



**BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE**  
**AGENDA - AMENDED**

**Wednesday, January 14, 2025      8:15-9:30 AM      City Hall 2<sup>nd</sup> Floor Conference Room**

**Members:**

Samantha Jackson, Chair	Michael Davern, Alternate
Dr. Rowland Russell, Vice Chair	Diana Duffy, Alternate
Councilor Edward Haas	Andy Holte, Alternate
Brian Phillips	
Charles Redfern	
Dwight Fischer	

- 1) Call to Order, Welcome, & Mission Statement**
- 2) Election of Chair & Vice Chair**
- 3) Adoption of Minutes – December 10, 2025**
- 4) Safety and Outreach**
  - a) Keene Glass Plaque – Update from Stephen Seraichick
  - b) **2026 AARP Community Challenge: Celebration and Grant Q&A Webinar – Tuesday, January 27, 2026 at 2:00 pm ([Info & Registration Link](#))**
  - c) Annual Mayoral Bike Ride
  - d) Bike Week
  - e) A Week Without Driving: September 28, 2026 – October 4, 2026
  - f) Bike & Pedestrian Yield Counts
  - g) Bike Lane Ordinance – Draft Companion Documentation from Councilor Haas
  - h) Downtown Bike Lanes
  - i) Letter of Recommendation – Replacement of Rt. 10 Bridge Over Ash Swamp Brook
- 5) Regular Project Updates**
  - a) BPPAC Master Plan Update – Review of Goals & Objectives from 1999 BPPAC CMP & Discussion with Deputy City Manager, Andy Bohannon
  - b) Updates to Project Tracking Table
  - c) Sidewalk Rehab Project – Replacement Overlay & Plans
- 6) Volunteer Opportunities**
- 7) Old Business**
  - a) Walk/Bike Master Plan – Brattleboro, VT
- 8) New Business (*Items to be included for next meeting*)**
- 9) More Time**
  - a) Website

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



- b) Community Bike Share
- c) Public Art & Trails Updates

**10) Adjournment**

**11) Next meeting date** – February 18, 2026

# City of Keene New Hampshire

**BICYCLE AND PEDESTRIAN PATH ADVISORY COMMITTEE**  
**MEETING MINUTES**

Wednesday, December 10, 2025

8:15 AM

## **2<sup>nd</sup> Floor Conference Room, City Hall**

## **Members Present:**

Samantha Jackson, Chair  
Rowland Russell, Vice Chair  
Councilor Edward Haas  
Michael Davern (left at 8:20 AM)  
Jan Manwaring  
Charles Redfern, Alternate (Voting)  
Andy Holte, Alternate (Voting)

## Staff Present:

Bryan Ruoff, City Engineer  
Carrah Fisk-Hennessey, Director of  
Parks & Recreation

### **Members Not Present:**

Dwight Fischer  
Autumn DelaCroix  
Diana Duffy, Alternate

## 1) Call to Order, Roll Call, Welcome, & Mission Statement

11 Chair Jackson called the meeting to order at 8:19 AM and Mr. Ruoff called roll. Mr. Davern left  
12 the meeting at 8:20 AM.

14 Members of the public were present: Richard Dougherty of Keene and Brian Phillips of the  
15 Monadnock Cycling Club Board joined at the beginning of the meeting. Lisa Steadman, new  
16 Monadnock Regional Mobility Manager, joined at 8:51 AM.

## 2) Adoption of Minutes – November 12, 2025

20 A motion by Chair Jackson to adopt the November 12, 2025 minutes was duly seconded by Vice  
21 Chair Russell and the motion carried unanimously.

### 3) Adoption of 2026 Meeting Schedule

25 A motion by Councilor Haas to adopt the 2026 Committee meeting schedule was duly seconded  
26 by Mr. Redfern and the motion carried unanimously.

#### 4) Safety and Outreach

#### A) Annual Mayoral Bike Ride

30  
31 Mr. Holte said he would reach out to the Holyoke, Massachusetts, Mayoral Bike Ride Committee,  
32 which is underneath an organization within their government. He figured out where to send the  
33 email, which he was drafting but had not sent yet.

34  
35 Councilor Haas found out there had not been a Mayoral Bike Ride in Portsmouth, New Hampshire,  
36 since 2024. It was sponsored by a bike group, but it involved the City and its Mayor. Councilor  
37 Haas said that apparently it was a good time, but Portsmouth did not repeat the event in 2025, so  
38 he communicated to ask whether something went wrong that caused them not to repeat it. He  
39 would report anything he learned to the Committee. Otherwise, Councilor Haas' Google research  
40 did not show any other cities in New Hampshire that did Mayoral Bike Rides. He did not look  
41 beyond New Hampshire; he was sure there were many more south of Keene. Councilor Haas wrote  
42 a draft letter proposing the Mayoral Bike Ride that was ready for Chair Jackson to send to the City  
43 Council.

44  
45 Vice Chair Russell asked if this event would be a fundraiser or just a Bike Ride. Chair Jackson  
46 was unsure that the Committee had discussed it being a fundraiser. Vice Chair Russell noted that  
47 for another project, he was researching the ways that these events could be fundraisers, so he  
48 thought it was something for the Committee to consider and talk about sometime. There are even  
49 combinations of actual events with virtual ones, where people can self-pace their rides/walks in  
50 their own places and on their own schedules as fundraisers. Councilor Haas wondered if City  
51 government would be involved with promoting and sponsoring the event if it were a fundraiser  
52 they could participate in. He said that as a fundraiser, it would require a whole different structure,  
53 but some entities could step forward to promote it. Vice Chair Russell thought it was worth looking  
54 at given all the amazing trails in the area. Councilor Haas thought downtown organizations may  
55 be interested in sponsoring it too.

