

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

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

**Wednesday, April 8, 2026**

**8:15 AM**

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

**Members Present:**

Dwight Fischer, Chair  
Councilor Edward Haas, Vice Chair  
Brian Phillips  
Rowland Russell  
Charles Redfern  
Jacob Robertson  
Michael Davern, Alternate  
Diana Duffy, Alternate  
Andy Holte, Alternate  
David Mast, Alternate

**Staff Present:**

William Schoefmann, GIS Coordinator  
Jason Nadeau, Parks & Recreation Program  
Manager  
Mari Brunner, Senior Planner  
Bryan Ruoff, City Engineer (arrived at 8:45 AM)

**Members Not Present:**

Samantha Jackson

**1) Call to Order**

Chair Fischer called the meeting to order at 8:15 AM.

Chair Fischer commented on what great shape the trails had been in over the prior few months for multiple uses, especially out by the west side. The snowmobiles packed it down, so it was good for them but also the skiers, walkers, and fat-tire bikes. He called it incredible multi-use, which is a key issue for those types of trails and getting funding moving forward. Chair Fischer also appreciated the City doing a great job with the new pavement on the first part of Appel Way; Dr. Russell noted the second part is scheduled. Chair Fischer said all these things matter and as the Bicycle/Pedestrian Path Advisory Committee (BPPAC) continues, he wanted to emphasize that the trail system is a pretty incredible asset to the community.

**2) Adoption of Minutes – March 11, 2026**

Revision: line 269, change “hard left” to “hard lift.”

A motion by Vice Chair Haas to adopt the March 11, 2026 meeting minutes, as amended, was duly seconded by Mr. Phillips. The motion carried unanimously.

3) **Safety & Outreach**  
A) **Review Upcoming Schedule of Events**

Mr. Schoefmann created an annual schedule of events for the Committee (in the meeting's agenda packet). He called it pretty rudimentary, with some project updates that he reviewed briefly, including notes and members who had preliminarily agreed to participate (as listed during past meeting minutes). The Committee proceeded discussing plans for each listed event:

Earth Day: April 25, 2026, from 11:00 AM–3:00 PM. Vice Chair Haas to provide table, set up next to Pathways for Keene (PFK) at Railroad Square. Member contacts: Vice Chair Haas and Ms. Duffy. Members participating: Chair Fischer, Vice Chair Haas, Dr. Russell (set up), Mr. Robertson, Mr. Phillips.

- Vice Chair Haas and Ms. Duffy confirmed that they jointly signed up through the Monadnock Food Co-Op.
- Ms. Duffy said she would not be a good contact for that day. Mr. Schoefmann noted that “Member Contacts” was only for the Co-Op.
- Vice Chair Haas said he would coordinate that day and members could contact him. It would be a matter of showing up and representing the BPPAC's interests verbally and otherwise it is very informal. He would create a QR code to post on a sign on the table, so the BPPAC would have no handouts because PFK will have plenty. He will hang the BPPAC banner if there is a place (it talks about May as Bike Month and Keene as a Silver-level City by the League of American Bicyclists). Mr. Schoefmann would provide a large layout of the trail map for Vice Chair Haas to pick up the Thursday or Friday before the event.
- Dr. Russell will meet Vice Chair Haas for set up at 10:00 AM.
- Mr. Holte suggested bringing this whole list of events and dates for spectators to see. Vice Chair Haas agreed.

Green Up Keene: April 26, 2026. Member contact: Dr. Russell.

- Dr. Russell confirmed that the ECC cleans up its section of trail the day after the official Green Up Keene event (April 25) because the Committee participates in Earth Fest.
- Dr. Russell reported that the Committee would meet at 12:00 PM at the Emerald Street Pocket Park, where the Ashuelot and Cheshire Rail Trails cross.
- This would be co-sponsored with PFK. Dr. Russell, Mr. Redfern, and others would be coordinating.
- Anyone would be welcome to participate, not just Committee/PFK members.

