



BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE
AGENDA

Wednesday, August 13, 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) Reading of Mission Statement**
- 3) Adoption of Minutes – July 9, 2025**
- 4) Safety and Outreach**
 - a) Downtown Project – Final Updates to Recommended Rules
 - b) Bike-Walk Alliance of NH – Safer Streets Initiative
 - c) Annual Report to City Council
 - d) Bicycle & Pedestrian Master Plan Update
 - e) Bike & Pedestrian Yield Count Updates
- 5) Regular Project Updates**
 - a) Transportation Heritage Trail Construction Timeline
- 6) Volunteer Opportunities**
- 7) Old Business**
- 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 – September 10, 2025**

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



Bicycle / Pedestrian Path Advisory Committee:

Committee Charge:

Promotes communication and exchange of ideas and concerns among users of the city's bicycle/pedestrian paths and facilities, city staff and the city council; Makes reports and recommendations to the city council and city staff with respect to the development and management of bicycle/pedestrian facilities; Serve as an advocate for the interest of the city's bicycle/pedestrian infrastructure; Assist the city with publicity for the bicycle/pedestrian system; Coordinate and assist the City in the preparation and adoption of an up-to-date bicycle/pedestrian master plan as well as assist in the preparation of grant applications and pursue the means to implement the city's bicycle/pedestrian master plan; Promote the safe and convenient enjoyment of the city's bicycle/pedestrian paths and facilities through safety/educational programs and activities, community events and clinics, and other activities as necessary.

Functions and Guidelines: *(from Sec. 2-715 of City Code)*

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 planning department and the state department of transportation in the coordination of the preliminary and final design of the downtown bike path and other bike/pedestrian pathway facility projects as they may be developed in the future.
- (2) Assist the planning 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 planning 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.

City of Keene
New Hampshire

BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE
MEETING MINUTES

Wednesday, July 9, 2025

8:15 AM

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

Members Present:

Samantha Jackson, Chair
Rowland Russell, Vice Chair
Michael Davern
Councilor Edward Haas
Jan Manwaring
Charles Redfern, Alternate
Andy Holte, Alternate (Voting)

Staff Present:

William Schoefmann, GIS Coordinator

Members Not Present:

Dwight Fischer
Autumn DelaCroix
Diana Duffy, Alternate

1) Call to Order, Roll Call & Welcome

Chair Sam Jackson called the meeting to order at 8:16 AM. Mr. Andy Holt was recognized as a voting member for the meeting.

2) Adoption of Minutes

Chair Jackson and Mr. Will Schoefmann discussed the need to formally adopt the meeting minutes from April, May, and June due to a recording failure at a previous meeting that left gaps in documentation (e.g., motions made were not captured). Mr. Schoefmann noted that any edits, especially those from the Chair, should be sent to the minute taker. Chair Jackson did not have the edits with her at that moment, but agreed to proceed. They briefly confirmed that there were no edits for the June minutes and decided to move forward with adoption.

Chair Jackson moved to approve the April 2025 minutes, which Dr. Rowland Russell seconded. With all in favor and no opposed, the April 2025 minutes were approved. Next, Chair Jackson moved to approve the minutes from May 2025. Mr. Holt seconded. With all in favor and no opposed, the May 2025 minutes were also approved. Lastly, with no suggested edits, Chair Jackson moved to approve the minutes for June 2025. Ms. Jan Manwaring seconded. With all in favor and no opposition, the minutes from June 2025 were approved.

3) Safety and Outreach

A) Pavement for Bike Lanes in the Downtown Project

Chair Jackson introduced the following agenda item on safety and outreach related to pavement markings for bike lanes in the downtown project. She reminded the group that they were expected to make a recommendation based on Mr. Ruoff's presentation from the previous meeting. Chair Jackson suggested prioritizing clarity and effectiveness in marking bike lanes, ensuring they are designated, rather than insisting on using green paint, which has been a source of community pushback due to perceived costs. She noted that avoiding that controversy might be beneficial.

Councilor Haas explained that the options for the bike lanes were either using different colors or relying solely on markings while keeping the pavement a uniform color. He noted that intersections will already have distinct color treatments and designated transition zones. Given that, he suggested that for the shorter stretches between intersections (about 60 feet), it might be sufficient to use just markings without additional coloring and asked for others' thoughts on that approach.

Chair Jackson expressed support for Councilor Haas's idea, suggesting that using minimal but clear markings, such as painted bike symbols, could help communicate the bike lane's purpose over time without requiring dramatic visual changes. He acknowledged it might not be a perfect solution, but he saw it as a reasonable starting point.

