tower. Due to the rain, the group didn't reach North Bridge, but he and Scott from Pathways plan to return for a follow-up cleanup. He reported a turnout of six or seven volunteers and appreciated the participation.

Mrs. Fisk-Hennessey announced two upcoming park events scheduled for July 17th and July 31st. She also shared news about a renewed city effort to revitalize the “Spirit of Place” initiative, which aims to reimagine programs like Adopt-A-Spot, Adopt-A-Trail, or Adopt-A-Park. The goal is to keep Keene’s trails, parks, roundabouts, and green spaces vibrant and welcoming.

A pilot project is already underway as part of this effort. Patrick Heneghan and his group from Restorative Justice for the County have expressed an interest in adopting and maintaining a section of the rail trail extending from the skate park to the Co-op. Mrs. Fisk-Hennessey said she’s excited about the potential for community partnerships and looks forward to further conversations at future BPPAC meetings.

Dr. Russell shared that their group, along with Pathways and Antioch, has consistently maintained the trail section from Winchester to the North Bridge. This effort extends beyond Green Up Keene, with additional cleanups scheduled for the fall. He noted growing interest in formally recognizing the community groups and volunteers contributing to this ongoing work. He expressed support for this direction and appreciation for the collaborative spirit.

6) Old Business

A) Wayfinding Updates

Discussed in regular project updates.

7) New Business (Items to be included for the next meeting)

Councilor Haas encouraged the committee to actively use the city's upcoming WOW (Web Optimization Workorder) system by submitting concerns and priorities related to pedestrian and bike infrastructure. He specifically mentioned crosswalk and sidewalk maintenance, bike lane striping, and missing or damaged sewer plates as areas that require attention. He emphasized the importance of overwhelming the system with meaningful input to ensure these issues receive attention.

Dr. Russell noted that Andy Holt had spoken with the owner of Cycle Sanctuary, a new bike repair shop on Marlboro Street, and suggested inviting him to an upcoming meeting to connect with the committee.

Chair Jackson expressed frustration that bike racks had not yet been installed for the season, especially since benches had already been placed. Mr. Schoefmann advised her to send him a written letter that he can forward to the appropriate city department. Chair Jackson agreed, emphasizing the considerable effort that had gone into organizing the racks the previous year and expressing her disappointment.

She also announced the next community bike ride, scheduled for Friday, May 16th. Participants will meet at Fire Station #1 at 5:15 p.m. for a safety overview before starting the ride, following a familiar loop around town. While future rides may vary in route, this one will stick to the established path. The group aims to reach 100 participants eventually. Chair Jackson encouraged

everyone to bring friends and join in, emphasizing that riders of all ages and bike types (as long as they're trail-legal) are welcome.

8) More Time

A) Committee Name- Continued Discussion

Councilor Haas offered to collect and present individual name suggestions for the committee. Chair Jackson encouraged members to send name ideas and share concepts or themes they feel should be reflected in the new name, even if they don't have specific titles in mind.

Mrs. Jan Manwaring, reflecting on the committee's history, noted that it originally served as an advisory body to the City Council. She suggested that in considering a new name, the group should evaluate whether "advisory" still fits, since the committee now takes a more active role in projects and initiatives rather than simply offering recommendations. This shift may warrant a name better representing its current function and scope.

Dr. Russell commented that the committee has evolved beyond its original focus on "paths," suggesting that the term may no longer be necessary in the name. Mr. Fischer, as a newer member, raised the broader question of the committee's mission and its advisory role for the City Council. He noted that he hadn't seen the official charge and emphasized that, before renaming the committee, it's essential to understand its purpose and responsibilities clearly. Mr. Schoefmann agreed and suggested reviewing the committee's charge at the next meeting to help guide the renaming discussion and ensure alignment with its current role.

Councilor Haas acknowledged that revisiting the committee's name could naturally lead to broader reflection on its mission and direction. Mr. Fischer, as a new member, pointed out that he hasn't seen the official charge and suggested that reviewing the mission statement—possibly already posted online—would be a helpful starting point. He emphasized that this renaming process may also prompt a meaningful reevaluation of the committee's goals and focus. Councilor Haas agreed and indicated that it's a natural progression they can explore further.

Mr. Redfern shared a brief history of how the committee was formed. He explained that its origins trace back to a study recommending the City of Keene establish a group to focus on converting old rail beds into bike paths—a concept new to the community at the time. The goal was to raise awareness with the City Council and guide them through what would become a major infrastructure initiative, mainly to prevent developers from acquiring key parcels of land. The effort gained momentum by discovering that federal funding, covering 80% of such projects, was available through transportation programs. Keene Staff recognized this opportunity early on, which helped propel the initiative. The committee was established to support the Council's decision-making and guide the city through this evolving infrastructure initiative.

Dr. Russell highlighted that in addition to advising the City Council, the committee regularly serves as a resource for city staff. He noted that departments such as Engineering and Parks & Recreation often seek the committee's input on various projects. This creates a strong, ongoing interface between the committee and city operations. He emphasized that the committee's role

extends beyond Council advisement and suggested that this broader function be considered in future discussions, particularly at the next meeting.

