

**City of Keene**  
**New Hampshire**

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

**Wednesday, January 14, 2026**

**8:15 AM**

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

**Members Present:**

Samantha Jackson  
Rowland Russell  
Charles Redfern  
Councilor Edward Haas  
Dwight Fischer  
Michael Davern, Alternate  
Andy Holte, Alternate

**Staff Present:**

William Schoefmann, GIS Coordinator  
Bryan Ruoff, City Engineer

**Members Not Present:**

Brian Phillips  
Diana Duffy, Alternate

**1) Call to Order, Welcome, & Mission Statement**

Ms. Jackson called the meeting to order at 8:17 AM. Councilor Haas read the Bicycle/Pedestrian Path Committee (BPPAC) Charge, as found on the [City of Keene BPPAC webpage](#).

Mr. Redfern mentioned a conversation about preserving oak trees in Keene on WKBK Radio.

**2) Election of Chair & Vice Chair**

Ms. Jackson and Dr. Russell were no longer willing to serve as Chair and Vice Chair, respectively.

Ms. Jackson wanted to nominate Mr. Holte as Chair, but the Committee's Staff Liaison, Will Schoefmann, said that it was not possible with Mr. Holte being an Alternate Member; he could request that the Mayor renominate him as a Regular Member for the purpose of becoming Chair. Otherwise, Mr. Phillips was the only new Regular Member. Councilor Haas offered to act as temporary Chair and discussion ensued about Mr. Holte being renominated as a Regular Member. Mr. Fischer said he was open to learning about the role of Chair. Stephon Mehu of Keene stated that he was interested in joining the Committee, and discussion ensued about his potential as Vice Chair. The Committee discussed delaying the election until the membership was resolved, likely by the next meeting.

Mr. Fischer asked the role of the Committee Chair. Ms. Jackson, Councilor Haas, Mr. Schoefmann, and Dr. Russell summarized: working with the City Staff Liaison to draft the

Committee's agendas that define the meetings, writing/signing letters on behalf of the Committee, facilitating the Committee's meetings along with the Staff Liaison, representing the Committee when necessary at City Council and Standing Committee meetings, and coordinating with the Vice Chair to ensure they can run the meetings when the Chair cannot attend. Mr. Schoefmann said the typical sequence is for the Staff Liaison to draft the agenda based on the prior New Business, send it to the Chair for comments, and they revise it together.

The Committee agreed to delay voting, so the nomination/re-nomination processes could be completed for Mr. Mehu and Mr. Holte. Mr. Schoefmann would send the interest form to Mr. Mehu. Both Mr. Schoefmann and Councilor Haas would email Mayor Kahn about Mr. Holte's renomination.

A motion by Councilor Haas to postpone the votes for Chair and Vice Chair until the February 2026 meeting was duly seconded by Mr. Redfern. The motion carried on a vote of 3–2. Ms. Jackson and Dr. Russell voted in opposition.

### **3) Adoption of Minutes – December 10, 2025**

A motion by Ms. Jackson to adopt the December 10, 2025 minutes as presented was duly seconded by Dr. Russell and the motion carried on a vote of 4–0. Mr. Fischer abstained.

### **4) Safety and Outreach**

#### **A) Keene Glass Plaque – Update from Stephen Seraichick**

Mr. Schoefmann introduced Stephen Seraichick of the Yankee Bottle Club, who had visited the Committee a few months prior. Mr. Seraichick explained that the rail trail path from Eastern Avenue to Water Street has three historic Keene sign markers, but Keene Glass was left out. He passed around a book with a chapter dedicated to Keene's historic glass industry. While he said those who installed the historic markers on the rail trail might not have known about this book, Mr. Seraichick called the huge oversight of Keene Glass embarrassing and shameful. So, he said the Yankee Bottle Club had set out to rectify the issue. Mr. Seraichick explained how many hoops he had jumped through trying to get a sign erected to honor Keene Glass, starting with the State of New Hampshire and eventually ending at this BPPAC meeting. Yankee Bottle Club members met Alan Rumrill, former Executive Director of Historical Society of Cheshire County, and decided there should be a marker on the rail trail. Mr. Seraichick said that in 1831, one out of every six workers in Keene worked in glass manufacturing. He added that any glass collector or anyone knowledgeable about antique glass would know about Keene Glass.