56  
57 Mr. Redfern thought this was a great idea. If leadership like the Mayor would be involved with  
58 this, he thought they should be informed of the press coverage because that tends to draw out the  
59 City's leadership. It would be important to explain that it is an official event with coverage, not  
60 just 10 people on bikes. Mr. Redfern said the press release was basically written already. Vice  
61 Chair Russell noted that the City of Keene used to have a "Bike Mayor," which ended, but this  
62 could be a time to resurrect the idea as a part of this race. Chair Jackson suggested talking with  
63 Tiffany Mannion, Keene's First Bike Mayor. The Chair had spoken with Ms. Mannion about the  
64 Bike Mayor around the time of becoming Chair, but it fell through.

65  
66 2026 Annual Mayoral Bike Ride Next Steps:  
67     • Decide whether the event should be a fundraiser or whether to keep it as a City-promoted  
68         activity. Vice Chair Russell would share his research on fundraisers with the Committee.  
69             ○ If it is a fundraiser, clearly determine the purpose and where the money would go,  
70                 so people would want to participate.  
71     • Chair Jackson would talk to Tiffany Mannion about the Bike Mayor position.  
72     • Councilor Haas and Mr. Redfern would talk to Mayor Kahn about the Bike Mayor.

73     • Councilor Haas would continue researching the Mayoral Bike Ride in other cities including  
74       Portsmouth, New Hampshire.  
75     • Mr. Holte would email the Holyoke, Massachusetts, Mayoral Bike Ride Committee.  
76     • The Mayoral Bike Ride should be on the BPPAC's January 2026 meeting agenda,  
77       including discussion items like research and the purpose of a fundraiser (if chosen).  
78

79 Brian Phillips of the Monadnock Cycling Club Board noted that he was observing the Committee's  
80 conversation and had read some of its meeting minutes. He was curious and hoped to be involved  
81 on the Committee. He told the Cycling Club Board that he would be attending this meeting for the  
82 Club. The Monadnock Cycling Club meets in downtown Keene on Wednesday nights and  
83 typically rides out of town instead within downtown. The Club is interested in promoting cycling  
84 and cycling safety. The Club was planning for a 2026 spring safety and repair clinic. Mr. Phillips  
85 said the Monadnock Cycling Club also advocates for the recreational aspect of cycling as opposed  
86 to just the transportation aspect.

87     **B) Bike Week & A Week Without Driving**  
88

90 Chair Jackson noted that Bike Week usually occurs in early May and in 2025, A Week Without  
91 Driving was at the end of September or in October. So, the Committee had discussed them as  
92 separate events to take part in, and she asked if there was any follow-up. Vice Chair Russell said  
93 no. He recalled Mr. Phillips mentioning that the Monadnock Cycling Club was considering a safety  
94 and repair clinic, which Vice Chair Russell thought would align well with Bike Week. Director of  
95 Parks and Recreation, Carrah Fisk-Hennessey, said it would also be wonderful to align it with  
96 Kiwanis Kool Wheels Family Fun and Safety Day, so it could be a larger scale. Mr. Phillips said  
97 that in 2025, the Monadnock Cycling Club's event was the week after Kiwanis Kool Wheels. He  
98 said the Cycling Club Board talked about April for the safety and repair clinic because that is the  
99 time of year when bike season starts. The Club's season-opening ride is usually the first week of  
100 May, which aligns with Kiwanis Kool Wheels. Mr. Holte noted that if the Mayoral Bike Ride did  
101 not end up as a fundraiser, something connected to these events could be an opportunity for  
102 fundraising instead.

103 Vice Chair Russell felt like the Committee needed to implement an internal calendar to start  
104 tracking all of these events. Chair Jackson liked the idea, noting it could be another reason to try  
105 reviving the website.

106     Bike Week Next Steps:

107     • Chair Jackson said she had the email address for the people who run the City Bus and  
108       would draft an email during the upcoming month.  
109     • Contact Monica at Monadnock Alliance for Sustainable Transportation (MAST).

110 The Committee moved on to other agenda items and returned to the topic of "A Week Without  
111 Driving," when the new Monadnock Regional Mobility Manager, Lisa Steadman, arrived at 8:51  
112 AM. Chair Jackson noted that the Committee hoped to partner with the City Express Busway on

116 “A Week Without Driving” in 2026. She knew the City Express sometimes offered a week of free  
117 rides, and she wondered about shifting that week of free rides to align with “A Week Without  
118 Driving.” That way, when advertising for the event, there could be an alternate mode of transit that  
119 makes it a little bit easier for people to get involved. Ms. Steadman thought it was a great idea. She  
120 was sure Charlie Pratt at Home Healthcare, Hospice, and Community Services would help out.  
121 Chair Jackson said that it was great to hear. Ms. Fisk-Hennessey noted that “A Week Without  
122 Driving” would be September 28–October 4, 2026.

123  
124 A Week Without Driving Next Steps:

- 125 • Chair Jackson would be in touch more with Ms. Steadman and contact Mr. Pratt.
- 126 • Coordinate with MAST, which only meets once quarterly.
  - 127 ○ Mr. Redfern would confirm the date of MAST’s next meeting, so BPPAC could be  
128 on the agenda and Committee members could attend.

129  
130 Discussion ensued briefly on whether these events might be potential fundraisers. The Committee  
131 agreed with the baseline plan to research potential ways to fundraise and then apply those to  
132 different events as it seems relevant. Vice Chair Russell said any money earned fundraising could  
133 be spent as a part of the Master Planning process in coordination with the Public Works  
134 Department.