The group agreed to begin compiling name suggestions and concepts with Councilor Haas. Mr. Schoefmann recommended reviewing the committee's official charge to provide context and help guide the renaming discussion. Chair Jackson and Mr. Fischer emphasized that while a final decision does not need to be made at the next meeting, it is essential to start making progress. Clarifying the committee's focus and name could help align future efforts and support more precise budget planning. The conversation concluded with a call for any additional thoughts before moving on.

- B) Website**
- C) Continued Bike Racks Discussion**
- D) Community Bike Share**
- E) Public Art & Trails Updates**

9) Adjournment

There being no further business, Chair Jackson adjourned the meeting at 9:28 AM.

10) Next Meeting Date: June 11, 2025

Respectfully submitted by,
Amanda Trask, Minute Taker

Reviewed and edited by,
Megan Fortson, Planner

Additional Review by,
Will Schoefmann, GIS Coordinator

From: [Councilor Edward Haas](#)
To: [Sam Jackson](#); [Megan Fortson](#)
Cc: [William Schoefmann](#)
Subject: Re: pavement for bike lanes in downtown project
Date: Monday, June 9, 2025 11:07:04 AM
Attachments: [IMG_5858.jpeg](#)

Better:

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From: Councilor Edward Haas <ehaas@keenenh.gov>
Sent: Sunday, June 8, 2025 11:17:15 PM
To: Sam Jackson <ahtnamasjackson@gmail.com>; Megan Fortson <mfortson@keenenh.gov>
Cc: William Schoefmann <wschoefmann@keenenh.gov>
Subject: pavement for bike lanes in downtown project

the attached samples are installed behind Public Works, we should all take a look to discuss.

Sam, Megan, can this be on our agenda?

I believe I heard somewhere that the green painted concrete is extraordinarily expensive.

 [IMG_5858.jpg](#)

Ed Haas
Councilor-at-Large
603 633 8832



Sec. 2-711. - Purpose.

The purpose of the bicycle/pedestrian path advisory committee is to coordinate, study and recommend comprehensive bicycle/pedestrian pathway improvements, facilities, programs, plans and projects to the city council and other appropriate boards and committees for consideration and implementation within the community.

(Code 1970, § 0805.1)

Sec. 2-712. - Membership.

The bicycle/pedestrian path advisory committee shall consist of seven regular members. One member shall be a city councilor. All appointed citizens to the committee must represent a cross section of bicycling clubs, organizations and interests in the region.

(Code 1970, § 0805.2; Ord. No. O-2004-02, 2-19-2004; Ord. No. O-2010-08, 6-3-2010; Ord. No. O-2016-05-A, 3-3-2016; Ord. No. O-2020-05, 3-19-2020; Ord. No. O-2025-02, 1-16-2025)

Sec. 2-713. - Terms.

Initially two members of the bicycle/pedestrian path advisory committee shall have a one-year term, two members shall have two-year terms, two members shall have three-year terms, and one member shall have a four-year term. After these initial terms, all members shall have three-year terms.

(Code 1970, § 0805.3; Ord. No. O-2004-02, 2-19-2004)

Sec. 2-714. - Relation to department.

The community development department will provide staff support to the bicycle/pedestrian path advisory committee. Other departments may be called upon as necessary.

(Code 1970, § 0805.4)

Sec. 2-715. - Functions and guidelines.

The functions and guidelines in this section are established for the conduct of the bicycle/pedestrian path advisory committee. The committee shall:

(1)

Coordinate and assist the community development department and the state department of transportation in the coordination of the preliminary and final design of the downtown bikepath and other bike/pedestrian pathway facility projects as they may be developed in the future.

- (2) Assist the community development department and the planning board in the preparation and adoption of an up-to-date bicycle/pedestrian path master plan to be inserted as an official element of the city's master plan.
- (3) Promote communication and exchange of ideas and concerns among users of the city's bicycle/pedestrian paths, city staff and the city council.
- (4) Make reports and recommendations to the city council and city staff with respect to the development and management of bicycle/pedestrian paths.
- (5) Serve as an advocate for the interest of the city's bicycle/pedestrian infrastructure.
- (6) Assist the city with publicity for the bicycle/pedestrian path system by bringing the benefits of the paths to the attention of the public through maps, brochures and other methods.
- (7) Assist the community development department with preparation of grant applications and pursue the means to implement the city's bicycle/pedestrian path master plan.
- (8) Promote the safe and convenient enjoyment of the city's bicycle/pedestrian paths through safety/educational programs and activities, community events and clinics, and other activities as necessary.
- (9) Perform such other related functions as required by the city council or as requested by the city manager.

(Code 1970, § 0805.5; Ord. No. O-2010-08, 6-3-2010)

Secs. 2-716—2-740. - Reserved.