Discussion ensued briefly about where to find meeting agenda packets: on the Committee's City of Keene webpage and in the monthly meeting reminder emails from Planner, Megan Fortson. Mr. Schoefmann said he might post the event schedule to the Committee's webpage.

East Keene Bike Swap: April 26, 2026, from 1:00 PM to 4:00 PM, at the corner of Church and Norway Streets at The People's Park. Mr. Holte alerted the Committee to this event sponsored by Keene City Green Bikes and The Cycle Sanctuary.

- The concept is to swap used bikes for kids or families who do not have them. Mr. Holte thought it would be free. The idea is to donate used bikes. Get in touch with Keene City Green Bikes early if you have a bike to donate.
- Mr. Holte would email the details to Mr. Schoefmann.

Kiwanis Cool Wheels: May 2, 2026. Mr. Schoefmann said this event is typically the kickoff for Bike Month events. Kiwanis sponsors a Bike Safety and Helmet giveaway at Parks and Recreation at 312 Washington Street. Typically, the Police Department does a helmet giveaway. The BPPAC has had a presence in the past.

- Vice Chair Haas said the BPPAC's part would be unofficial, gathering volunteers to provide basic maintenance on kids' (and occasionally parents') bikes. The BPPAC would not officially be representing the City or Kiwanis, it is just a BPPAC pop-up.
- Vice Chair Haas would bring some basic tools. Sam Jackson and Autumn DelaCroix would bring some full tool sets for basic maintenance (e.g., straighten handlebars, cracked frames, etc.). Vice Chair Haas said the kids love it.
- The maintenance is usually at the Parks and Recreation Center bus shelter. BPPAC volunteers are welcome anytime between 10:00 AM and 12:00 PM. Vice Chair Haas would send the Committee a reminder before the event.

Bike to Work Week/Day: May 11–May 16, 2026. Bike to Work Day is Friday, May 15th. Mr. Schoefmann was working on the Mayoral Proclamation for this event (modifying ones from the past). Member Contact: Chair Fischer. Members Participating: Committee members to attend Council meeting to receive Proclamation.

- Mr. Schoefmann would inform Chair Fischer of the date and time so he could be present to represent the BPPAC and receive the Proclamation. Mr. Schoefmann said it could be good to have a group present to accept it.
- Vice Chair Haas hoped this would not be on the Council agendas in April. Mr. Schoefmann thought it would be because the May agendas would be pretty full. Vice Chair Haas wanted to ensure the Mayor would be in town to present the Proclamation. Vice Chair Haas and Mr. Schoefmann said they would follow up and let the Committee know.

Mayoral Bike Ride: Mr. Redfern believed the dates were the weekend of May 16 and 17, 2026, not both dates, but with one to be a rain date. Member Contacts: Mr. Holte and Dr. Russell.

- Mr. Schoefmann will draft a memo from the BPPAC requesting that City Council approve this bike tour. Mr. Redfern noted it is called a "Bike Ride," but that some people were confused and thought it was a race. So, he recommended including the word "Tour" in the memo to somehow clarify for the public.
  - Mr. Schoefmann said this would simply be a Council endorsement. All his communications with the City Clerk said the event would be covered by the City's insurance, Primex. Mr. Redfern thought the City asked PFK to provide the insurance and PFK said no. Dr. Russell clarified that when first planning and wondering if insurance was needed, it was known that PFK has insurance. However, the Deputy City Clerk confirmed that this would not have to go through Council and verified that City insurance would suffice for the event. Mr. Redfern recalled that the Mayor hoped for a memo so the Council would endorse the

event, although Mr. Schoefmann said the endorsement would not technically be necessary because it is the Mayor's prerogative. Chair Fischer suggested mentioning the Council endorsement in the email with the Bike to Work Week/Day Proclamation.