Dr. Russell suggested following the example of Park Avenue, where both sharrows and painted bike symbols were used to build community awareness. Councilor Haas acknowledged that these markings would wear over time and may require maintenance. Still, he framed it as a manageable issue, arguing that it is better to take a flexible, lower-cost approach while the community learns and adapts. Dr. Russell agreed, noting that some differentiation is still necessary, but supported the idea of minimizing capital investment while refining the long-term solution.

Councilor Haas asked if they were recommending anything. Chair Jackson responded, wondering whether a comparative price list had been provided. Chair Jackson recalled that adding green pigment to concrete is the most expensive option. Mr. Schoefmann confirmed and noted that any colorization or stamping of pavement adds significant cost. While other colors might seem cheaper, green is the federally recognized standard under the MUTCD (Manual on Uniform Traffic Control Devices), which the city is expected to follow.

Mr. Davern noted that since green is already used and recognized by the public for bike lanes, introducing a different color could confuse. Even though existing green areas will be replaced during construction, people have learned to associate green with bike lanes, whereas a color like red might be misinterpreted as signaling danger.

Mr. Schoefmann explained that red treatments have been used before, often as imprinted patterns on sidewalks, but the city is likely moving away from that in the downtown area. He noted that while people have become familiar with those treatments, they are generally more expensive. He emphasized that the more decorative or "fancy" the treatment, the higher the cost, highlighting the tradeoff between visual appeal and budget. He also mentioned he had not received follow-up details from Mr. Ruoff regarding costs, but that he likely had those numbers.

77 Dr. Russell proposed that the group’s recommendation emphasize choosing the most cost-effective
78 option that still provides clear surface differentiation. He also highlighted Councilor Haas’s earlier
79 point about reinforcing crossings and boundary zones. Overall, he suggested the committee offer
80 this feedback and trust City Staff to make the final decision based on those priorities.

81
82 Councilor Haas asked if the committee would be satisfied with an approach of using no color, if
83 clear striping and bike symbols are used to define and differentiate the bike lanes. Mr. Schoefmann
84 agreed, emphasizing the importance of using boundary-defining stripes along with symbols to
85 ensure the lanes are marked and understood.

86
87 Mr. Holt asked whether the committee needed to make a firm recommendation now or if they
88 could wait for more information from Stantec, as previously discussed. Mr. Schoefmann responded
89 that the committee could make a tentative recommendation while he follows up with Mr. Ruoff to
90 check on the status of that information. He added that the recommendation could be framed as
91 “pending additional consultant input,” in case a decision needs to be made before further details
92 are received.

93
94 Councilor Haas emphasized the importance of the committee being proactive and visible, noting
95 they have been silent to MSFI and the City Council for some time. He proposed sending a letter
96 outlining the committee’s recommendations on bike lane markings, acknowledging that color
97 options may be dropped due to cost. He suggested the letter clearly state both the committee’s
98 minimum and maximum acceptable treatments to help guide decision-making and ensure the
99 committee’s voice is part of the conversation.

100
101 Dr. Russell supported the idea of sharing the committee’s input, but favored presenting it as
102 preliminary feedback rather than a firm recommendation. He suggested framing it as the
103 committee’s “current thoughts, pending additional information,” to allow flexibility. Since City
104 Staff and consultants have more detailed information, he felt it was more appropriate to leave room
105 for adjustment as that data becomes available.

106
107 Councilor Haas offered to draft a note summarizing the committee’s position, framing green as
108 the ideal option and striping with symbols as the minimum acceptable solution. He asked whether
109 the group preferred an informal note or a formal motion. Dr. Russell agreed they should come out
110 of the meeting with a clear message and emphasized it did not need to be a formal letter, just
111 something informational. He supported making a motion that outlines their current thoughts: to
112 pursue the most cost-effective solution that still clearly differentiates the bike lane surface and
113 gives special attention to crossings, pending additional information. Ms. Manwaring seconded the
114 motion.

115
116 Mr. Redfern suggested the committee be more specific in its motion by stating that the pending
117 information is expected from the city's consultant, Stantec. He emphasized naming the source to
118 ensure clarity about where the information needed is coming from. Dr. Russell agreed and
119 supported amending the motion accordingly.

Councilor Haas suggested refining the committee's message by clearly stating both minimum and maximum preferences for bike lane differentiation. Rather than using vague language, he advocated for providing specific guidance to help define what levels of treatment the committee considers acceptable.

Mr. Holt advocated for using textured surface treatments as a more durable, low-maintenance option compared to painted markings. Dr. Russell agreed, emphasizing that while the committee is offering input, their most important request is for more detailed information from Stantec about available options and associated costs. Both underscored the need for this data to make a truly informed recommendation.

When asked by Mr. Schoefmann whether they were amending the motion, Councilor Haas clarified that the only change to the motion was specifying that the committee is awaiting additional information from Stantec. Dr. Russell confirmed that no other alterations were made, and the motion was formally amended to include Stantec by name.