BPPAC Project Updates 2025

JUNE

ITEMS WITH UPDATES

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	TBD	N/A	2018	N/A	Behind	GIS Project to track and integrate pavement markings. Street Markings included in Flyover collection
Bike Racks	HIGH	P21	Working	N/A	N/A	ongoing	N/A	N/A	The Downtown Infrastructure Project includes the shelter in Railroad Square included as bid alt. The Proposed bike rack locations for the Downtown project were distributed and feedback from was provided to the City Engineer regarding the proposed locations final feedback in June.
Appel Way Trail Paving	HIGH	P7	Delayed	\$ 104,900.00	Even	2028	2028	Behind	Appel Way repaving project, CIP Budgeted in Parks and Rec Trail Maintenance Program. To be constructed Summer 2027
Safe Streets for All Grant	N/A	N/A	Planning	NA	N/A	Spring 2023	January 2025	On Schedule	The 2025 Roadway Safety Plan has been adopted by City Council as of February 5th the scope of the project has been completed. Application period for SS4A programs are currently being received with a deadline of June 26th, 2025. The City has engaged a consultant to assist in applying for this grant.
NHDOT TAP Grant 2018 - Marlboro Street	HIGH	BE22	Working	\$674K	Over	Winter 2018	Summer 2022	Behind	City of Keene has recieved a TAP grant for Complete Street improvements to Marlboro Street that tie into other planned improvements, infrastructure, economic development goals and the Cheshire Rail Trail. Project bid opening was March 4, 2025; bids came in \$1 million high and the City revised and resubmitted the PS&E to NHDOT to allocate additional money to rebid the project again this year.
Safety and Outreach	N/A	N/A	Working	N/A	N/A	Ongoing	January 2025	On Schedule	Safety/Outreach Plan and Request for banner needs to be formalized. Local/Regional two sided map finalized and delivered. Consideration to be utilized for kiosk maps in wayfinding program. Dwight Fischer liasing with Keene Glass Works sign group. May - Bike Month Planning - proclamation made via the Mayor.
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	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 - time to reserve. Score card from previous application distributed in March. Safe Cycling Course at KPL
FY25 Sidewalk Rehab Project	N/A	N/A	Submitted	CIP	Even	Spring 2025	Summer 2025	On Schedule	2025 CIP sidewalk project bids received by the City on March 6th, 2025, the project has been awarded with anticiated construction in spring 2025.
Downtown Infrastructure Project (MAIN STREET)	HIGH	P14	Planning	CIP	Even	Spring 2026	Winter 2028	On Schedule	Final Design approved by MSFI and City Council - to be bid later '25, Phase 1: Central Sq, Church St, Lamson St and Stormwater Utilities on NB Main St between Central Sq/Railroad St. Covered Bike Parking now as Bid Alt not in main project bid. Bike Rack Locations from City Engineer. In final design will be bid in October 2025 for spring 2026 construction.

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Project	PRIORITY	Master Plan Project #	Status	Budget *		Schedule			Updates (status changes and project notes)
				Cost	Status	Start	Finish	Status	
Lower Winchester Street (Roundabout - City Line)	HIGH	P22	Planning	CIP	Even	Summer 2027	Winter 2028	On Schedule	Planned improvements including sidewalks connecting market place in Swanzev and Route 10/Winchester Street. Preliminary design submission April 8th with construction anticipated for 2027.
Jonathan Daniels Trail Maintenance	HIGH	P3	Planning	\$25K	Even	Summer 2025	2026	On Schedule	CIP Budgeted in Parks and Rec Trail Maintenance Program. Weltand Permits, Shoreline repair, rip-rap, bridge replacements.
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 Guide Material for signage sent out for quotes, below RFP/Q cost threshold. Wayfinding and Kiosk maps being ordered, additional maps for Greater Goose Pond/Drummer Hill being created.
West Street - Complete Street	MEDIUM	P19	Planning	\$ 785,275.00	N/A	2027	2029	On Schedule	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. Council request for crosswalk at Pearl/West approved, design completed by Engineering has been installed.
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 public art community. TRAIL LIGHTS NOW INCLUDED HERE
↓Transportation Heritage Trail ↓									
THT Phase 1 - CRT Eastern Ave to 101 (Transportation Heritage Trail) NH	HIGH	P1	Working	\$ 386,400.00	Over	Summer 2025	Spring 2026	On Schedule	Project includes from Eastern Ave - 101 Bridge abutments. Bidding in Summer 2025. Construction planned for summer/fall 2025. City working on ROW and Easment issues with DOT and Landowners.
THT 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. 2025 TAP Grant Letter of Support and grant submitted.
THT Phase 3 - Old Stone Arch Bridge - (Transportation Heritage Trail)	HIGH	P4	Planning	\$ 321,195.00	N/A	2025	N/A	N/A	PFK funding conceptual visuals. LCHIP grant planned for 2022 to fund Planning Study phase. Promotional website and video released with funding donation from PFK. Updates on safety improvement initiatives from Chuck Redfern.
THT Phase 4 - Island Street Bailey Bridge - Swanzev 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 Swanzev Factory Road to create a safe overpass for trail users and creating continuity of the Cheshire Rail Trail towards the Swanzev Town line.
NHDOT Route 101 Improvement Project	HIGH	P23	Planning	NA	Even	2024	2027	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/Swanzev Factory Rd. In preliminary design anticipated construction in 2027.