- Mr. Phillips and Dr. Russell prepared three draft routes and provided copies to the Committee. Mr. Holte said the City Clerk needs to know the date and route.
  - The Mayor would prefer a route that is not too long, strenuous, or hilly. Mr. Holte said the organizers wanted to keep it approachable and he thought all the drafts were. Chair Fischer suggested allowing the Mayor to pick one of the three. Mr. Schoefmann believed the Mayor wanted the BPPAC to choose.
  - Mr. Mast offered an e-bike that the Mayor could borrow if that makes the route more appealing to him.
  - Chair Fischer discussed the three draft route lengths: 2.5 miles, 1.8 miles, and approximately 4 miles with little hills but going through a nice area. He wondered whether the Mayor would be comfortable with 4 miles and some hills, if perhaps he did not have to ride the whole time; Mr. Mast recalled the e-bike offer. Mr. Holte said it would not only be about the Mayor but anyone in the community being able to participate.
  - Dr. Russell discussed his draft map, which considered going past features that are on the BPPAC's radar for improvements (e.g., Eastern Avenue Transportation Heritage Trail work started, the Marlboro cutoff, Patricia Russell Park). It could start at Railroad Square, talk about the protected bike lanes because the downtown infrastructure project would be starting around then. Dr. Russell and Mr. Holte also discussed that anybody could do a shorter route, but those interested in a longer route could continue on an extended route using the bridges, mixing and matching options. Dr. Russell, Mr. Holte, and Mr. Phillips agreed to manage choosing the route as soon as possible after the meeting.
  - Mr. Phillips found the program "Ride with GPS" to create an event with a date and time, which can be private or public. The Committee could use it to promote the event. Mr. Phillips would share what he configured so Mr. Schoefmann could see if he can integrate it with his mapping.
- Dr. Russell said they discussed the date of Friday, May 15, 2026. The third Friday would generally be the monthly community bike ride, so he thought it would coordinate. If the Mayor is available, Dr. Russell supported any day that weekend. Mr. Holte suggested Saturday, May 16, 2026, with Sunday May 17 as the back-up date. There was Committee consensus for Mr. Holte's suggestion.
- Mr. Schoefmann explained a few stipulations of the City's insurance coverage. Primex provided feedback, requesting a waiver for anybody participating in the ride, so he would work on that. Additionally, BPPAC members are needed on the ride to be acting as sweepers or safety monitors at crossings and traffic stops. They also recommended inviting the Police Department's bike patrol officer, Josh English, on the ride. The Committee was enthusiastic about this idea and Mr. Schoefmann agreed to contact Officer English. Mr. Schoefmann would coordinate getting safety vests from the Public Works Department for those riding as sweepers; he thought BPPAC members should be prepared to ride as such. Dr. Russell is unable to ride but offered to wear a vest and help at critical intersections where needed and thought a few other non-riders might be needed

to do the same; they would report the number of volunteers to Mr. Schoefmann once the route is determined.

Tour de NH: May 30, 2026. Rail Trail Rides across NH, one held in the Monadnock Region – to be determined. Member Contact: Mr. Phillips. Members Participating: Monadnock Cycling Club assisting Bike–Walk Alliance of NH with routes and guide services.

- Mr. Phillips updated the Committee on the official date and noted that the organizers were proposing a few different routes. The one they thought was the best would be meeting at Elm City Brewery, where the rail trail goes all the way up toward Walpole, and coming back, where people could then have a post-ride celebration meal at Elm City Brewery. Along this route, people could stop at Stuart & John’s, Summit Winery, or Jingles Christmas Shop. It was mentioned that the ride back is a downhill, comfortable pace.
- The Bike–Walk Alliance of NH asked if the Monadnock Cycling Club would help with a couple of sweeps and facilitating the ride.

Mr. Redfern mentioned that the Great American Bike Tours is also coming to Keene on May 30, 2026 to use it as a test ride tour for people paying approximately \$300. They stay at hotels and eat at the restaurants while in town for the organized ride (i.e., vans transport the bikes and people). It is national and international. Mr. Redfern suggested Googling it to learn more about the New Hampshire-based company. He said it would be a great event for Keene to show off. It is great they are considering adding Keene to their future itineraries. Chair Fischer said the Committee would review these two May 30, 2026 events during the May BPPAC meeting.

4 on the 4th: July 4, 2026. Annual Road Race fundraiser held by PFK in Downtown Keene. Member Contact: Mr. Redfern.

