



MUNICIPAL SERVICES, FACILITIES AND INFRASTRUCTURE COMMITTEE
Council Chambers B, Keene City Hall
November 25, 2025
6:00 PM

A. AGENDA ITEMS

1. Mike Pappas - Petition - Magnolia Way Residents - Request for Discontinuance and Removal of Sidewalk on Northerly Side of Magnolia Way
2. Relating to the Load Limit Postings of the Beaver Street and Spring Street Bridges - City Engineer
3. Relating to the 2025 Construction Season Summary and 2026 Construction Season Preview of Upcoming Projects — City Engineer
4. Request for an Access Easement Across City-owned Land in the Town of Swanzey - Public Works Director
5. Draft "Protection of Streets" Ordinance - Public Works Director
6. Downtown Infrastructure Project Update - Public Works Director

B. MORE TIME ITEMS

NON PUBLIC SESSION

ADJOURNMENT

PAPPAS CONTRACTING

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EMAIL: pappascontracting@yahoo.com

November 5, 2025

Mayor Jay Kahn & Keene City Counsel
350 Marlboro Street
Keene, NH 03431

Re: *Elimination Of Sidewalk On Magnolia Way, Keene, NH*

Dear Mayor Kahn and City Counsel:

As we work on construction and interact with residents, it has become clear the residents of Magnolia Way wish to eliminate the existing sidewalk.

As such, I am enclosing a petition to permit the removal of the sidewalk signed by all owners of land on Magnolia Way.

Kindly advise what additional steps, if any, are necessary to initiate the approval process for this request. Thank you.

Should you have any questions or concerns, please do not hesitate to contact me.

Very Truly Yours,



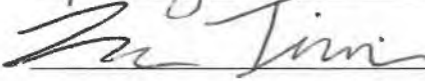
Encl.

PETITION RE: SIDEWALK ON MAGNOLIA WAY, KEENE, NH

We, the undersigned, being owners of the properties on Magnolia Way, in Keene, New Hampshire, hereby petition the City of Keene to discontinue and allow the removal of the sidewalk located on the northerly side of Magnolia Way, extending from Winchester Street to the fire hydrant located at the cul-de-sac of Magnolia Way. We are requesting a variance from Keene Land Use Ordinance Requirements, Section 23.3 requiring that sidewalks be installed with new road infrastructure construction. There is no need for this sidewalk, as it is rarely (if ever) used by pedestrians. There is little pedestrian traffic in the neighborhood. Additionally, the sidewalk shortens many of the neighborhood driveways, such that larger parked vehicles extend into the sidewalk. The undersigned owners believe that adding additional driveway length is more important to public health and safety than keeping the existing sidewalk.

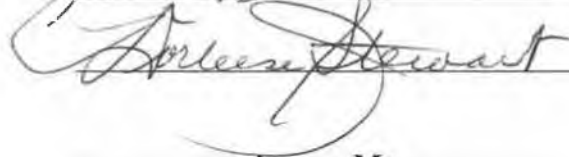
Becky & Lawrence Tinnin, #2 Magnolia

Dated: 10/30/25

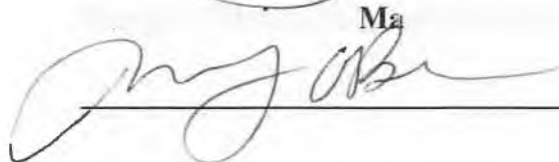



John & Dorleese Stewart, #4 Magnolia Way

Dated: 10-30-25

Dated: 10/30/25



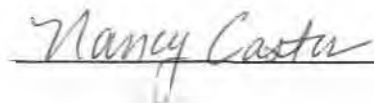
Rhonda Saari, #8 Magnolia Way

Dated: 10.30.25



Ken & Nancy Castor, #10 Magnolia Way

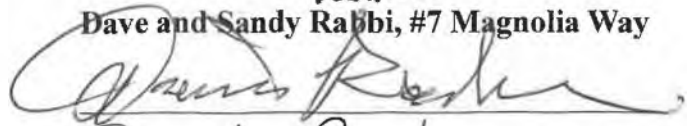
Dated: 10 30 25



Dated:

10/30/25

^{Raabe}
Dave and Sandy Rabbi, #7 Magnolia Way


Sandy Raabe

Glen & Pam Valentine #5 Magnolia Way

Dated:

10.30.25


Pamela Valentine

Nuevo Transfers, #1 and #3

Dated:

By:

Duly Authorized

Dave and Sandy Rabbi, #7 Magnolia Way

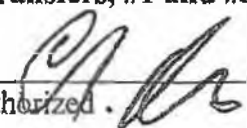
Dated: _____

Glen & Pam Valentine #5 Magnolia Way

Dated: _____

Nuevo Transfers, #1 and #3

Dated: 10/30/25

By: _____
Duly Authorized . 