Invitation to Table at Bike Park Community Night – July 17th

Dear Community Development,

Keene Parks & Recreation is excited to invite your organization to join us at our **Bike Park Community Night on Thursday, July 17th, at the Keene Bike Park!** This event will take place at the Keene Bike Park located in Wheelock Park from 6-7:30pm.

This free event brings together community members for an evening of fun, biking, music, and connection. It is a great opportunity to connect with local families, promote your services, and have fun alongside fellow community partners.

If your organization chooses to participate, you'll be welcome to:

- Set up a table and tent
- Advertise your services and programs
- Engage directly with attendees

We're also asking each participating organization to donate a raffle item to be raffled off at the end of the night. KPRD will provide each attendee with one raffle ticket at the entrance! To confirm your participation or ask any questions, please contact us at braffordvarley@keenenh.gov by Friday, June 27th.

We'd love to have you be part of this fun community celebration!

Warm regards,

-The KPRD Team

Manual Bicycle and Pedestrian Count Instructions

General Instructions

Arrive at least 15 minutes ahead of schedule so you have time to get set up and to get properly oriented

Enter your name, date, location, and start time at the top of your sheet. Start times should always be on the hour (example: 4:00, 5:00 etc). Label the road names on the count form (if they aren't labeled already) and ensure you and the form are properly oriented (N,S,E,W).

Counting Instructions:

- This is a volume count. If somebody passes twice, count them twice.
- Count the number of people on the bicycle, not the number of bicycles.
- Pedestrians include people in wheelchairs or others using assistive devices, children in strollers, etc.
- People using equipment such as skateboards or rollerblades should be counted as pedestrians

How to Fill Out the Form

Turn count forms are provided with a diagram of an intersection. North and landmarks may be provided on the sheets to assist with orientation. If not, mark up the form yourself. Be sure you are oriented properly before you begin counting

There is space provided on the diagrams to count bikes and pedestrians going straight, left, or right coming from each direction of the intersection. The arrows indicate the movement of the bike/pedestrian.

Make a tic mark next to the "B" for a bicycle and a "P" for a pedestrian in the appropriate box. Example: 4 = ||||, 5 = ||||+ or 5 = |||||

Use a separate sheet for each hour you count (4-5, 5-6, 6-7 for example). Do your best to keep track of time, but don't worry about trying to fix things if you lose track of time. The total count is more important.

If you are able, on the bottom left, mark a tic for bicycles who wear helmets, bicycles who ride on the sidewalk, and male and female counts for bicycles only. Also enter information for bicyclers or pedestrians who appear to be under age 16.

This information is supplemental, so only fill this information out if you feel you are up to it! The volume counts are more important. (Note: It can be helpful to fill this section out as the bike/pedestrian approaches, and fill the volume count in once you see where they went.)

Field Notes:

Note if there are any factors that may have affected your count (nearby construction, car accident, a large public gathering etc)

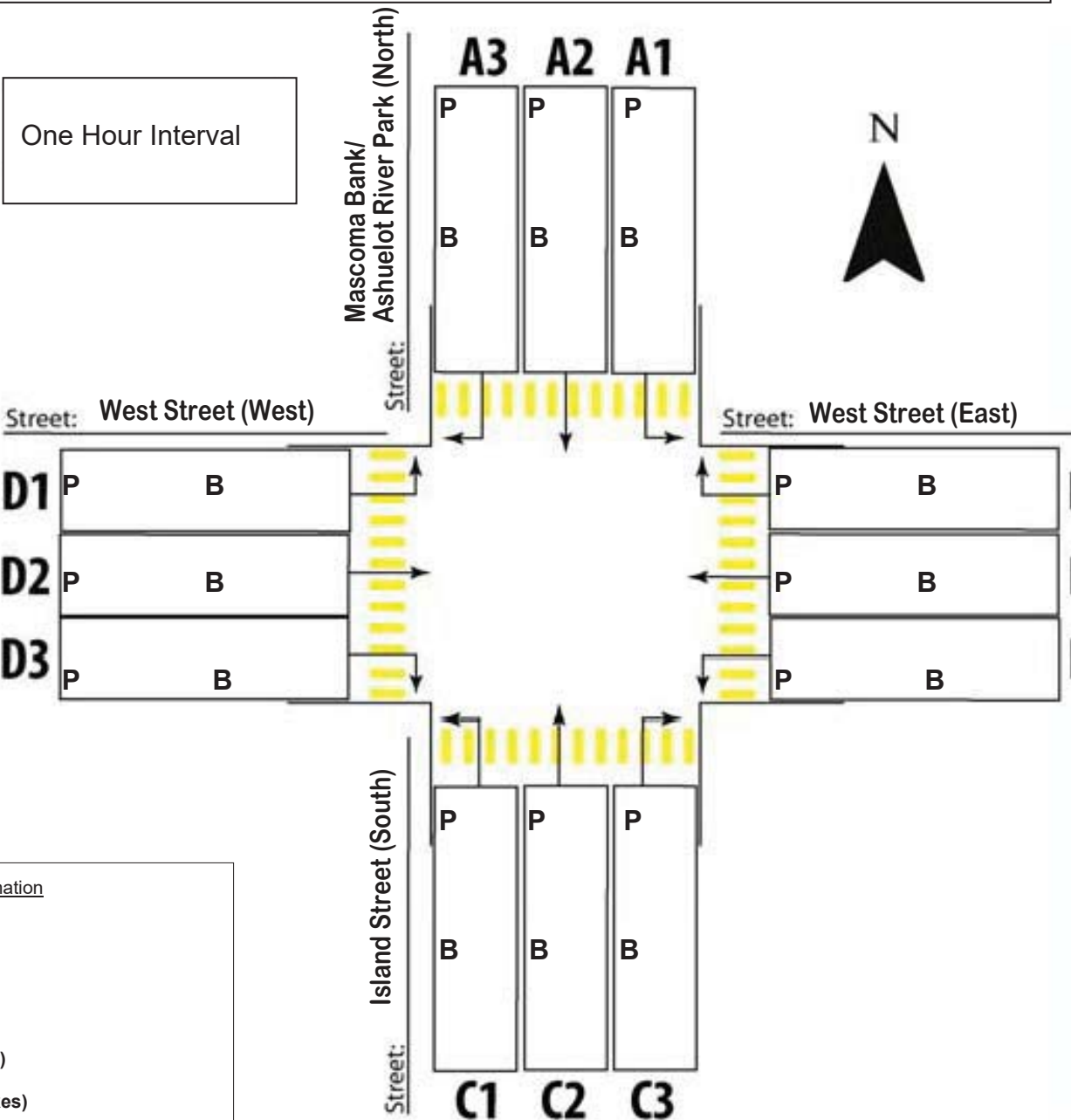
Optional: Note any other general observations (close calls, accidents, falls, people taking shortcuts across a parkinglot, etc.)