The group confirmed they would finalize and submit the amended motion, which includes a reference to Stantec. Councilor Haas and Dr. Russell noted the timing aligns with the third week in July for the MSFI meeting. Mr. Schoefmann acknowledged the timeline, and the committee proceeded to a vote. The amended motion passed unanimously.

B) Letter of Support for RTP Grant

Chair Jackson brought up the RTP grant support letter she had written, joking that it felt like it had been written ages ago. Mr. Schoefmann confirmed that the letter had been submitted and was unsure why it was still on the agenda, possibly just for a recap. They reviewed that Deputy City Manager, Andy Bohannon, submitted the grant for the trestle bridge project along the Ashuelot Rail Trail. They recalled previous discussions and confirmed that the letter reflected those talking points. Chair Jackson expressed hope that the grant would be awarded.

Mr. Schoefmann said he would check the website to determine when the RTP grant decision is expected and will keep the item on the backburner until more information becomes available. Mr. Redfern agreed, but emphasized the importance of proactively tracking the timeline rather than passively waiting, noting that stakeholders have contributed funds and deserve to know when a decision will be made.

4) Regular Project Updates

Mr. Schoefmann shared that the wayfinding signs are currently in production, likely by a company called "Wood Signs", with installation and delivery expected by August or early September. Additional trail maps, styled to match the regional and Drummer Hill maps, will also be created by the end of summer. He referred to an upcoming meeting among the organizations involved in the map project to discuss where the new trail map PDFs can be posted online so that they will be available on multiple organizational websites.

Councilor Haas asked what group Mr. Schoefmann was referencing. Mr. Schoefmann explained that several key stakeholders, including the city, Southwest Region Planning Commission, MRRTC, and Pathways for Keene contributed funding and effort to the trail map project. He reiterated that there was an intentional delay in publicly sharing the map PDFs to give bike shops and other contributors, who had invested in and were selling the maps, time to recover their costs. He believes that now everyone is likely to be aligned to make the maps freely available online.

Chair Jackson recognized Dr. Russell. Dr. Russell asked when construction on Phase One of the Transportation Heritage Trail is scheduled to begin and whether it would start this summer. Mr. Schoefmann responded that the project is still in the early phases, including easement and abutter negotiations, which are standard for federally funded projects. He noted that while bidding is expected in summer 2025, groundbreaking could occur in late summer or fall, depending on progress, but no firm timeline has been set yet.

Mr. Redfern inquired whether the final design for the Transportation Heritage Trail is currently being finalized. Mr. Schoefmann confirmed that it is, noting it's under Mr. Ruoff's purview and explained that he had already asked Mr. Ruoff for updates. Mr. Redfern asked if he could be invited to the next meeting to provide a full report, to which Mr. Schoefmann agreed.

Mr. Holt asked about a sidewalk project listed on the first page of a document, wondering if it was scheduled for completion this summer. Mr. Schoefmann explained that sidewalk rehab and construction are recurring annual projects funded through the CIP, like road maintenance. While he could not recall all the specific locations offhand, he mentioned that Mr. Ruoff had reviewed them in a past packet and offered to look it up. He added that it is also contained within the CIP, which is available on the city website as a searchable PDF document. He also noted a current rehab project happening across from Keene State on Winchester Street.

Councilor Haas acknowledged that sidewalk repairs are a frequent concern for residents. Mr. Schoefmann agreed, noting that they are costly. While many sidewalks are still made of asphalt, the city is gradually replacing them, primarily with concrete, despite the higher cost. He also pointed out that the city's standard for granite curbing adds additional cost to these projects.

Mr. Schoefmann asked if anyone had additional project updates to discuss. Councilor Haas mentioned that the WOW (Ward Optimization Work) weeks were approaching and encouraged members to quickly report any needed ward-level repairs through the "See Click Fix" platform, which Mr. Redfern praised as effective in his ward. Mr. Holt agreed, but noted that responsiveness can vary depending on the type of request. Ms. Manwaring then brought up the long-standing delays at the intersection of Grove and Marlboro Streets, noting that improvement plans have been in place for years without resolution.

Mr. Schoefmann explained that the Marlboro Street project is currently stalled due to coming in over budget by \$1 million. Councilor Haas explained that it required a redesign and state review to determine if additional funding will be provided, noting that the project began as far back as 2016. Councilor Haas added that a 10-year timeline for such projects is, unfortunately, not uncommon.