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.2.

Meeting Date: November 25, 2025

To: Municipal Services, Facilities and Infrastructure Committee

From: Bryan Ruoff, City Engineer

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

Subject: **Relating to the Load Limit Postings of the Beaver Street and Spring Street Bridges - City Engineer**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee accept the report as informational.

Attachments:

None

Background:

The City's hired consultant, Hoyle and Tanner, performed an inspection and independent structural analysis of two of the city-owned and maintained red-listed bridges, the Beaver Street Bridge over Beaver Brook and the Spring Street Bridge over Beaver Brook, which determined that, under their current conditions, the bridges are recommended to be limited to a load of 10 tons. The study was in response to the New Hampshire Department of Transportation (NHDOT) bridge inspection results and the corresponding letter of deficiency as the result of those inspection results, for those two bridges.

Effective December 1, 2025, the City of Keene Public Works Department is implementing and posting weight limits on two existing bridges: Spring Street over Beaver Brook and Beaver Street over Beaver Brook. This is due to recent structural assessments and updated load-rating analyses. Both bridges will be posted with a 10-ton maximum total weight limit. This weight limit restriction is based on the latest New Hampshire Department of Transportation (NHDOT) bridge inspection results and an independent structural evaluation completed in 2025.

The weight limit restrictions are required because of the current condition of the bridges and that both structures were built in the 1920s and have exceeded their intended service life. The most recent engineering inspection and associated assessment identified significant deterioration in key load-carrying components, including:

- Concrete loss and exposed reinforcing steel in multiple beams on the Spring Street bridge.

- Concrete spalling, exposed rebar, and deterioration of edge beams on the Beaver Street bridge.
- Substructure condition concerns including scour, cracked abutments, and a failed section of upstream retaining wall. Based on the standards for the performed engineering analysis, both bridges are no longer capable of providing adequate capacity to support the current legal load limits or typical emergency-response vehicles.

What the New Restrictions Mean for the Public:

- No vehicle over 10 tons in total weight (load and vehicle weight) may cross either the Spring Street or Beaver Street bridges.
- Signs will be installed at each bridge approach clearly specifying these weight limits.
- Larger commercial vehicles, including but not necessarily limited to delivery trucks, school buses, oil and propane delivery, logging trucks, and City emergency vehicles and heavy equipment will need to use alternative routes.
- City emergency services have been consulted and have already adjusted their response plans.
- Passenger vehicles, including cars, motorcycles, light duty trucks, and SUVs remain within the allowable weight limit and may continue to use the bridges without concern.

Because short-term repairs are not cost-effective, the City intends to pursue full replacement of both structures. This recommendation is supported by the Engineering assessment, which determined:

- The bridges were not designed or constructed for modern vehicle loads.
- The observed deterioration is expected to accelerate.
- Rehabilitation of the bridge would not be cost-effective and would still require long-term weight posting.

The replacement work will be funded through the City's Capital Improvement Plan (CIP) process, potentially with a portion of the funding provided through the NHDOT's "State Aid Bridge" program. Both bridges will continue to undergo annual inspections to monitor their conditions until the bridges can be replaced.



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.3.

Meeting Date: November 25, 2025

To: Municipal Services, Facilities and Infrastructure Committee

From: Bryan Ruoff, City Engineer

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

Subject: **Relating to the 2025 Construction Season Summary and 2026 Construction Season Preview of Upcoming Projects — City Engineer**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee accept the report as informational.