Standard Bicycle-Pedestrian Intersection Count Form

Name _____ Location: Station 1 (West/Island St)

Date _____ Weather _____

Start Time _____



- Supplemental Information
- Helmets Worn
 - Bikes on Sidewalk
 - Male (Bikes only)
 - Female (Bikes only)
 - Child under 16 (Bikes)
 - Children under 16 (Pedestrians)

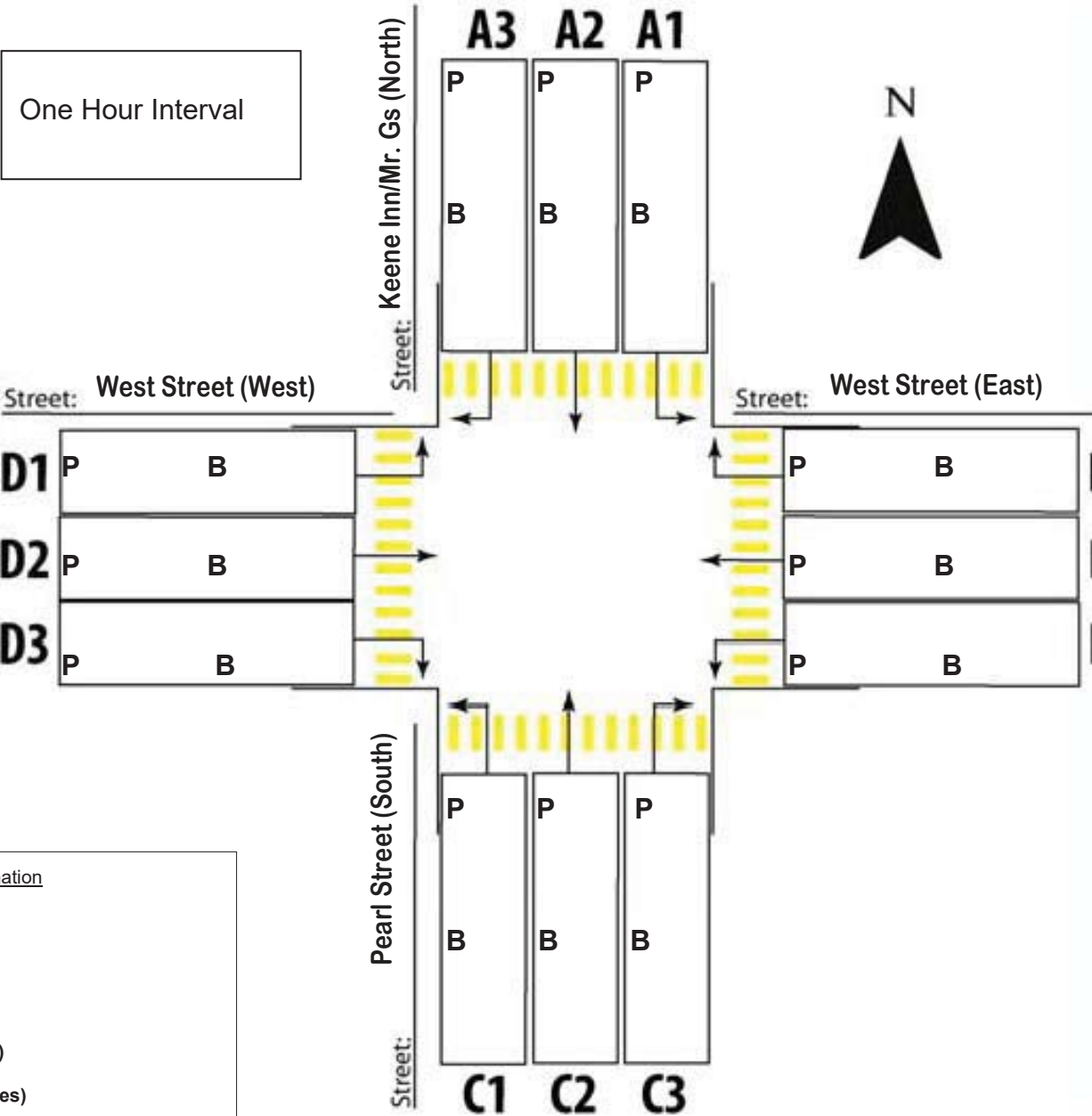
Field Notes: _____

Standard Bicycle-Pedestrian Intersection Count Form

Name _____ Location: Station 2 (West/Pearl St)

Date _____ Weather _____

Start Time _____



- Supplemental Information
- Helmets Worn
 - Bikes on Sidewalk
 - Male (Bikes only)
 - Female (Bikes only)
 - Child under 16 (Bikes)
 - Children under 16 (Pedestrians)