Councilor Haas asked if Mr. Schoefmann had an update on the Prowse Bridge. Mr. Schoefmann stated that he did not, but brought up the previous update for members to see. Mr. Redfern shared an update on the Prowse Bridge project, recalling a conversation with Mr. Mike Kowalczyk about a lesser-known program called Federal Grant-in-Aid that could cover the 20% local match typically required for federal grants. For the bridge, the 20% amounts to around \$3.9–\$4 million. While Pathways for Keene aims to raise \$400,000, and the City is expected to contribute a similar amount, this program could significantly reduce the local funding burden. Mr. Redfern noted that Mr. Don Lucier is now actively researching the program, which has available funds and has not been widely publicized.

Councilor Haas asked whether the program was public or private, and Mr. Redfern clarified it involves federal funding, with another agency helping to cover the local match—essentially providing "free money" to meet the required 80/20 split.

Councilor Haas explained that while not a physical project, the committee is required to report on its accomplishments from the past year or two. He confirmed that this is part of a scheduled report-out to City Council, typically due in July. Although the process is still evolving, he emphasized the importance of including every committee in the reporting effort. He shared his draft summary for 2024 and 2025, which currently only consists of the Kiwanis event for the upcoming year, and asked the group if they had any additional items to include.

The group collaborated on compiling accomplishments for the committee's 2024–2025 report. They agreed to list continuing efforts like community development, Earth Day cleanups, and letters of support for grants, estimating that two were submitted. Dr. Russell suggested combining the 2024 and 2025 lists to streamline the report and make the committee's work appear ongoing rather than front-loaded. They also agreed to include ongoing consultations about bike lane installation and wayfinding signage, as well as to add upcoming projects, such as bike counts.

Councilor Haas asked the group to contribute ideas for opportunities, headwinds, and challenges to include in the committee report. He acknowledged that while the challenges are numerous, the goal is to highlight key points. Dr. Russell added that the committee's earlier discussion and input on surface treatments for the protected bike lanes should also be included in the report as a recent and relevant accomplishment.

Mr. Redfern raised the topic of promoting tourism in Keene through bicycle and pedestrian infrastructure, questioning whether the committee had actively contributed to that effort. Councilor Haas and Chair Jackson acknowledged it hadn't been addressed, identifying it as a challenge or missed opportunity. Chair Jackson also noted broader challenges, such as declining federal funding and rising project costs, which further complicate efforts to advance transportation and tourism initiatives.

Councilor Haas facilitated a brainstorming session to identify opportunities and challenges for the committee's 2024–2025 report. He encouraged members to focus on actionable items for the current year and to keep the final document concise and readable. Ideas included:

- Viewing the future West Street project as a long-term opportunity.
- Promoting green bike infrastructure and urban hiking initiatives, like “*Keene Walks*.”
- Strengthening the local bike/walk community and increasing public engagement.
- Enhancing collaboration with groups like MMRTC and Monadnock Outdoors to increase input and visibility.
- Continuing visible community outreach through small bike repair pop-ups.
- Addressing the long-standing challenge and opportunity of establishing accessible bike rentals to boost tourism.

Councilor Haas proposed compiling these into a one- or two-page bulleted summary, using a small font and tight margins for efficiency, with the hopes of finalizing and adopting it at the next meeting, thereby maintaining the committee’s visibility and leadership. Mr. Schoefmann requested that the document be sent to him upon completion and offered to assist in turning it into an infographic.

Councilor Haas prompted Mr. Davern to share any priority issues he had in mind. Mr. Davern highlighted challenges related to access and parking for trailheads, particularly for mountain biking. While improvements have been made, such as the new lot on Surrey Road near Goose Pond, other areas like Drummer Hill, Green Acres, and Drummer Road still struggle with limited parking, causing people to park along roads like Timberlane Drive. He emphasized that if the city and local organizations want to promote mountain biking as a tourism asset, they need to invest in supporting infrastructure, including adequate parking, signage, and trailhead amenities. Simply encouraging visitors without providing those resources is ineffective.

Dr. Russell noted confusion around parking near the start of the Ashuelot Rail Trail at the Emerald Street pocket park, mentioning that visitors often don’t know where to access the trail and sometimes park near businesses like Domino’s. He identified this as a wayfinding and signage issue, complicated by the lack of a formal parking agreement with the Center at Keene. Councilor Haas agreed and suggested adding it to the list of challenges, noting there is a potential opportunity in collaborating with nearby lots like Kohl’s, which could benefit from increased foot traffic.

Chair Jackson raised a concern about a narrow, hard-to-navigate gate near Kohl’s where the bike path wraps around. The gate is difficult to pass through with a bike due to its width and a nearby concrete curb, prompting him to ask what could be done to make it more accessible. Mr. Schoefmann explained that altering the curb could require going through city planning and code processes for approval.