135  
136 **C) Bike & Pedestrian Yield Count Updates**

137  
138 The Committee usually skipped this agenda item during the colder seasons because there was no  
139 one out, but Mr. Phillips asked about Bike & Pedestrian Yield Counting. Chair Jackson explained  
140 that at a few intersections in Keene, a few Committee members stand and count how many vehicles  
141 go through the intersections in each direction, how many of them yield at crosswalks, and the  
142 number of pedestrians and bicyclists. Vice Chair Russell noted there was an additional challenge  
143 when the Committee started tracking vehicles that went through red lights at signaled intersections.  
144 Mr. Holte noted that those specific counts were outrageous, at approximately 50 in a two-hour  
145 period, primarily at three West Street intersections: at the Kohl’s Street Plaza, at Ashuelot River  
146 Park, and at Pearl Street. Vice Chair Russell noted that the Committee really wanted this data in  
147 advance of the West Street redesign project to inform making it safer for pedestrians and bicycles.

148  
149 Councilor Haas suggested accelerating the counts again in the springtime because he did not think  
150 the Committee had statistically significant data. Chair Jackson said this time of year was really  
151 messy with holiday shopping; Councilor Haas agreed that it was too cold to stand and count for  
152 two hours. Vice Chair Russell wondered if some of the statistics might have been skewed by all  
153 the work on Island Street. Similarly, Councilor Haas noted the next year’s data would be skewed  
154 by the work downtown; there would always something. Chair Jackson agreed that traffic changes  
155 all the time.

156  
157 **D) Bike Lane Ordinance**

159 No new comments.

160

161 **E) Downtown Bike Lanes – Outreach & Promotional Materials**

162

163 The Committee discussed next steps:

- 164 • Be in the communications queue for Deputy City Manager Rebecca Landry's team now  
165 that the Ordinance is completed, and once the project bid is accepted at the end of  
166 December 2025.
- 167 • Proactively share the BPPAC's research with Ms. Landry's team to ensure the Committee's  
168 voice and expertise show.
- 169 • Councilor Haas would circulate a draft document to the Committee that is supposed to  
170 accompany a bike lane ordinance and covers things outside of ordinance.
  - 171 ○ This should be on the January Committee agenda to then deliver the document to  
172 Ms. Landry.
- 173 • Mr. Schoefmann would develop renderings of what the bike lane is going to look like in  
174 specific areas to share with the Parks and Recreation and Public Works Departments,  
175 among others.

176

177 **5) Regular Project Updates**

178 **A) BPPAC Master Plan Update**

179

180 Councilor Haas referred to the 44-page 1999 BPPAC Master Plan on the Community Development  
181 Department's webpage, written by Ms. Manwaring. Councilor Haas called it an appropriate Master  
182 Plan for the time; now, he said it was denser and tougher reading. He read the BPPAC Goals and  
183 Objectives on page four of the document as a quick refresher.

184

185 Vice Chair Russell noted that this had become a standing agenda item the Committee needed to  
186 work on at some point, but said it was hard to do so during the regular monthly meetings. He said  
187 it seemed like there needed to be a separate time to dig into it. He reiterated that this BPPAC  
188 Master Plan could be the place to articulate a real Mission Statement for the Committee, which  
189 means it is memorable, impactful, and not overly or long or complex, so it could be easily spoken  
190 to someone in passing. With his background in strategic planning, Vice Chair Russell said that  
191 developing the Mission Statement as a part of the Master Planning process would be really basic  
192 strategic planning. Vice Chair Russell was willing to help with this project as he would be stepping  
193 down as Vice Chair in 2026. Councilor Haas suggested that the Committee review the Goals and  
194 Objectives of the 1999 BPPAC Master Plan (page 4) to discuss at the January 2026 meeting and  
195 then create a subcommittee to create some pathway to update the Master Plan. He would send the  
196 link for the 1999 Plan to the Committee.

197

198 Mr. Ruoff explained that it would be critical for this Committee to develop its goals and objectives  
199 and adjust those as necessary. He noted that the implementation and how that would be built into  
200 the City's Capital Improvement Program (CIP) is already a part of what the Engineering Division  
201 does. He suggested that the Engineering Division could speak to relevant projects planned in the

202 CIP (briefly)—whether that be downtown, West Street, or the sidewalk improvement projects—  
203 paired with the City Council’s recently updated Goals, to look at how programs are built into the  
204 CIP (seven years +) and meet the BPPAC’s objectives. Vice Chair Russell agreed, questioning the  
205 point of doing a Master Plan or strategic plan without ensuring it is actionable. Mr. Ruoff said that  
206 would be the idea: the BPPAC would have City staff support and be able to see how they are  
207 working together to plan these projects. Vice Chair Russell said it would help with funding too.  
208 Vice Chair Russell said no volunteers were needed for the BPPAC Master Plan update at this time;  
209 the Committee would collectively begin with the Goals and Objectives at the next meeting.

210  
211 Ms. Steadman arrived at 8:51 AM and the Committee returned to discussing “A Week Without  
212 Driving” before proceeding with the remainder of the agenda.

213  
214 Continuing on the topic of the BPPAC Master Plan update, Mr. Holte saw a BPPAC Master Plan  
215 from April 26, 1999 but also had a document from 1994. Vice Chair Russell and Mr. Redfern  
216 agreed that the 1994 Plan had a lot to do with percolating out the Cheshire Rail Trail system with  
217 Pathways for Keene and Antioch University New England; it evolved from there. Mr. Redfern  
218 said the fundraising had started, the City realized it should develop the BPPAC Master Plan, and  
219 realized it needed a Committee to help create the Master Plan and add guidance to the City (e.g.,  
220 Public Works & Parks and Recreation). That generated the idea for the BPPAC Master Plan and  
221 its Goals and Objectives.