- Mr. Redfern reported a modified route to squeeze the race in before the 4th of July parade and celebration. The Road Race begins at 7:30 AM (walkers) / 8:00 AM (runners) and it must depart Railroad Square by 10:00 AM because of the Monadnock 250th celebration festivities this year.
- PFK would be asking for volunteers to help with the condensed clean-up time.

Mr. Schoefmann noted there would be two big 4th of July events.

Monadnock 250th Celebration: July 4, 2026. Celebration of the USA including Kids Bike Parade at Keene State College. Member Contact: Vice Chair Haas.

- Vice Chair Haas was unsure what exactly it would be yet, but kids would be invited to come to the Keene Ice parking lot, and volunteers would help them set up for the parade, such as decorating their bikes, etc. Then the kids will queue on Baker Street and march or ride up Main Street to some end point, which was yet to be determined.
- Vice Chair Haas will share firmer details about where, when, and how as the date approaches.
- The tentative time was 11:00 AM, but it was yet to be determined.

Everyone agreed that July 4, 2026 would be a big day. City Engineer Bryan Ruoff arrived at 8:45 AM.

Lastly, Mr. Schoefmann noted that A Week Without Driving (Member Contact: Vice Chair Haas) coincides with Community Transportation Week (Members: Lisa Steadman, SWRPC): September 28–October 4, 2026.

Chair Fischer welcomed Lisa Steadman, Monadnock Region Mobility Manager for Southwest Region Planning Commission (SWRPC), who arrived at 8:49 AM.

**B) Cheshire Rail Trail – Trail Walk in Commemoration of the 30th Anniversary**

Dr. Russell said that he had not verified exactly when construction had started.

**C) Monadnock Alliance for Sustainable Transportation (MAST) Updates**

Mr. Schoefmann said he is a member of the Monadnock Alliance for Sustainable Transportation (MAST) Board and so are Ms. Steadman and Mr. Redfern. However, there was not much going on until their next quarterly meeting. Anyone who is interested can attend. Mr. Redfern said he talked to Henry Underwood from Southwest Region Planning Commission (SWRPC), who would review the current paper Regional Trails Maps and Localized Trails Maps (produced in 2025) floating around the City; he will update them and have them reprinted. Mr. Schoefmann noted that City staff would be printing a large copy of the Localized Trails Map for the Earth Day event. He confirmed that this map is also the basis of the maps for the trail markings at trailheads.

**D) Process for Repainting Road Markings**

As Mr. Schoefmann reported previously, the long lines (i.e., fog lines, center lines, etc.) are typically done through a contractor and he was unsure when that would go out to bid, usually springtime to schedule work over the course of the season. More detailed work is usually performed in-house. He did not see anything more detailed sent from the City Engineer at this time.

**E) Article for The Local Crowd Monadnock**

Mr. Schoefmann reported that this was a request for info about Bike Week from Jen Risley. It said they were looking for events by Monday, April 13. He supposed they could send her what was drafted so far for the Mayoral Bike Ride and tell her more information would become available. Chair Fischer said he looked at the article Ms. Risley wrote in 2025 and it was more on the economic benefits of having people ride and now Mr. Schoefmann said she was looking for something more substantive on whether things are going on for more exciting articles. Mr. Holte thought the Mayoral Bike Ride would be perfect to mention. Mr. Schoefmann said he would share some information with Ms. Risley.

**4) Regular Project Updates**  
**A) BPPAC Master Plan Update**

Mr. Schoefmann recalled that at the Committee's last meeting, the contract was being finalized for the Bicycle/Pedestrian Master Plan Update. Since then, there was a kickoff meeting with the contractor and staff members coordinating the project: City Engineer, Bryan Ruoff; Parks & Recreation Programmer, Jason Nadeau; Senior Planner, Mari Brunner; and Mr. Schoefmann. Ms. Brunner is also working with a few other Planners, who are assisting with the public outreach portion of the project. Mr. Schoefmann referenced a poll he sent out, noting the BPPAC would be acting as the Steering Committee because they already serve as a cross section of bicycle and pedestrian enthusiasts, users, and community members. It did not seem necessary for the Mayor to appoint an entirely new group. The Steering Committee's kickoff meeting is scheduled for April 22<sup>nd</sup> at 3:00 PM, most likely at Heberton Hall. The goal is to have a larger space depending on the exercises, but it is technically still a public meeting.