Councilor Haas suggested starting the conversation by submitting a request through SeeClickFix. Dr. Russell noted it might be a long-term effort, but it was worth pursuing. Mr. Davern and others pointed out that the narrow gate may have been intentionally designed to slow traffic or serve a different, non-bike-related purpose, such as access for maintenance. He cautioned that raising the issue could backfire, leading the property owner (like Kohl’s) to close off the gate rather than improve access. This sparked discussion about the broader risk of businesses restricting bike access when concerns are raised. Nonetheless, the group agreed it was a valid issue worth further

exploration, with the understanding that it would require careful navigation of ownership, intent, and planning protocols.

Councilor Haas concluded the discussion by confirming he will prepare the committee's summary letter, dress it up with an infographic, and have it ready to send after the next meeting. He closed by thanking the group and signaling the end of the conversation.

5) Volunteer Opportunities

A) Parks & Rec Community Night at Bike Park- July 17th & July 31st from 6:00 pm- 7:30 pm

Chair Jackson announced two upcoming Parks and Rec Community Night events offering opportunities for the group to participate. The first is on July 17th at the bike park, and the second is on July 31st at Pat Russell Park. Mr. Schoefmann encouraged members to email him by the end of the week if they wanted to contribute, mainly focusing on the July 31st event due to the timeline and the fact that Chair Jackson is not available for the 17th. While the committee lacks a formal banner, they plan to bring a trail map display and possibly contribute maps to the event raffle.

The group lightheartedly acknowledged the Energy and Climate Committee's impressive branding and materials, highlighting the need for BPPAC to improve its own visibility. Mr. Redfern mentioned that Pathways for Keene (PFK) would have a table at the event and suggested that BPPAC could either coordinate with them or share their space. Mr. Schoefmann agreed, noting it was an excellent opportunity to build on PFK's presence. Mr. Davern added that the event would feature food trucks, Kona Ice, and small giveaways from Parks and Rec for kids. Both Mr. Redfern and Mr. Davern noted that each participating organization would contribute an item to be included in a raffle.

Mr. Schoefmann and Mr. Redfern discussed including trail maps as a giveaway item. They agreed it was a good idea, though Mr. Schoefmann joked about being reluctant to part with his personal copy. They noted only a couple of maps remain and acknowledged it might be time to print a second batch, which they have funding for.

B) Yield Counts for West Street Reconstruction Project- Training on July 9th & Sign-up Schedule.

Mr. Schoefmann then shifted to yield and bike/pedestrian counts for West Street, noting that a sign-up poll would be sent out this week for 2-hour time blocks. Locations include:

- **Station 1:** Pearl Street and West Street intersection
- **Station 2:** Island Street near Ashuelot River Park
- **Station 3:** Kohl's parking lot area

They also discussed potential count locations on Main Street, particularly the Emerald Street crossing and the chicane near Gilbo Ave, as promising candidates for yield counts due to heavy traffic and pedestrian movement.

The group considered whether to focus only on yield counts or include pedestrian and bike counts as well, recognizing the challenges of doing both simultaneously, especially in high-traffic areas like Ashuelot River Park. Mr. Schoefmann noted that a buddy system might be needed at busier sites.

They agreed that the Pearl Street intersection should still be observed post-signal installation to evaluate its effectiveness. Mr. Redfern and others shared anecdotal concerns about drivers ignoring the signal.

Mr. Schoefmann committed to finalizing and sending out the signup sheet this week, aiming to complete the counts within July. He also offered to answer questions after the meeting and reminded everyone that the instructions are detailed and should help guide the process.

6) Old Business

With no old business to discuss, Chair Jackson moved on to new business.

7) New Business (items to be included for next meeting)

Mr. Redfern requested that Mr. Schoefmann distribute the memo or letter that includes his request to insert “Stantec” to the group. He wanted it sent out before the next meeting. Mr. Schoefmann clarified that it would be part of the motion from the committee and sent as an informational item to MSFI. Mr. Redfern also asked for Bryan Ruoff or possibly Don Lussier to attend the upcoming meeting. Mr. Schoefmann said it would likely be Mr. Ruoff.

Councilor Haas suggested the committee begin each meeting by reading its mission statement to refocus on its purpose and ensure alignment with its goals. Mr. Schoefmann supported the idea and proposed implementing it at the next meeting without needing a formal motion. Chair Jackson agreed and recommended placing it early in the agenda, between roll call and adoption of minutes, to help members stay grounded. Mr. Andy Holt also revisited the topic of potentially renaming the committee, suggesting that terms like “transportation alternatives” be considered. The group acknowledged this could evolve into a subgroup to explore name ideas informally.

Mr. Redfern expressed support for including “alternative transportation” in the committee’s name, but emphasized the importance of not losing sight of the committee’s core focus—the trail system. He reminded the group that the current name, “*Bicycle Pedestrian Path Advisory Committee*,” was chosen to highlight that emphasis, particularly during the development of significant projects like the trail system. He cautioned against any name change that might downplay that ongoing priority.