Attachments:

None

Background:

The following construction projects were started and completed in 2025:

160 Water St — Findings Building Demolition Project
Woodland Avenue Sidewalk Improvements Project
Brian A. Matteson ADA Veterans Ramp Project
Surface Parking Lot Rehabilitation Project
Patricia Russel Park Boche Ball Court Project
WWTP Access Road Paving Project
160 Water St - Skate Park
FY25 Road Preservations Project
FY25 Gate Valve Replacement Project
FY25 Road Rehabilitation Project
Goose Pond Pedestrian Bridge Project
Sewer Main Lining Project
Sewer Manhole Rehabilitation Project

The following construction projects were started in 2025 and will be completed in 2026:

Island Street Infrastructure Project
Parks and Recreation Bridge Rehab Project

The following projects are scheduled to start construction in 2026:

Marlboro Street "Complete Streets" & Cheshire Rail Trail Project

THT Phase#1 Project
George Street Bridge Replacement Project
Downtown Infrastructure and Improvements Project
Ashuelot River Railroad Bridge (KSC) Rehab Project
Key Road Drainage Replacement Project
Martel Court Bypass Force Main Project
Court Street Water Main Replacement Project
City Hall Parking Garage Rehab Project
Stormwater Main Lining Project
Appel Way Trail Paving
FY26 Road Rehabilitation Project
FY26 Road Preservations Project
FY26 Gate Valve Replacement Project
Public Works Parking Lot Paving
Transfer Station Paving Project



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.4.

Meeting Date: November 25, 2025

To: Municipal Services, Facilities and Infrastructure Committee

From: Donald Lussier, Public Works Director

Through: Elizabeth Ferland, City Manager

Subject: **Request for an Access Easement Across City-owned Land in the Town of Swanzey - Public Works Director**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the City Manager be authorized to do all things necessary to negotiate, execute and record a deed for a permanent access easement benefiting Public Service Company of New Hampshire (d.b.a. Eversource Energy) across City-Owned land in the Town of Swanzey.

Attachments:

1. Access Locations

Background:

Eversource Energy owns and operates an electrical transmission line running from the Emerald Street substation, southerly through the Town of Swanzey. The line crosses Rt. 101 immediately to the east of the Charles Redfern Bridge and runs parallel to the Asheulot Rail Trail to the town line. In Swanzey, the transmission line runs between the rail trail to the west and the Wastewater Treatment Plant access road (sometimes referred to as "Airport Road") to the East.

Eversource has requested a permanent easement to access and maintain their transmission infrastructure. The proposed easement would grant permission for Eversource, along with their agents and contractors, to use the existing driveway to access the transmission line at two points. Access locations are shown in purple on the attached "Exhibit A".

As part of the easement, Eversource will agree to protective measures approved by the City in the area of our sewer force main. Their use of the access easement is not expected to have any impact on City use or operation of the airport or treatment plant.

Exhibit A





CITY OF KEENE NEW HAMPSHIRE

ITEM #A.5.

Meeting Date: November 25, 2025
To: Municipal Services, Facilities and Infrastructure Committee
From: Donald Lussier, Public Works Director
Through: Elizabeth Ferland, City Manager
Subject: **Draft "Protection of Streets" Ordinance - Public Works Director**

Recommendation:

Move that the Municipal Services, Facilities and Infrastructure Committee recommend that the City Manager be directed to submit an Ordinance for first reading relative to Protection of Streets.

Attachments:

1. O-2025-TBD Relating to Protection of Streets

Background:

Numerous Municipalities throughout the state have enacted "Protection of Streets" ordinances in order to discourage the cutting of newly paved roadways. These ordinances protect the communities' investment in paved roads by 1) prohibiting excavations that are not absolutely necessary, and 2) collecting additional fees based on the reduced pavement life when it is absolutely necessary.

Public Works is proposing to enact a similar Ordinance for the City of Keene. The attached draft ordinance is structured very similar to the ordinances that have been enacted in Dover, Manchester, and Concord. If enacted, this ordinance would create two new fees to be collected as part of the Excavation Permit process. All excavations within the public right-of-way would incur a fee of \$5.00 per square foot of pavement or concrete sidewalk disturbed. For example, a contractor replacing a sewer line may need to cut a 5-foot wide by 12-foot-long trench across the pavement. The applicant would be charged a \$300.00 "Pavement Damage" fee. Excavations on roads that have been paved within the past 5 years would be subject to an additional "Pavement Life Reduction" fee. If that example above was performed on a roadway that had been repaved the prior summer, the applicant would pay an additional \$900 fee.

The draft ordinance also includes an incentive to encourage homeowners to proactively repair their utility connections. For any roadway listed in the City's Capital Improvement Plan to be paved within the next 2 years, the ordinance would waive the standard Pavement Damage Fee.