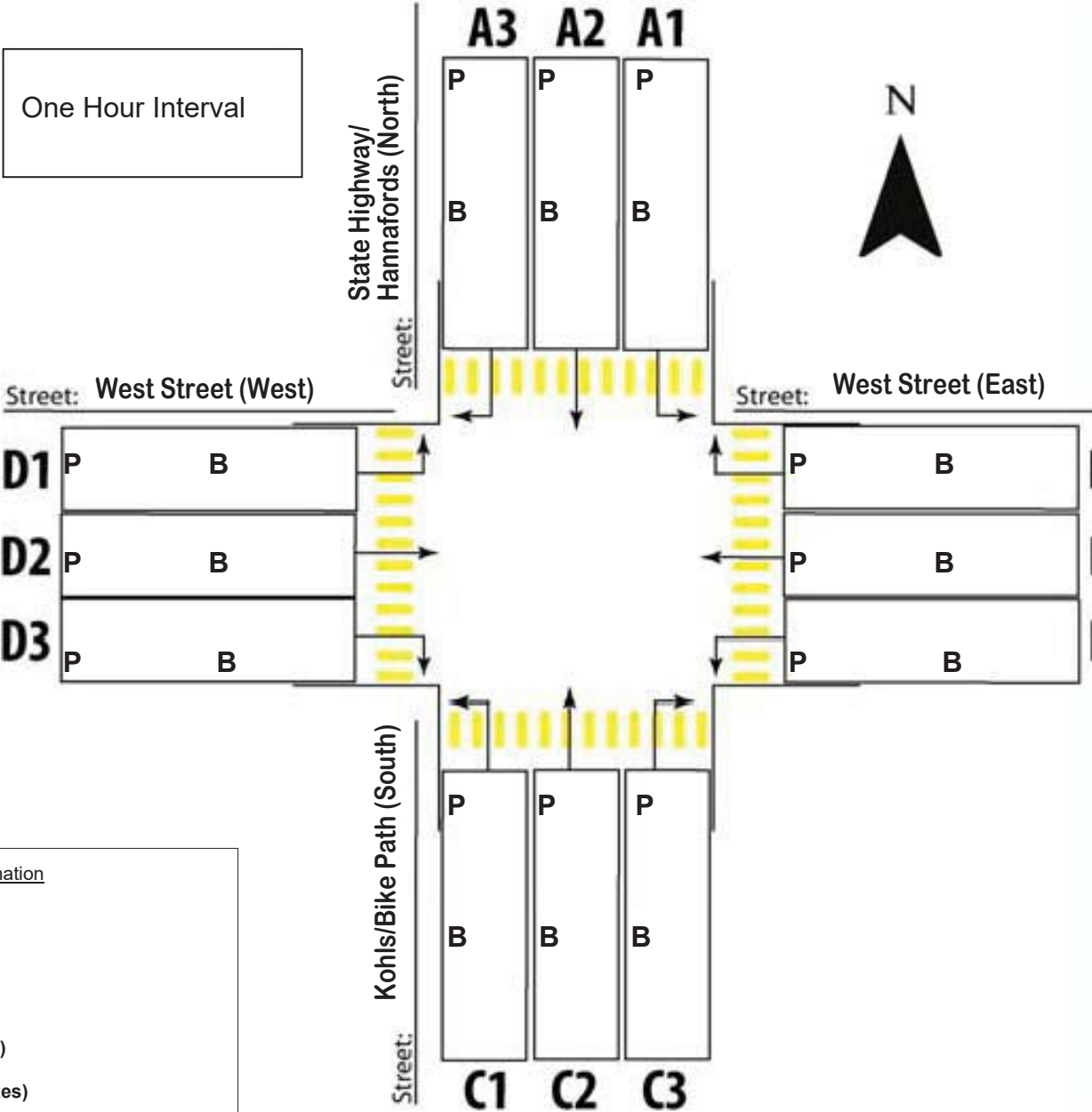
Field Notes: _____

Standard Bicycle-Pedestrian Intersection Count Form

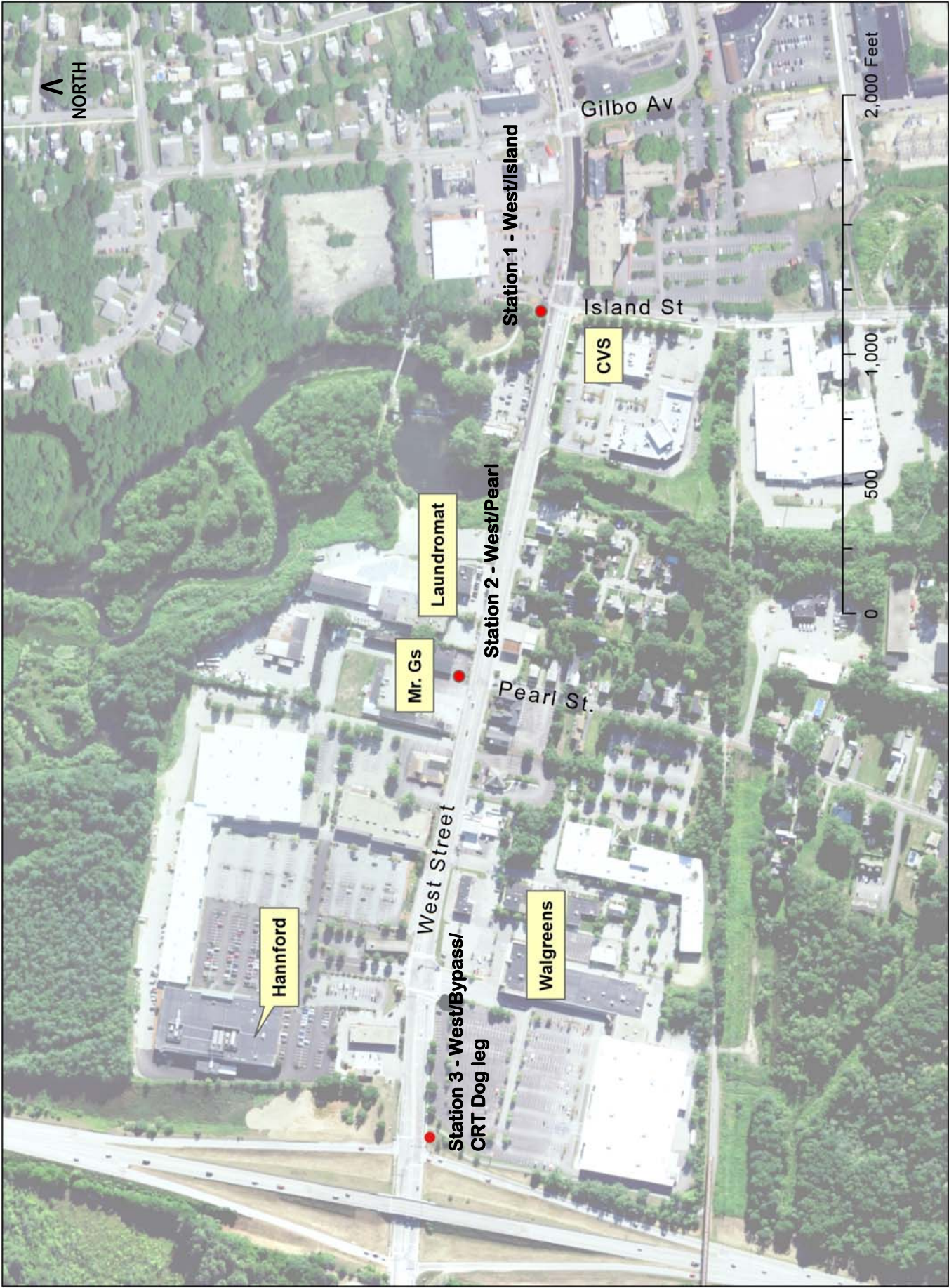
Name _____ Location: Station 3 (Kohl's/Bike Path)

Date _____ Weather _____

Start Time _____



Field Notes: _____



Manual Pedestrian Count/Driver Yielding Study

Version 2

Background

This study represents a hybrid approach of separate studies designed to accomplish each purpose separately. It was developed for use at a specific crosswalk.