Dr. Russell noted that the idea of creating a strategic plan for the committee has come up periodically, though it is unclear where it was left. Drawing on his experience as a strategic planning consultant, he advised that revisiting the committee’s name or mission without a strategic plan would be ineffective. He recommended that any changes to the name or mission be made as part of a broader strategic planning process.

Mr. Schoefmann noted that the committee has a CIP project for a Bicycle and Pedestrian Master Plan and emphasized the need to move it forward. He mentioned discussing this with Mr. Andy Bohannon and suggested formally inviting him to the next meeting to discuss the plan. The group agreed this was a great idea. Chair Jackson suggested keeping the counts on the agenda as an item to allow for discussion should the counts be completed before the next meeting.

8) More Time

A) Website

Mr. Schoefmann mentioned that the city is using a new platform for hosting agendas, and he now has login access. He noted there may be an opportunity to make updates himself or collaborate with his team or the Communications Department, which manages the site. The group pointed out that the site looks very similar to the previous version.

B) Community Bike Share

Mr. Schoefmann brought up the topic of community bike share, referring to past discussions about Keene City Green Bikes. He noted that establishing a bike share program has long been both a challenge and an opportunity, especially since the city has a strong trail system, but limited options for visitors or residents without bikes to take advantage of it.

Mr. Redfern suggested inviting the owner of the new bike repair shop to a future meeting to discuss potential collaboration, such as bike rentals for tourists. Mr. Holt confirmed that the owner, Josh, is interested in attending and needs a reminder in advance. They agreed he would be a valuable addition to the conversation, given his substantial investment in bike repair and his shop's proximity to the trail system.

Mr. Davern shared that a friend who previously moved to Keene from Ohio operated a successful bike rental business on a rail trail there, which they continue to run remotely. While his friend likely isn't interested in starting a similar venture in Keene, he might be willing to share insights and experiences. Mr. Redfern and Mr. Holt agreed that what's needed is a clear template for launching a local bike rental model. They suggested inviting both Josh (the local bike repair shop owner) and Marcus to a future meeting, noting that their differing perspectives could create productive synergy and potentially lead to collaboration. Dr. Russell suggested putting the community bike share and bike rental input on the agenda for the September meeting.

Mr. Holt recommended that the group explore the model used by ShiftNWT.org, a nonprofit community bike share program in Yellowknife, Canada. The initiative, grant-funded initially, focuses on providing bikes for local transportation rather than tourism. He offered to share the website and an interview with its founder. Mr. Schoefmann noted that he and Mr. Bohannon had previously explored different bike share models, community-based, privatized, and hybrid, through interviews with vendors, though many were cost-prohibitive. He added that success depends on having a dedicated champion or two to lead the effort. Mr. Davern shared that he has another friend in Burlington who runs a mobile bike rental service with a van to relocate bikes as

needed. Mr. Davern shared with Mr. Schoefmann that his friend's name is Pete Hills. Mr. Schoefmann asked Mr. Davern to share his e-mail so that he could ensure he gets a copy of the agenda.

Dr. Russell emphasized the importance of considering accessibility in discussions about bike rentals and trail use. He noted that the Monadnock Outdoors group has been focused on this topic, including conducting surveys and inventorying accessible equipment across the county. He suggested the committee keep accessibility in mind as they explore rental and repair options. He mentioned he would raise the idea at the next Monadnock Outdoors meeting to see if someone from that community could join a future BPPAC meeting to contribute to the conversation.

Chair Jackson announced the upcoming community bike ride on Thursday, July 18th, starting at 5:30 PM from Fire Dog Breads. She encouraged participants to arrive a bit early for safety instructions and coordination. Pam will be on vacation, so Chair Jackson will lead the ride with support from anyone willing to assist. The group is expected to return to Fire Dog Breads by 6:30 PM.

C) Public Art & Trails Updates

Dr. Russell shared that both the Friends of Public Art and the Historical Society are interested in creating an art-infused historic map of Keene's former rail routes once the abutment near Eastern Avenue is revealed during the upcoming Transportation Heritage Trail work. Although the work likely won't begin until 2026, Mr. Schoefmann recommended starting communication with City Staff now to integrate the project into future planning.

Additionally, Dr. Russell mentioned that the Friends of Public Art are collaborating with a local artist from Dublin on a pilot outdoor sculpture installation at Pat Russell Park. The goal is to eventually place rotating sculptures along the rail trails, an idea previously supported by feedback from the UNH Cooperative Extension. He will notify the group once the first sculpture is installed.