222  
223 Vice Chair Russell noted the Cheshire County Historical Society was nearing its 100th  
224 Anniversary and had been working on its origin story. It occurred to him that he would like to  
225 ensure the origin story of the BPPAC is captured, which could be on the Committee’s website.

226  
227 **B) Updates to Project Tracking Table**

228  
229 In the shared Project Tracking Table, Mr. Ruoff had started highlighting in blue and yellow the  
230 projects that were either substantially complete or ongoing (i.e., no set completion). He reported  
231 the following updates:

- 232 • Master Plan: (highlighted) this was the City’s Comprehensive Master Plan Project, so he  
233 would create a separate entry for the BPPAC’s Master Plan Project.
- 234 • Bike Racks: Mr. Ruoff noted that approximately one dozen bike racks would be replaced  
235 as a part of the Downtown Project and would become available for placement in other  
236 locations in the City. He welcomed suggestions from the BPPAC for other locations to  
237 install them.
- 238 • Appel Way Trail Paving: The City had plans for paving it all in 2025, but unfortunately  
239 was only able to fix the transition from Court Street to the Bridge. The plan is now to pave  
240 the entire path at the beginning of 2026.
- 241 • Safe Streets for All Grant: (highlighted) City staff have started incorporating the  
242 recommendations into the City’s Capital Improvement Program (CIP), with approximately  
243 eight pedestrian flashing beacons planned for non-major projects (i.e., not downtown, West  
244 Street, or Lower Winchester Street) with a total of 16 beacons Citywide.

- NHDOT TAP Grant 2018 – Marlboro Street #42515: Marlboro Street reconstruction was anticipated to begin in 2025, but will not begin until April 2026 due to weather.
- FY25 Sidewalk Rehab Project: Mr. Ruoff would send the Committee the City's sidewalk replacement and overlay plans, and the Committee could provide recommendations on any missing locations, such as those that might get a lot of pedestrian traffic. At this time, sidewalk overlays were year by year, so Mr. Ruoff said there was flexibility and if it was a high priority, it could be added.

Discussion ensued about sidewalk overlays. Mr. Ruoff explained that within the prior year, the City requested the City Council's permission to buy a sidewalk paver. Traditionally, instead of City staff rehabilitating sidewalks, the City paid to replace sidewalks with concrete. Now, he said City staff were very skilled with the sidewalk paver, and the City no longer has to wait to replace sidewalks with concrete. He mentioned outer limit sidewalks that were used, but in poor condition that could now be overlaid. During the prior year, City staff had rehabilitated a lot of locations on Roxbury Street that Mr. Ruoff said looked really good, in addition to a lot of locations in Wards One and Two. Now, he said this overlaying would be a part of the City's regular rehabilitation program to improve the walkability of the City's asphalt sidewalks, instead of replacing them with concrete, but at one-tenth of the cost. They could replace approximately three miles of sidewalk per year now, in addition to the approximate half mile already improved annually.

Ms. Manwaring asked if Eastern Avenue was overlayed this year; it did not seem like it. Mr. Ruoff said it was on the Public Works Department's radar, noting the difficulties of that sidewalk being flush with the roadway. He explained that one of the Public Works Department's goals in the next few years would be determining a way to reconstruct Eastern Avenue, with protected pedestrian access that is not flush with the road, which would be tricky. It could potentially mean moving the sidewalk to the other side of the street to be able to raise the sidewalk six inches or increasing the road slopes to tie the sidewalk in with the adjacent properties, so an isolated sidewalk at a high point does not trap water on people's properties on the other side. Mr. Ruoff said it was at the top of the City's list.

Mr. Ruoff continued updates on the Project Tracking Table:

- Downtown Infrastructure Project (Main Street): (highlighted) Bids for the project were scheduled to be opened on December 18, 2025. The City applied for, but was not awarded two Monadnock Alliance for Sustainable Transportation (MAST) grants for different pedestrian improvements. The City was still earmarked for a \$3 million donation from the State of New Hampshire that had not been realized yet; the City was shortlisted in the state's budget, but unsure if it would see that money. Construction is set to begin in April 2026.
- Lower Winchester Street (Roundabout–City Line): This Project was pushed by NHDOT from the anticipated construction start in 2027 to 2032. With that, the narrow Route 10 Bridge over Ash Swamp Brook could be a potential problem, so Mr. Ruoff said the City would potentially negotiate with NHDOT to start the bridge as a separate project. That way, the load rating restriction would not wait that long. Vice Chair Russell asked whether

288 the BPPAC could do anything in the meantime to help with this bridge near Krif Road,  
289 which had been unsafe for pedestrians and bicycles. Mr. Ruoff said during his prior week's  
290 meeting, NHDOT seemed amenable to separating the bridge project. He thought the  
291 BPPAC might be ready to discuss writing a letter with a recommendation at its January  
292 2026 meeting.