The following table compares the cost of an excavation permit under the current City rules and the

proposed ordinance to peer communities:

	Keene (existing)	Concord	Dover	Manchester	Keene (proposed)
Permit Fee	\$75	\$255	\$225	\$200	\$100
Street Damage Fee		\$5.00/SF	\$7.00/SF	\$7.00/SF	\$5.00/SF
Sidewalk Damage Fee		\$2.50/SF	\$3.50/SF	\$2.00/SF	\$5.00/SF
Life Reduction fee (<2 y/o)		3x damage	3x damage	2x damage	3x damage
Life Reduction Fee (2 yr – 5 yr)		2x damage	2x damage	2x damage	2x damage
Security (refundable)	\$500		\$7/SF		
Potential Cost	\$75	\$1,517.50	\$1,992.50	\$1,930.00	\$1,425.00
Planned Work Waiver		1 year	1 year or PCI <25	N/A	2 years



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Five

AN ORDINANCE Relating to the Protection of Streets

Be it ordained by the City Council of the City of Keene, as follows:

That the City Code of the City of Keene, New Hampshire, as amended, is hereby further amended by adding the bolded underlined text and deleting the stricken text from the provisions of Section 82-33, "Permits" in Article II of Chapter 82, entitled "STREETS, SIDEWALKS AND CERTAIN OTHER PUBLIC PLACES":

- (a) *Excavation permit.* The public works department is hereby authorized to collect fees for excavation permits. An excavation permit shall be obtained when any type of excavation or disturbance of any surface occurs within the city streets, highways, sidewalk, and right-of-way or on city property for any purpose. The permit will be granted after the receipt of all fees, receipt and approval of a temporary traffic control plan, and evidence of adequate insurance coverage for the protection of the city and the public for any and all injuries of any nature arising from the obstruction. The city shall approve the insurance coverage as to amount and form. ~~The fee is as set forth in the schedule of fees in appendix B to this Code.~~

- 1) **All Excavation Permits shall incur a Permit Application Fee**
- 2) **All excavations which disturb asphalt or concrete surfaces within a public right-of-way or City property, shall also incur a Pavement Damage Fee calculated based on the area of asphalt and concrete surface disturbed.**
 - i. **Pavement Damage Fees shall be waived for work on streets scheduled for repaving within the next 2 years, as listed in the most recent edition of the City's Capital Improvement Program.**
- 3) **Excavations which disturb areas subject to subsection (d), below, shall also incur a Pavement Life Reduction Fee.**
- 4) **The fees are as set forth in the schedule of fees in appendix B to this Code.**

...

- (d) **Protection of streets.**

- 1) **To protect the City's investment in its infrastructure, excavations in any public right-of-way or on City property that is newly constructed, reconstructed, rehabilitated, or overlaid after June 1, 2026, are prohibited for five (5) years after the effective date of notice of completion or acceptance of the new, reconstructed, rehabilitated, or overlaid improvements except as follows:**

- a. Excavations to remedy a public emergency or a situation that creates an imminent threat to the public safety, health, or welfare.
 - b. Repair or modification to prevent interruption of essential utility services where no reasonable alternatives are available to avoid excavation in new pavements.
 - c. Relocation work that is mandated by State or Federal legislation.
 - d. Utility services for new buildings or parcels without existing utility services where no other reasonable means of providing service exists, as determined by the City Engineer.
 - e. Excavations within protected streets where the City has scheduled the reconstruction within one year due to the failure of the original pavement.
 - f. Other situations deemed by the Public Works Director to be in the best interest of the general public.
- 2) In all of the above exceptions, although a permit will not be denied, the applicant will be responsible for paying a Pavement Life Reduction fee. The pavement life reduction fee will be added to the Pavement Damage Fee as follows:
- a. Street pavement less than two (2) years old: Three (3) times Pavement Damage Fee.
 - b. Street pavement from two (2) years to five (5) years old: Two (2) times Pavement Damage Fee.

And further, that the City Code of the City of Keene, New Hampshire, as amended, is hereby further amended by adding the bolded underlined text and deleting the stricken text from the provisions of APPENDIX B – “FEE SCHEDULE”:

§ 82-33(a). Fees for excavation permits and encumbrance permits:

Excavation permit application fee\$ ~~75.00~~ **\$100.00**

Encumbrance permit application fee~~50.00~~ **\$75.00**

Pavement Damage Fee **\$5.00 per square foot of disturbance**

Jay V. Kahn, Mayor