- [National Bicycle and Pedestrian Documentation Project Standard Screenline Count Form](#) (p. 3)
- [NHTSA High-Visibility Enforcement on Driver Compliance with Pedestrian Right-of-Way Laws](#) (Appendix B, Appendix K)

Instructions

- Park or stand in an area where you can clearly see both curb/road edges no matter how parking is utilized during the study.
- Utilize the form on the following page.
- When one or more pedestrians approach the crosswalk, note the time if possible (Column 1) and number of people (Column 2).
- **When the pedestrian(s) reach the detectable warning device or boundary of sidewalk/pavement**, do the following:
 - If the pedestrian(s) do not have to yield to any vehicles and cross right away, check the box in Column 3.
 - If the pedestrian(s) cannot cross right away but driver(s) immediately yield to allow them to cross, check the box in Column 4.
 - If drivers do not yield to one or more pedestrians waiting to cross, count and record the number of vehicles in both directions of travel that do not yield (drive through the crosswalk).
- In the definition of pedestrians, count all users of the crosswalk including bicyclists, wheelchairs or others using assistive devices, children in strollers, skateboards, etc.

Count Form

Name: _____

Location: _____

Date: _____

Start Time: _____

End Time: _____

Weather: _____

#	Ped(s) Arrival Time	Num Peds Xing	No Cars (Pedestrian Did Not Have to Wait)	Driver(s) Yielded Immediately	Num Cars Not Yielding	Notes
1			<input type="checkbox"/>	<input type="checkbox"/>		
2			<input type="checkbox"/>	<input type="checkbox"/>		
3			<input type="checkbox"/>	<input type="checkbox"/>		
4			<input type="checkbox"/>	<input type="checkbox"/>		
5			<input type="checkbox"/>	<input type="checkbox"/>		
6			<input type="checkbox"/>	<input type="checkbox"/>		
7			<input type="checkbox"/>	<input type="checkbox"/>		
8			<input type="checkbox"/>	<input type="checkbox"/>		
9			<input type="checkbox"/>	<input type="checkbox"/>		
10			<input type="checkbox"/>	<input type="checkbox"/>		
11			<input type="checkbox"/>	<input type="checkbox"/>		
12			<input type="checkbox"/>	<input type="checkbox"/>		
13			<input type="checkbox"/>	<input type="checkbox"/>		
14			<input type="checkbox"/>	<input type="checkbox"/>		
15			<input type="checkbox"/>	<input type="checkbox"/>		
16			<input type="checkbox"/>	<input type="checkbox"/>		
17			<input type="checkbox"/>	<input type="checkbox"/>		
18			<input type="checkbox"/>	<input type="checkbox"/>		
19			<input type="checkbox"/>	<input type="checkbox"/>		

Count Form

Name: _____

Location: _____

Date: _____

Start Time: _____

End Time: _____

Weather: _____

#	Ped(s) Arrival Time	Num Peds Xing	No Cars (Pedestrian Did Not Have to Wait)	Driver(s) Yielded Immediately	Num Cars Not Yielding	Notes
1			<input type="checkbox"/>	<input type="checkbox"/>		
2			<input type="checkbox"/>	<input type="checkbox"/>		
3			<input type="checkbox"/>	<input type="checkbox"/>		
4			<input type="checkbox"/>	<input type="checkbox"/>		
5			<input type="checkbox"/>	<input type="checkbox"/>		
6			<input type="checkbox"/>	<input type="checkbox"/>		
7			<input type="checkbox"/>	<input type="checkbox"/>		
8			<input type="checkbox"/>	<input type="checkbox"/>		
9			<input type="checkbox"/>	<input type="checkbox"/>		
10			<input type="checkbox"/>	<input type="checkbox"/>		
11			<input type="checkbox"/>	<input type="checkbox"/>		
12			<input type="checkbox"/>	<input type="checkbox"/>		
13			<input type="checkbox"/>	<input type="checkbox"/>		
14			<input type="checkbox"/>	<input type="checkbox"/>		
15			<input type="checkbox"/>	<input type="checkbox"/>		
16			<input type="checkbox"/>	<input type="checkbox"/>		
17			<input type="checkbox"/>	<input type="checkbox"/>		
18			<input type="checkbox"/>	<input type="checkbox"/>		
19			<input type="checkbox"/>	<input type="checkbox"/>		

BPPAC Downtown Infrastructure Project - Proposed Bike Rack Location feedback

Summary from March 12 2025 Minutes/Discussion

BPPAC in favor as is:

Placements 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. Bump-out location adds a visual and physical barrier to slowing down cars.

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.

BPPAC identified changes/needs:

Additional bike racks were for the eastern side of Main Street (Emerald-Gilbo-Central Sq), prompting a discussion about whether additional coverage was needed. Is there a gap in coverage?

Ensuring sufficient bike parking in the Central Square, 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.

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 Railroad Street or the Co-op. Members questioned whether this placement was too remote to be useful for cyclists entering Railroad Square.

Gilbo Ave area: need placement of bike racks near the Farmers Market and the Cheshire Rail Trail corridor.

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. emphasis on the need to reconsider placement to ensure accessibility and usability for those entering downtown via the trail.

Concerns about placing an existing bike rack near The Corner News and Yolo buildings, 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, makes it an easy target for theft.

Clearer symbolization of the locations - the bike rack icons appear too small and faint— Suggested making the symbols more distinct and visible to ensure they are easily identifiable.