- 293 • Jonathan Daniels Trail Maintenance: City staff worked some this year where the Trail was  
294 eroding near the Ashuelot River in a few soft locations along the Trail, with the potential  
295 to relocate the Trail away from the River to avoid continued failure.
- 296 • Wayfinding Signage Facilities and Plan: Ms. Fisk-Hennessey reported that the Wayfinding  
297 signs were installed and she was very grateful to the Rotary Club for sponsoring them. Mr.  
298 Redfern noted it was a significant donation of approximately \$30,000. Ms. Fisk-Hennessey  
299 said that at this time, nothing was happening with the additional locations the BPPAC had  
300 identified for kiosks.
- 301 • Transportation Heritage Trail (THT) Phase 1 – CRT Eastern Avenue to NH 101: There  
302 was a preconstruction meeting this week with the contractor awarded, Gordon Services of  
303 Jaffrey, New Hampshire. Construction was anticipated to begin in January 2026, and the  
304 Trail could potentially be ready to use by June 2026, which the Committee agreed was very  
305 exciting.
  - 306 ○ THT Phases 2a, 3b, and 4c were also broken out in the Project Tracking Table. The  
307 THT was programmed into the State of New Hampshire's Transportation 10-Year  
308 Plan as its second highest prioritized transportation trail, and funding was planned  
309 with NHDOT and in the City's CIP. Mr. Ruoff said engineering should begin in  
310 Fiscal Year 2027 (beginning July 1, 2026), which would include public feedback  
311 and the BPPAC's comment.
  - 312 • NHDOT Route 101 Improvement Project: This Project was also pushed by NHDOT from  
313 its anticipated construction start of 2027 to 2029. This project did not really involve  
314 pedestrian improvements or infrastructure, but creating wider shoulders.

### 316 C) Comprehensive Master Plan Alignment with Committee Goals

317 Councilor Haas thought this was probably the same as the earlier BPPAC Master Plan discussion.  
318 He noted that there was a Mobility Pillar in the City's 2025 Comprehensive Master Plan (CMP)  
319 and thought the Committee could make connections to it when reviewing its 1999 BPPAC goals.  
320 He thought there were myriad other places in the 2025 CMP to find references to bicycles besides  
321 just in the mobility section. He noted there was a link to the CMP in the email from Ms. Fortson  
322 the previous week. Vice Chair Russell mentioned a Walk/Bike Master Plan from Brattleboro, VT,  
323 he wanted to discuss under New Business.

### 326 6) Volunteer Opportunities

327 Vice Chair Russell said that with snow on the ground, there was no cleanup this fall.

330 Mr. Ruoff said that in alignment with the City Council's goals, it was identified that public spaces  
331 were maintained less in recent years than in past years. He was unsure whether it was something  
332 the BPPAC was interested in, but the Public Works Department was looking for volunteers to  
333 maintain public spaces. In return, the BPPAC could place a sign, saying the area is maintained by  
334 the Committee, such as the Keene Garden Club's previous sponsorship of the Winchester/Main  
335 Streets roundabout center. Mr. Ruoff thought the downtown would be off-limits to be maintained  
336 by the City but otherwise the Public Works Department was open to volunteers for any other areas.  
337 Councilor Haas asked if they were all available at this time. Mr. Ruoff said that the Public Works  
338 Department was open to discussions about any of them in line with the City Council's Goals and  
339 did not have set commitments from any other organizations at this time.

340

341 Councilor Haas asked about the idea of cost; what bids would the City entertain? Mr. Ruoff said  
342 it is really a volunteer maintenance effort. For example, a group could "Adopt A Hydrant," shovel  
343 snow from around it during the winter, and place a plaque acknowledging their organization's  
344 program; like "Adopt-a-Road" programs/signs in other states. Councilor Haas said the volunteers  
345 would actually do the work, not just pay to place a sign and hire someone else to do the work. Mr.  
346 Ruoff said yes, unless they wanted to hire someone.

347

348 Vice Chair Russell noted that Friends of Public Art discussed the idea of sculptural installations  
349 on roundabouts and even talked about it with the City a number of years prior. He wondered if the  
350 Public Works Department would be open to that. Mr. Ruoff said yes, a few were in the works,  
351 noting that the City was actively talking with Rick McMillen about doing that after his installation  
352 at Ashuelot River Park. Vice Chair Russell noted that Mr. McMillen had been working with the  
353 Friends of Public Art.

354

355 Mr. Holte noted that the November 2025 meeting minutes mentioned inviting Deputy City  
356 Manager Andy Bohannon for a discussion about alignment of the 2025 Comprehensive Master  
357 Plan with the BPPAC's goals. Mr. Holte suggested inviting Deputy City Manager Bohannon to  
358 the January BPPAC 2026 meeting to see if there are specific elements in the Comprehensive  
359 Master Plan that the Committee could take the lead on. Vice Chair Russell said the Committee had  
360 an extensive reading list for the January meeting.

361

362 **7) Old Business**

363

364 No comments.

365

366 **8) New Business**

367

368 Vice Chair Russell started summarizing the January 2026 agenda: Discuss the process for updating  
369 the BPPAC Master Plan but not necessarily engage in it, the Committee would need more time for  
370 that; Mayoral Bike Ride (Holyoke Committee). Councilor Haas said he would be sending various  
371 action items to Committee members.

372

373 Vice Chair Russell noted that as promised, he had started researching how other towns and cities  
374 in the region cities handle Bicycle/Pedestrian Path Master Plans. He noted that several towns have  
375 Bike/Walk Committees: Northampton, MA, and Brattleboro, Rockingham, and Bellows Falls, VT.  
376 He had not explored them much further. They were usually subsumed under the Parks and  
377 Recreation or Transportation Departments. Vice Chair Russell noted that Brattleboro had a  
378 Walk/Bike Master Plan document the BPPAC could review, and he suggested perhaps sometime  
379 there could be a joint summit meeting.