Dr. Russell asked where the Keene Glass factory was located and Mr. Seraichick said Marlboro Street. There was a second factory on Washington Street, for which there is a state road marker at the Keene Recreation Center. Mr. Seraichick said he was seeking a City of Keene marker for Keene Glass, like the others on the Rail Trail that list the "City of Keene."

Mr. Seraichick explained that the Bottle Club designed a sign using the style and measurements of the existing markers. This information was passed along to Peter Poanessa at Keene Sign Worx to use when pricing out the design for the Keene Glass sign. Mr. Seraichick noted that the Rail Trail

signs were made of some sort of metal composite. Mr. Seraichick said Mr. Poanessa provided a bottom line figure and the Keene Bottle Club was asking the City of Keene to make the sign and pay for it. Mr. Seraichick stated, “We are not going to supply seed money, we are not going to have bake sales. This is Keene’s history. It is not just my history or Alan Rumrill’s history or my group’s history. It is everybody’s history in this town.” Mr. Seraichick said he and Mr. Rumrill developed the written proposal (having never done so before) and hoped to pass it off to the City Council at some point. He explained that the 2025 City Council supported having the sign, when there was no cost attached to it. Mr. Redfern said it would be fresh in their minds. Mr. Seraichick welcomed the Committee’s suggested edits to the proposal before sending it to Council. Lastly, to emphasize that everything made in this country—every artifact—has a story and a history, he passed around a bottle of Stephen Jewett ‘s Celebratory Pulmonary Elixir from the 1820s/1830s that was used to cure every disease.

Councilor Haas asked how much funding the Club was seeking from the Council. Mr. Seraichick said it would cost \$3,700.00 to fabricate the sign. Dr. Russell thought the Public Works Department would usually install a sign for the City. The City Engineer, Bryan Ruoff, agreed that either the Public Works or Parks and Recreation Department would self-perform that task for the City. Dr. Russell asked if that budget would capture time spent or also materials. Mr. Ruoff replied that staff would use an internal tracking system, the City pays its employees’ wages, and materials would likely be available in-house; there could be some varied, small costs for materials such as the concrete sign base that he called nominal.

Mr. Fischer said the applicant had switched from planning on private funding to making a statement that the City should fund this sign. Mr. Seraichick agreed. Given the City’s financial circumstances, Mr. Fischer recommended that this may not be the exact right time to suggest something like that to the City Council, because it could get lost amongst many things that would not get funded. He thought that a project less than \$4,000.00 might be a lot easier to fundraise than trying to get it through the Council in this environment. Mr. Seraichick said it is the City of Keene’s responsibility because it is the City’s history and all the other signs were erected by the City with his paychecks. Mr. Fischer said he was not arguing about that.

Mr. Schoefmann thought the funding source for the Rail Trail was included in a grant (likely taxpayer funded) for the state and federal government to construct that section of rail trail known as the Industrial Heritage Trail. Dr. Russell agreed, adding that Pathways for Keene took the lead; he saw it mentioned in the 1999 BPPAC Comprehensive Master Plan. Mr. Schoefmann agreed that Pathways for Keene had always tried to contribute to the City’s mobility. He added that these types of projects had typically been creatively funded. Mr. Seraichick, as a history aficionado, said “either we honor history or we don’t, that’s the way I look at it, and if it never comes to be, that is the way that it is.” Mr. Fischer thought the Committee was supportive of the idea and suggested thinking about the best way to get it done with the least resistance. Mr. Seraichick said he was familiar with resistance, because nobody had wanted to fund the project. Mr. Schoefmann thought the worst that could happen would be the Committee recommending it to Council and the Council denying the funding. Mr. Seraichick said that is fine.

Mr. Redfern explained what Pathways for Keene did for these trails. When the Heritage Commission found the 80% federal funding and told the City it could build bike trails throughout

the railroads for 20%, the City said it could not afford it. So, Pathways for Keene formed a nonprofit and offered to try coming up with 10%, half the local share, for as long as these trails are being built; Pathways had stayed true to date. Mr. Redfern said the City saw the public support behind it and saw the money coming in through the nonprofit. He thought the Yankee Bottle Club needed nonprofit support for this project. If the Committee's recommendation for funding to the City Council was denied, Mr. Redfern suggested that Mr. Seraichick should ask Pathways for Keene to be the fiscal agent because it would be a small project and the cost and location details were already known. Mr. Redfern thought that it would open a lot of avenues. He said it takes civic engagement to get these things done and going in and expecting Council to just pay for something usually does not work. Mr. Redfern said an offer to Council for raising half the funds could be a hook, for example, but he recommended that the applicant should proceed with their proposal first.