9) Next Meeting: August 13, 2025

10) Adjournment

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

Respectfully submitted by,
Amanda Trask, Minute Taker

Reviewed and edited by,
Megan Fortson, Planner

From: [William Schoefmann](#)
To: [Councilor Edward Haas](#); [Sam Jackson](#)
Cc: [Megan Fortson](#)
Subject: RE: BPPAC meeting Aug 13 agenda item #1
Date: Friday, August 1, 2025 4:22:05 PM
Attachments: [image001.png](#)

Hi Ed,
We'll get this on the agenda.

Thanks,
Will
Will Schoefmann
GIS Coordinator
IT/KGIS

3 Washington Street
Keene, NH 03431
(603) 357 9802 | KeeneNH.gov
Report Issues: [SeeClickFix/Keene](#)
Visit: [KGIS Data Site](#)



From: Councilor Edward Haas <ehaas@keenenh.gov>
Sent: Friday, August 1, 2025 10:08 AM
To: William Schoefmann <wschoefmann@keenenh.gov>; Sam Jackson <ahtnamasjackson@gmail.com>
Subject: BPPAC meeting Aug 13 agenda item #1

Will, Sam, with the activity around the downtown project about to come to a head - going out to bid - it is for sure time for us to get a recommended set of rules to Council and MSFI quickly. Otherwise the lack of any guidance will allow excuses to be made. If at least they have our recommendations, they can mentally check the box.

Attached is the set I think we left off with from last year, clean and clear. Please add this to the agenda so we can get something to Council for their April 21 meeting, which then can be sent to MSFI for the following week.

See you soon - Oh I owe one more item for the next agenda, keep it open please!

Ed Haas
Councilor-at-Large

SAFER STREETS AND ROADS THROUGH LOCAL CONTROL OF SPEED LIMITS

A call for legislation to allow municipalities to control speeds



**BIKE-WALK
ALLIANCE**
OF NEW HAMPSHIRE

Deaths and injuries to people on foot and on bikes are at epidemic levels, increasing at rates far faster than overall traffic fatalities. Pedestrian deaths rose a staggering 80% nationwide 2009-2023.

Lower speeds save lives

- Lower speeds = fewer crashes
- Lower speeds = increased chance of surviving a crash. The average risk of death for a pedestrian reaches 10% at an impact speed of 23 mph, 25% at 32 mph, 50% at 42 mph.

How to reduce speed of traffic

– all three together are most effective

- Road design: number and width of lanes, parking, curves, roundabouts, raised crosswalks, speed humps
- Context: weather, congestion, roadside features such as trees, open space
- Speed limit

Lower speed limits alone reduce speeds, crashes, injuries

| | |
|--|--|
| 40 European cities with city-wide 19 mph limits studied in 2024 | average reductions of 23% in crashes, 37% in fatalities, and 38% in injuries. |
| Boston - 2017 Default limit lowered from 30 to 25 mph | 2.9%, 8.5 % and 29.3% reductions in the odds of vehicles exceeding 25 mph, 30 mph and 35 mph. |
| Seattle - 2016 Default limit lowered from 25 to 20 mph on non arterial streets and from 30 to 25 mph on arterial streets | 17.2% reduction in odds of a crash involving fatal, disabling, or evident injury among all crashes and a 19.9% reduction for crashes on arterials. |
| Toronto - 2015–2016 Default limit lowered from 25 to 19 mph | Declines in the rate of [pedestrian motor vehicles collisions] on roads with posted speed limit reductions, but not statistically different than reductions on comparator streets. |
| Edmonton, Alberta - 2010 Lowered posted limit from 31 to 25 mph | Though absolute compliance of the reduced PSL was low, compliance to a [9.3 mph] threshold above the PSL was significantly high. Moreover, the analysis showed that effectiveness of the reduced PSL improved with time. |
| Montreal - 2009 Lowered limit from 31 to 25 mph | Effective with respect to speeds of 25 mph and 31 mph, its effectiveness was not significant with respect to excessive speeding (over 31 mph). |

BWANH'S GOAL:
Safer roads for all

SAFER STREETS AND ROADS THROUGH LOCAL CONTROL OF SPEED LIMITS

States removing statutory limitations on local control of speed limits

- **Maryland:** HB 0193 authorizes Anne Arundel County and municipalities to decrease the speed limit to **15 miles per hour** on highways after performing an engineering and traffic investigation.
- **Virginia:** HB 1071 allows the governing body of any county, city, or town to reduce speed limits to less than 25 mph but not less than **15 mph**, including state highways for which the existing posted speed limit is 25 miles per hour.
- **New York:** Passed in 2024, "Sammy's Law" gives the City of New York the authority to reduce speed limits to **20 mph on individual streets, and to 10 mph on select streets** undergoing safety-related redesigns.
- **California:** AB43, enacted in 2023 allows cities to reduce speed limits on multiple streets by ordinance. **On state highways**, local agencies can reduce speed limits to as low as **15 mph**, after establishing the 85th percentile of driver speed through an Engineering and Traffic Survey, but must round down rather than up, and may reduce by another 5 mph.