380

381 **9) More Time**

382 **A) Website**

383

384 Mr. Redfern led a discussion about updating the BPPAC's webpage on the City of Keene's  
385 website, noting that the Committee would perennially comment on it being outdated and agree  
386 something should happen, but it would fall into the ether. He thought it was time to definitively  
387 communicate with Deputy City Manager Rebecca Landry in 2026, asking her to prioritize the  
388 BPPAC's webpage and requesting follow-up on some things that had been discussed but had not  
389 happened. Mr. Redfern was happy to write to the Mayor and City Council but suggested a polite  
390 communication to City staff first. Chair Jackson agreed that if there were new pieces the  
391 Committee wanted on the webpage, City staff would be very receptive, so Committee members  
392 should continue sharing any information that should be added or removed, especially in Mr.  
393 Redfern's letter to Ms. Landry. Mr. Redfern offered to draft a letter to Deputy City Manager  
394 Landry in advance of the January 2026 meeting, research the City website, look at other cities'  
395 websites, and present an objective for the BPPAC's new webpage. Vice Chair Russell agreed to  
396 work with Mr. Redfern and said this should be on the January agenda.

397

398 Vice Chair Russell wanted to note things to highlight in the new Bicycle/Pedestrian Master Plan:  
399 link to the City's 2025 Comprehensive Master Plan and the Committee's origin story, and the  
400 BPPAC's internal calendar.

401

402 Mr. Phillips asked where the BPPAC's website is located. Discussion ensued about where to find  
403 it on the City of Keene's website, located under Boards and Commissions. Some Committee  
404 members noted that it can be easier to find by Googling the Committee name. Discussion ensued  
405 about challenges navigating the City's website in general.

406

407 **B) Community Bike Share**

408

409 Chair Jackson noted that about a week or two ago prior at Keene City Green Bikes program  
410 meeting, which is still growing and improving, Marcus McCarroll arrived at site on Howard Street  
411 to about 20 bicycles essentially dropped off in front of the building by somebody without notice.  
412 This is a different establishment than The Cycle Sanctuary at 310 Marlboro Street.

413

414 **C) Public Arts & Trails Update**

415

416 Vice Chair Russell asked for an update on the Transportation Heritage Trail between Eastern  
417 Avenue and NH-101. Mr. Ruoff said there was a pre-bid meeting on December 8, 2025 and  
418 construction was anticipated to begin in January 2026. Weather would dictate how much they  
419 could get done, but at least for now they would start the clearing and drainage, which he thought  
420 would be critical because it can be a damp area. That would set up the area for the rest of that  
421 work. Once that concrete buttress is revealed, Vice Chair Russell said both the Historical Society  
422 of Cheshire County and Friends of Public Art would be interested in collaborating with Peter  
423 Poanessa on a stylized map of the historic railroad links with images on them to make it graffiti-  
424 proof. Vice Chair Russell noted the Committee might need to check with some other Commission,  
425 but there was definitely a lot of support and potentially even some funding.

426  
427 Mr. Redfern noted that Mr. Poanessa also owns a signal fixture, which has rust on it, but is intact  
428 and amazing. Vice Chair Russell agreed that he viewed it with Mr. Redfern and stated that all the  
429 features were still pretty well intact. Mr. Poanessa would be willing to restore the inside, with a  
430 protected covering, so you could see in it; he had contacted an auto mechanic to deal with the rust.  
431 Vice Chair Russell and Mr. Redfern thought that the signal fixture would make an excellent  
432 gateway to the Transportation Heritage Trail, maybe closer to Railroad Square, with high visibility  
433 like an art installation. They talked about the potential of a crowdfunding campaign to underwrite  
434 it. Chair Jackson asked if it would be something informational. Vice Chair Russell said yes,  
435 something like the gateway concept, with the map and showing the genesis of what the  
436 Transportation Heritage Trail is all about. He thought about it closer to the Monadnock Food Co-  
437 Op and not on the paved part of Railroad Square.

438  
439 **10) Next Meeting Date – January 14, 2026**  
440 **11) Adjournment**  
441

442 There being no further business, Chair Jackson adjourned the meeting at 9:22 AM.  
443

444 Respectfully submitted by,  
445 Katie Kibler, Minute Taker  
446

447 Reviewed and edited by,  
448 Megan A. Fortson, Planner

## Historical Marker Proposal

### Purpose:

The purpose of this proposal is to request the installation of a historical marker on the rail trail between Eastern Avenue and Water Street that honors and recognizes the importance of the “Keene Glass” factory that manufactured glass bottles on Marlboro Street from 1815 to 1842.

Presently, there are three historical markers on this stretch of rail trail that speak of the industries that dotted Marlboro Street in the 19<sup>th</sup> and 20<sup>th</sup> centuries. None of these markers, however, mention the existence of Keene Glass. In Keene’s own historical account *“Upper Ashuelot,” The History of Keene, New Hampshire* there is only one industry whereby a whole chapter is dedicated to it, and that industry is “Keene Glass” by Kay Fox, a past Director of the Keene Public Library and local historian. It should also be noted that by 1830 the glass manufacturing industry in Keene employed one out of every six workers.

Keene Glass was a major cog in the fabric of Keene’s long and illustrious manufacturing history. To honor and rectify this past oversight it is the intention of the Yankee Bottle Club to implore the City of Keene to erect and fund a historical marker of similar design and dimensions like those that are found on this section of rail trail.

Research on the history of the company and wording for a potential marker have been completed by members of the Yankee Bottle Club and the Historical Society of Cheshire County. Members of the Bottle Club also conducted research into the design and cost of such a marker and found a local sign maker who could oversee the preparation and installation of a historical marker on the rail trail. The effort to place a historical marker denoting the historical importance of Keene Glass has the endorsement of Keene’s Heritage Commission, the Bicycle/Pedestrian Path Advisory Committee, and the full Keene City Council.

At this juncture it is important that the Yankee Bottle Club highlights its overall mission for those that might not be aware of our club’s purpose. “The Mission of the Yankee Bottle Club to appreciate, preserve, and promote the history of glass making and collecting in New Hampshire and to further our understanding and knowledge of the glass making industry. It is also the Club’s duty to be well versed in its own history in order to advance its mission into the future.