Dr. Russell asked if Mr. Seraichick met with the Heritage Commission. Mr. Seraichick said he would be this afternoon. Dr. Russell said it would help a lot to have two Committees making the same ask of the Council, with the same caveats the others had mentioned. Mr. Mehu asked if the City would be applying for NH Recreation Heritage Trail funding again this round. The City Engineer thought so; he and Mr. Schoefmann agreed that the bridge at Keene State College would likely be the priority. Mr. Seraichick said there would probably not be any federal funds.

Mr. Seraichick thanked the BPPAC for its time.

A motion by Mr. Redfern for the Bicycle/Pedestrian Path Advisory Committee to support the Yankee Bottle Club's proposal for a sign to be placed on the Industrial Heritage Trail at the City's cost of \$3,700.00 was duly seconded by Ms. Jackson. Discussion ensued.

Lisa Steadman, Mobility Manager for the Monadnock Region, arrived at 8:50 AM and introduced herself.

Mr. Fischer was comfortable recommending the proposed sign, but not at the City's expense as a responsible Budget item. He thought the applicant should be creative and it would not be a big deal to fundraise. Mr. Fischer did not think it was wise for the Committee to both support the sign *and* say the City should pay for it. Mr. Holte agreed that fundraising would probably be the quicker and easier route but said that was not what the applicant asked to have the Committee put before the Council. So, Mr. Holte still thought the Committee could support the request made and he was comfortable doing so, noting the City Council could disagree as well; he thought they might. Councilor Haas recalled that when this went before the City Council before, it was with a request for funding that was struck down quickly. He said the Council Standing Committee fully supported the idea of this sign and the group fundraising to accomplish it. Councilor Haas suggested that he should abstain from voting since this could come before him on at a future City Council meeting.

On a vote of 3–1, the Bicycle/Pedestrian Path Advisory Committee recommended supporting the Yankee Bottle Club's proposal for a sign to be placed on the Industrial Heritage Trail at the City's cost of \$3,700.00. Mr. Fischer voted in the minority and Councilor Haas abstained.

Mr. Fischer clarified that he supported the sign and voted in opposition because of the request for City funding. Mr. Schoefmann said this would likely be on the first Council agenda in February and then referred to a Council Standing Committee.

*[The Committee took the meeting's remaining Agenda items, up to New Business, out-of-order.]*

**B) 2026 AARP Community Challenge: Celebration and Grant Q&A  
Webinar – Tuesday, January 27, 2026 at 2:00 PM**

Ms. Jackson had not completed much research yet on this potential grant opportunity that Ms. Steadman sent to her. Ms. Jackson would look into the parameters more; it seemed like it could be used for some of the City's pedestrian facilities. Discussion ensued about who should attend if City staff would ultimately apply for the grant. Webinar registration was open to attendance. Mr. Schoefmann and Ms. Jackson said they would determine attendance.

**C) Annual Mayoral Bike Ride**

Mr. Holte reported speaking with Kristen of the Holyoke, Massachusetts, Bicycle and Pedestrian Committee, which organized their version of the Mayoral Bike Ride and a similar ride in Northampton, MA. Mr. Holte and Ms. Jackson scheduled a Zoom meeting with Ms. Sykes and their Holyoke staff member for January 15, 2026, and would report on what they learned at the February 2026 BPPAC meeting.

Councilor Haas looked more into individual towns around New Hampshire and still only found the 2024 Portsmouth Mayoral Bike Ride that was sponsored by a local bike group, which was unresponsive as to why they never did it again.

**D) Bike Week**

Dr. Russell recalled that he offered to look into different ways that rides like these have been used as fundraisers. He noted that the Clarence DeMar Marathon (both Super Senior and Kids) uses a common platform for these self-timed and -monitored fundraisers. For example, someone might complete the first half during their own time and the last half during the marathon. He said either the Mayoral Bike Ride or Bike Week could be a fundraiser like that. As a next step, Dr. Russell offered to speak with the Clarence DeMar Marathon organizers to learn how they use the tools and at what cost, if any. He called it a potential fundraiser or an incentive for people to ride more and at added distances.

The Committee recalled that the Mayoral Bike Ride was not scheduled yet and agreed that it would make sense to try scheduling it with Bike Week. Councilor Haas agreed to submit the application to the City Clerk's office to have the banner on the kiosks for Bike Month.