State law should not be an obstacle to safety

Current statutory limits to municipal authority in NH

- **RSA 265:60** sets default speed limit to 30 mph in a business or urban residence district.
- **RSA 265:63**
 - lets towns alter that speed limit, but no lower than 25 mph.
 - requires the town to do an engineering or traffic study first, typically costing \$3,500 per intersection involved.
- **RSA 265:62** (since 2024) allows one annual seasonal reduction of a speed limit to no less than 20 mph in areas seasonally congested, for up to 4 months.



BWANH Proposal: "Safer Streets" legislation allowing municipalities to control speed limits

- In NH **RSA 265:63**
 1. Lower the minimum speed limit for a business or urban residence district from 25 mph to 20 mph.
 2. Remove the logistical and financial burden on towns to schedule, perform, and pay for an engineering or traffic study before lowering a speed limit.
- These steps have ZERO cost to drivers. The impact on trip time is negligible.
- They merely ALLOW localities, IF THEY CHOOSE, to lower their speed limits on specific streets & roads to as low as 20 mph.

Next steps toward NH's Safer Streets Law

- Let BWANH know if you're interested in joining a working group to shape a "Safer Streets" bill, or if you just want to support such legislation.
- Spread the word to other municipal officials.
- BWANH will identify potential sponsors of legislation.
- BWANH working group will work with sponsors to craft legislation in the fall of 2025.
- Together, let's enable municipalities to make streets and roads safer NOW.



CITY OF KEENE NEW HAMPSHIRE

ITEM #D.6.

Meeting Date: January 16, 2025
To: Mayor and Keene City Council
From: Finance, Organization and Personnel Committee, Standing Committee
Through:
Subject: Annual Reports of Boards and Commissions

Council Action:

In City Council January 16, 2025.

Voted unanimously to carry out the intent of the report.

Recommendation:

On a 5-0 roll call vote, the Finance, Organization and Personnel Committee recommends that the City Council request that City Boards and Commissions submit an annual report to the City Council on or about July 1st, 2025.

Attachments:

None

Background:

Councilor Haas stated he is before the committee on behalf of the volunteers who serve on of the various City Boards and Commissions. He felt these individuals don't get the recognition and appreciation they deserve. He stated he would like to call for an annual report from these various Bodies, giving them a chance to bring forward their challenges, their goals, and how they can do a better job in advising the city.

The Councilor also suggested deleting from the website those public bodies that don't meet anymore, such as the Agriculture Commission. He asked to resurrect the City College Commission. He felt the same extends to Standing Committees. He felt this could be a one-page description of what they did and what they want to do.

The Manager stated she likes the idea of requesting an annual report, but wasn't sure it can be required based on different statutes.

Councilor Lake felt it was a good idea to get periodic reports from the committees. He asked what the process for requesting these reports would look like. The City Manager suggested a motion be made that the Council requests annual reports from Boards and Commissions – staff can then pass that message along.

Councilor Jones began by thanking Councilor Haas for recognizing the City College Commission which the Councilor stated he had served on. He stated during the tenure of Mayor Lane there was a

process to obtain such reports from Board and Commissions. Further, it is a process that worked in the past and he felt it is something that could be accomplished by staff and the Mayor.

The Manager stated she did speak with the City Clerk about this and added it was a process to request all Bodies to come before Council and that is not what staff is proposing here. What staff is proposing now is an annual report and if there is a committee that Council would like to hear from, they could be requested to attend a Council meeting. In addition, there could be a topic the Council is deciding on and would like input from a specific Board or Commission, staff could also coordinate that.

Mayor Kahn addressed the committee and stated he wanted to assure the public that the City has on its website is information regarding all its Boards and Commissions. He indicated that recommendations that need to reach the Council are being conveyed to the Boards and Commissions. He felt that if staff could obtain this information in a less labor-intensive manner that would be prudent. He also suggested adding an expected date as well. With respect to the City College Commission, he noted there is a lot of dialogue that goes on between the City and the college. It is an important part of the City. He stated the City Manager and Mayor meet with college staff frequently and the college will be presenting their master plan to the Planning Board later this month. He stated there is continuing dialogue that happens with the college regarding housing, neighborhoods – there is Keene Police Officer working on neighborhood issues.

The Mayor indicated if there is purpose, it will be brought back to the City Council because that charge was written in 2008; it is a dated charge and needs to be refreshed if there is going to be an ongoing effort.

Councilor Chadbourne made the following motion, which was seconded by Councilor Lake.

On a 5-0 roll call vote, the Finance, Organization and Personnel Committee recommends that the City Council request that City Boards and Commissions submit an annual report to the City Council on or about July 1st, 2025.