### Estimated Bottomline Cost:

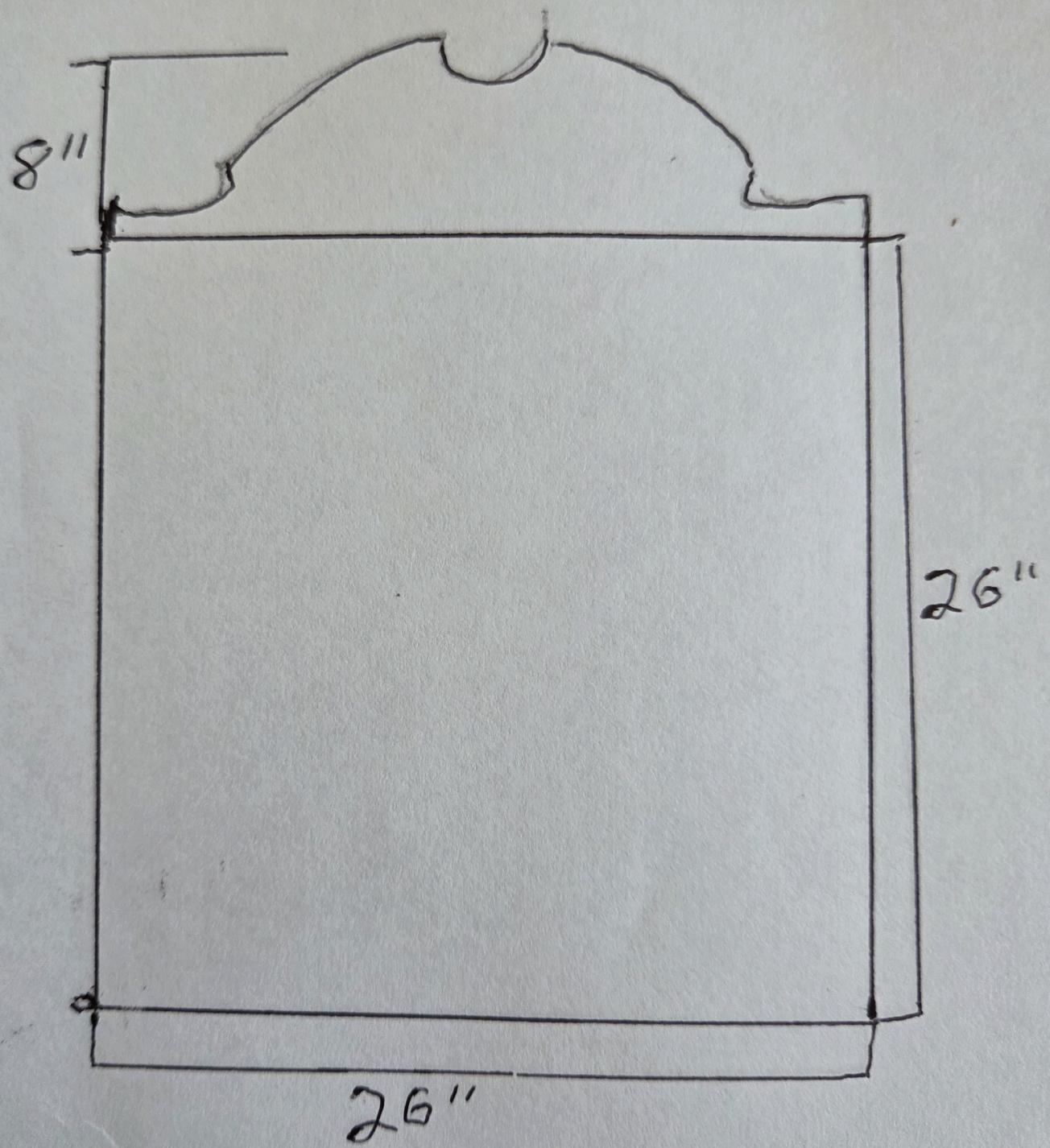
A member of the Yankee Bottle Club recently reached out to a local sign making authority, Peter Poanessa of Keene Signworx, to estimate the cost of a potential historical marker. Mr. Poanessa was given the dimensions, the design, and the material used in the production of the signs that are presently found on this section of the rail trail. His estimate was \$3,700.00.

### Some Background and a Summation:

The history of Keene’s manufacturing sector would astound many Keene residents today because of the enormous variety of products that were made here during the 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup> centuries. These products ranged from bricks, to saddles and harnesses, sleighs, chairs, muskets, bicycles, pails, woolen clothing (blue blouses for Union Civil War soldiers), screws, toys, clocks, shoes, boots, wooden pegs, wigs, leather goods, distilled liquors, window glass, glass bottles, and

much more. Our hard working and industrious forefathers and foremothers provided a legacy for us that we still enjoy today.

Today our factual history, both national and local, seems to be more fragile than ever. Holding on to our past sometimes gets lost in our haste to move to our next story. Sometimes our own local history is hidden from view but is still right in front of us. If it weren't for a dog walk along this stretch of rail trail and the questioning of a Yankee Bottle Club member that noted an enormous piece of Keene's history was missing on the markers that are presently found on the section of rail trail between Eastern Avenue and Water Street, this Keene Glass history might have been forgotten. Please help every citizen remember the importance of Keene Glass by erecting a new historical marker.