**E) A Week Without Driving: September 28, 2026 – October 4, 2026**

Ms. Jackson did not think the Committee had anything new on A Week Without Driving at this time. Discussion ensued on the purpose of "A Week Without Driving" and who it is intended to

target. Ms. Jackson noted that it is a national event toward the end of September as a good way to close out the season. Mr. Fischer wondered who the Committee would be targeting to go without a car for one week. Mr. Holte said it is a national awareness campaign, not the City's specifically, and anyone is invited to participate; the idea is to encourage people to experience what it is like to try getting around without a car. He said it would not be targeted at anyone, really.

Mr. Fischer cited the difficulties of not driving for a week in Keene for the parents of school-age children or the elderly. He said the concept would draw people in, but he wondered who in Keene it would be appealing to without a car. Because of the difficulties in going without a car, he worried it might seem a little insensitive. Ms. Jackson did not think it would be forcing anyone not to drive a car but encouraging people to try alternative transportation methods. Mr. Holte thought that the points Mr. Fischer was making were the reason the campaign exists: it is about understanding how difficult it is in the current infrastructure environment to get around without a car and how many people have to. Mr. Fischer's said his ultimate point was the push versus pull: look at what you can do without a vehicle. If there are bike trails and it is easier for people to commute to the places where they need to go, then there would be the uptake of biking. Otherwise, he was unsure who this would be appealing to in Keene and whether it would be worth the Committee's effort, but he did not want to stop it. Discussion ensued about the percentage of Keene's population who bikes and why. Mr. Fischer still thought the concept of "A Week Without Driving" seemed like a performative gesture, without a lot of impact.

Dr. Russell recalled that these facets came up at the prior meeting about engaging the local transportation companies for free City Bus rides that week, for example. So, there would not just be biking. He said it would bring awareness to the need for more comprehensive transportation infrastructure that gives options to people who would prefer not to have to drive their car. Mr. Fischer noted that after that one week, people would have to return to driving their cars for the other 51 weeks of the year. He thought people might ask questions when they see this.

Ms. Steadman felt deeply that Mr. Fischer was making a really good point, which is why Regional Mobility Management exists. She said "A Week Without Driving" falls within the greater New Hampshire Community Transportation Month, so there would be a lot of work trying to move community transportation forward in the City of Keene and this could be utilized as a time to highlight the fact that there is a lot of work to be done. Mr. Holte said that was where he saw the real value: in helping people understand what the City needs to do to push things forward to make it more possible to go without driving. Mr. Fischer suggested at the very least instead of saying "Without a Car," coming up with a more positive alternative that directs people to the bikes and various types of mobility.

**F) Bike & Pedestrian Yield Counts**

No comments.

**G) Bike Lane Ordinance – Draft Companion Documentation from Councilor Haas**

No comments.

## **H) Downtown Bike Lanes**

City Engineer Bryan Ruoff explained that the City received two bids on the Downtown Infrastructure Project and they were not favorably within the City's Budget, both about \$8–\$9 million over the City's budget for the entire project. He said the City was canvassing feedback from a lot of prospective bidders who did not bid and those who did to see how the City could change things to get more advantageous pricing. Regardless, he said construction would begin during the spring whether that would mean a smaller footprint on Main Street or a revised scope from what was originally proposed. Mr. Ruoff thought one positive he took away from the bids was the price of the bike lanes and the exposed aggregate surface that was recommended, which is competitive compared to standard concrete sidewalks and still as cost-effective for the City to include as part of the Downtown Project.

Mr. Ruoff said there were a lot of smaller ancillary parts, such as the bike racks that would likely be self-performed by the City to save upwards of \$50,000–\$100,000. City staff would be meeting with all the Council Committee Chairs on Friday, January 16, 2026 to review the fees and then present the findings to the Municipal Services, Facilities and Infrastructure (MSFI) Committee on Wednesday, January 21, 2026 (open to the public). The MSFI Committee would then make a recommendation to the City Council. Mr. Ruoff explained that the MSFI Committee generally reviews and recommends approval of any infrastructure improvement projects that appear before the City Council, including all phases and aspects (e.g., benches and bike racks) of the Downtown Infrastructure Project.

## **I) Letter of Recommendation – Replacement of Rt. 10 Bridge Over Ash Swamp Brook**

The City Engineer, Mr. Ruoff, thought this was premature, but City staff met with New Hampshire Department of Transportation (DOT) on Monday, January 12, 2026. He said DOT suggested that the City move forward replacing the Rt. 10 Bridge over Ash Swamp Brook, part of the Lower Winchester Street project. He said the City was facing a considerable effort, which may take up to two years for all the right-of-way acquisitions and purchasing along Lower Winchester Street. He thought there were only four abutters affected by the bridge replacement, which would likely fast track it sooner than the rest of the Lower Winchester Street project. Mr. Ruoff said NHDOT was on board with the idea. A recommendation from the Committee was not needed at this time. Mr. Holte asked if it would be a wider bridge to support the Complete Streets approach and Mr. Ruoff said yes; so, they agreed it would be a safer bridge.

## **5) Regular Project Updates**

### **A) BPPAC Master Plan Update – Review of Goals & Objectives from 1999 BPPAC CMP & Discussion with Deputy City Manager, Andy Bohannon**

The City Engineer, Mr. Ruoff, said he looked through the Budget after the last meeting to consider what could be consolidated from projects that had unused funds to accommodate a BPPAC Master Plan update. He noticed that a project was established for the BPPAC Master Plan update, and specifically \$50,000.00 for engineering services. He worked with Mr. Schoefmann on a Request

for Engineers' Proposals for Qualifications and proposals to assist the City with redeveloping the BPPAC Master Plan (e.g., developing electronic maps and tables, data collection, etc.). Ultimately, Mr. Ruoff explained that it would be this Committee's purpose to steer the BPPAC Master Plan, but there would be a consultant on board to assist with legwork being done on the City's/Committee's behalf.

Due to the length of this Committee's normal meeting agendas, he said the idea would be to have a second BPPAC monthly meeting to guide the Master Plan update, with all the information distributed in advance to maximize everyone's time. So, a quorum of BPPAC members would still be required to meet for the BPPAC Master Plan update, but the whole Committee would not have to attend. Mr. Schoefmann agreed, noting that this update had been in the works for many years. Mr. Ruoff explained the intention for City staff (himself, City Planner Megan Fortson, Parks and Recreation Director Carrah Fisk-Hennessey, and Deputy City Manager Andy Bohannon) to on-board the consultant and ensure they are familiar with the Capital Improvement Planning and all the City's reference documents. Mr. Ruoff said the City would have a lot of flexibility, so if one proposal were to really outline something really impressive that makes a lot of sense and is to the best benefit to the City, then they would have the option to make that selection.

Councilor Haas proposed appointing a Committee representative ("birddog") for the Master Plan Update Steering Committee to report back to the full BPPAC, should members miss multiple meetings and have questions. Mr. Schoefmann thought that was the same concept as having the BPPAC act as the Master Plan Update Steering Committee. Councilor Haas still thought that Steering Committee would need a leader. Mr. Schoefmann asked if the Councilor was volunteering. Councilor Haas declined but suggested Mr. Fischer has the background in City work and planning and asked if he would be willing. Mr. Schoefmann mentioned that there would also be a role for staff and Dr. Russell agreed, wondering if some of this would be redundant with their roles.

Dr. Russell mentioned that Brattleboro, Vermont, did a Walk/Bike Master Plan and other cities he had worked with on master plans had all hired consultants. He had recommended hiring a consultant. So, Dr. Russell said this funding and plan for the consultant was really good news. He mentioned planning to meet with Mr. Redfern to talk about the BPPAC's Origin Story and Mission, which would be part of the BPPAC Master Plan. Dr. Russell supported the concept of a second special monthly BPPAC meeting, specifically focused on the Master Plan update, because each BPPAC member has unique expertise to contribute to the update vs. allocating the task to one member. Mr. Schoefmann noted that this would be simpler than the Mayor appointing a special short-term advisory Steering Committee that reports to the City Council. He said in this case, all the specialists are already in the room, so they could avoid the process.

Councilor Haas and Mr. Schoefmann agreed that the BPPAC Master Plan Update Steering Committee should still have a Chair and Agendas, so the meetings would be focused. The Master Plan Update Steering Committee would utilize the existing structure of the BPPAC to steer the process. Mr. Ruoff said that as a City staff member, he would be flexible to function in whatever way makes sense to the Committee. He viewed this as a project like an engineering study or engineering report, for which he said he would basically function as a project manager (i.e., daily communication with the consultant, scheduling public outreach meetings to gather input, and



ensuring all items are addressed in the Master Plan as specified) to make the Committee's effort as easy as possible. Mr. Ruoff thought he could perform the role Councilor Haas had described if the Committee agreed. Mr. Ruoff envisioned the project managed by City staff.