## BPPAC Project Updates 2025

SEPTEMBER				ITEMS WITH UPDATES			COMPLETED ITEMS			Updates (status changes and project notes)
Project	Priority	Master Plan Project #	Status	Budget *		Schedule				
				Cost	Status	Start	Finish	Status		
Master Plan	HIGH	P17	Submitted	\$ 50,000.00	N/A	July 1 2024	August 1 2025	Behind	CIP Project to complete the plan in 2024/5. Staff completed in August 2025.	
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	TBD	N/A	ongoing	N/A	N/A	The Proposed bike rack locations for the Downtown project were distributed and feedback from was provided to the City Engineer regarding the proposed locations in June and incorporated into the final design for bidding. All new racks are being installed Downtown, the existing racks can be re-used at other locations.	
Appel Way Trail Paving	HIGH	P7	Out For Bid	\$ 48,500.00	Under	7/1/2026	8/1/2026	On Schedule	Project under contract, scheduled for <b>Spring 2026</b>	
Safe Streets for All Grant	N/A	N/A	Submitted	NA	N/A	Spring 2023	January 2025	Behind	The 2025 Roadway Safety Plan has been adopted by City Council as of February 5th the scope of the project has been completed.	
NHDOT TAP Grant 2018 - Marlboro Street #42515	HIGH	BE22	Working	\$ 674,000.00	Over	Winter 2018	Fall 2026	Behind	A TAP grant with complete street improvements connection to Cheshire Rail Trail. 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. <b>Construction is scheduled to start in April 2026.</b>	
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 liaising 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 its renewal effort. E-report 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.	
FY25 Sidewalk Rehab Project	N/A	N/A	Planning	\$ 550,000.00	Even	Spring 2026	Fall 2026	N/A	2026 Sidewalk Replacement planned to be bid in February 2026.	

Downtown Infrastructure Project (MAIN STREET)	HIGH	P14	Planning	CIP	Even	Spring 2026	Winter 2028	On Schedule	<b>Bid opening in December, bids came in high, Engineering is going through value engineering for construction in the spring 2026.</b> 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.	
Lower Winchester Street (Roundabout - City Line)	HIGH	P22	Planning	CIP	Even	Spring 2032	Winter 2034	Behind	Planned improvements including sidewalks connecting market place in Swanzey and Route 10/Winchester Street. Preliminary design submission April 8th with <b>construction anticipated for 2032 based on the updated NHDOT 10-year plan.</b>	
Parks and Recreation Bridge Rehabilitation	HIGH		Working	CIP, City Staff	Under	August 2025	6/1/2026	Behind	Ashuelot River Suspension Bridge ( <b>completed in 2025</b> ), Appel Way ( <b>completed in 2025</b> ), North Bridge, Cheshire Rail Trail over Beaver Brook, Cheshire Rail Trail over the Ashuelot River and the Ashuelot Rail Trail Bridge (KSC bridge) will all be rehabilitated in 2026, with the work anticipated to be bid in February for winter / spring construction.	
Goose Pond Dam Pedestrian Bridge	MEDIUM	n/a	Planning	Operating	Under	September 2025	October 2025	On Schedule	Bridge installed, gravel access path still required to be installed to the bridge approach in the spring / summer 2026.	
Jonathan Daniels Trail Maintenance	HIGH	P3	Planning	\$25K	Under	Summer 2025	Fall 2026	On Schedule	Trail erosion and stream banking repair ( <b>completed in 2025</b> ). CIP Budgeted in Parks and Rec Trail Maintenance Program for improvements in 2026.	
Wayfinding Signage Facilities and Plan	HIGH	P11	Working	City Staff, \$42,000	N/A	Aug-25	N/A	On Schedule	Next steps signage design and placement in conjunction with City branding effort. <b>Signs have been installed WOOD AND WOOD SIGNS. Additional maps for Greater Goose Pond/Drummer Hill being created. Meeting scheduled between cooperative responsible for producing trail map for pdf web posting(s).</b>	
West Street - Complete Street	MEDIUM	P19	Planning	\$ 785,275.00	N/A	2031	2032	Behind	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 2029 for 2033 construction in the current 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. <b>TRAIL LIGHTS NOW INCLUDED HERE</b>	
↓Transportation Heritage Trail↓										
THT Phase 1 - CRT Eastern Ave to 101 (Transportation Heritage Trail)	NH	HIGH	P1	Out For Bid	\$ 386,400.00	Over	Fall 2025	Summer 2026	On Schedule	Project includes from Eastern Ave - 101 Bridge abutments. NTP for construction anticipated to start the end of January 2026.

THT Phase 2a - Prowse Bridge - CRT NH 101 Overpass to Stone Arch Bridge (Transportation Heritage Trail)	HIGH	P4	Planning	\$ 381,685.00	N/A	2027	2032	On Schedule	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. <b>Promotional website and video released with funding donation from PFK. 2025 TAP Grant Letter of Support and grant submitted. Included in NHDOT's 10-year plan as a TAP project.</b>
THT Phase 2b - Old Stone Arch Bridge - (Transportation Heritage Trail)	HIGH	P4	Planning	\$ 321,195.00	N/A	2025	N/A	N/A	PKF funding conceptual visuals. LCHIP grant planned for 2022 to fund Planning Study phase. <b>Promotional website and video released with funding donation from PFK. Updates on safety improvement initiatives from Chuck Redfern. Included in NHDOT's 10-year plan as a TAP project.</b>
THT Phase 2c - Island Street Bailey Bridge - Swanzey 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 Swanzey Factory Road to create a safe overpass for trail users and creating continuity of the Cheshire Rail Trail towards the Swanzey Town line. <b>Included in NHDOT's 10-year plan as a TAP project.</b>
NHDOT Route 101 Improvement Project	HIGH	P23	Planning	NA	Even	2024	2032	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/Swanzey Factory Rd. In preliminary design anticipated construction in <b>2031</b>