Mr. Redfern said Mr. Ruoff would already be working with the consultant and it would be difficult for the consultant to work with the whole Committee. At the same time, he said it is the Committee's obligation to be involved with how the process is progressing. He recommended that it stay the work between the City Engineer and the consultant, with regular reports to the Committee as the project progresses; he said any Committee member could sit in at any meetings between the City Engineer and consultant if wanted and it would not hinder progress. Beyond creating extra monthly meetings to have the Committee serve as the Steering Committee, Mr. Schoefmann was unsure what more integral next steps the members were proposing to give their feedback. Dr. Russell added that he would still expect there to be individual responsibilities for Committee members and subgroups coming from those Steering Committee meetings (e.g., the Origin Story). However, in helping to draft or add aspects of the Plan, he said he completely trusted Mr. Ruoff to manage the whole process and having anyone else involved would slow it down.

Mr. Holte suggested moving on for the sake of the agenda/time. Councilor Haas agreed, but asked to discuss this more in February. Given the Committee was ending this meeting without a Chair and Vice Chair, Councilor Haas thought it left things open ended as to how BPPAC meetings would run in the future. There was consensus to wait to discuss more at the next meeting, when there would be more Committee structure. Mr. Ruoff said that the consultants' proposals would be submitted and ready to review by the February 2026 BPPAC meeting.

## **B) Updates to Project Tracking Table**

The City Engineer, Bryan Ruoff, reported updates to the Committee's Shared Project Tracking Table:

- Appel Way Trail Paving: Trail paving is under contract for spring 2027 and will be completed in April.
- NHDOT TAP Grant 2018 – Marlboro Street #42515: All additional phases after phase one were rolled into phase two and NHDOT committed spending money for that. The City would like select a consultant within the upcoming year.
- Transportation Heritage Trail (THT) Phase 1 – CRT Eastern Avenue to NH 101: scheduled to start with construction in early February 2026.
  - Tree cutting would start first-thing in late-January through early-February, keeping in mind how wet some of those sections get.
- FY25 Sidewalk Rehab and Road Overlay Project: likely going out to bid for construction in February 2026.
- Goose Pond Dam Pedestrian Bridge: mostly installed, more gravel to tie in stairs in early spring 2026 and a couple more concrete "waste blocks" in June when it is drier.
- Jonathan Daniels Trail Maintenance: staff planning an alternative trail (spring 2026) further from the River in case of a high intensity storm that wipes out that portion of the Trail, so there would be options to get through.

- West Street - Complete Street: the City was trying to advance the Ashuelot River Dam Replacement Project to fiscal year 2027 (beginning July 1, 2026) and there would be a lot of permitting and public meetings involved, so nothing would likely happen until fiscal year 2028 (beginning July 1, 2027). West Street was pushed out by NHDOT and Mr. Ruoff said the City was still looking to hire a consultant within the next year to start the preliminary design aspects.

**C) Sidewalk Rehab Project – Replacement Overlay & Plans**

Mr. Ruoff had not yet provided the Committee with a list of sidewalks the City was rehabbing but would email it after the meeting. The figure had not changed from the Capital Improvement Program (CIP), but they combined what were not finished last year with this year's, so it would be doubling. He recalled that with the City's new sidewalk overlay paver, the City's Highway Division was overlaying about two miles of older asphalt sidewalks as a part of the Ward Optimization Weeks, extending sidewalk life at a fraction of the cost of installing concrete. Simultaneously, improving pedestrian access. Mr. Ruoff would send out the list of locations that had been rehabbed and were planned. Councilor Haas asked if the CIP public meetings had been scheduled yet and Mr. Ruoff said no, he would have to update everybody once he received the notification.

**6) Volunteer Opportunities**

No comments.

**7) Old Business**

**A) Walk/Bike Master Plan – Brattleboro, VT**

Dr. Russell would send Mr. Ruoff the Brattleboro, Vermont, Walk/Bike Master Plan and information on some other municipalities with bike groups.

**8) New Business**

None presented.

**9) Adjournment**

There being no further business, Chair Jackson adjourned the meeting at 9:32 AM.

Respectfully submitted by,  
Katie Kibler, Minute Taker

Reviewed and edited by,  
Megan A. Fortson – AICP, Planner