Ms. Brunner added that the Community Development Department (CDD) team would be focusing mostly on helping with outreach and engagement because the project budget is pretty tight. They had already been working with Keene State College (KSC) to organize outreach to KSC students before their finals week, which is set for the first week in May. CDD staff will be tabling at the KSC Earth Day celebration on Friday, April 7, 2026. On April 22<sup>nd</sup>, there will be a focus group with students and on the 23<sup>rd</sup>, CDD staff will table in the KSC Student Center throughout the day to get input from students and promote the survey by distributing a flyer with a QR code.

Ms. Brunner also reported on the Community Development Department applying for an AARP micro grant for walk and bike audits within the community. She said the City would be performing the audits regardless, but it would be great to have the support from AARP for supplies (e.g., safety vests for participants).

Ms. Brunner was also contacted by a member of the public who is a wheelchair user, participated in the Comprehensive Master Plan (CMP) process, and is interested in being involved with this project too; the CDD hopes to find a way to do that. Ms. Brunner said the Department was reaching out to various different organizations about hosting focus groups, walk audits, and other outreach events.

Mr. Schoefmann said staff were revising the detailed survey that would be released during the week of this meeting. The goal is to synthesize some of the information from the Safe Streets for All project, so the same information is not repeated. It is an opportunity to reach more useful data and build upon what was already done. He said that is the target of this Bicycle/Pedestrian Master Plan to pull together all these pieces that have already been collected/created by the City, such as the Safe Streets for All Report, the Complete Streets Design Guidelines, the City's CMP, and plans for the rail trails created by Southwest Region Planning Commission. Mr. Schoefmann said this project is to bring all this together, try to synthesize something useful, and to prioritize a plan for rolling out improvements to the bicycle and pedestrian multi-use system in the long term. He knew there were some questions about how the \$50,000 would be used, and he said this is the idea.

Chair Fischer asked whether there would be an opportunity to submit feedback or questions to the consultant without attending the Steering Committee meetings. Mr. Schoefmann was unsure but noted that the agendas would be shared.

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

### THT Phase 2a - Prowse Bridge - CRT NH 101 Overpass to Stone Arch Bridge (Transportation Heritage Trail):

Mr. Redfern said he got some concerning news that this phase of the project was moved back another year in the City's Capital Improvement Program (CIP). It concerned Mr. Redfern that the BPPAC was not advised about this delay. He felt like the City operated in a bubble, communicating to Councilors and not seeking input from the various individual committees that are related to events occurring in the City, specifically the CIP. He mentioned how difficult it was to track the CIP and where this item would be discussed. He was concerned about communication between this Committee and the City, particularly not being advised about this project phase being delayed or nobody seeking this Committee's input about it. Vice Chair Haas asked the difference between the phases.

Mr. Redfern explained that Phase 1 is the trail between Eastern Avenue and NH 101, which the City Engineer confirmed was currently under construction at this time. Mr. Redfern said Phase 2 will be putting up the Prowse Bridge, which will connect directly to the Stone Arch Bridge over NH 101; he called it the biggest project of the three phases. He said Phase 3 will be safety improvements to the Stone Arch Bridge, so that it will be aesthetically pleasing. Mr. Redfern noted that the final phase, which was not in the CIP at this time, would be relocating the Island Street Bridge over Swanzy Factory Road. It was his understanding that the Monadnock Rail Trails Collaborative offered to take that project on for the City; Mr. Redfern was unsure whether the City would be contributing any money. He noted that the individuals involved with the Monadnock Rail Trails Collaborative are creative fundraisers. Mr. Redfern hoped for some updates from the City Engineer, Bryan Ruoff.

### Appel Way Trail Paving:

Mr. Schoefmann provided an update on the Appel Way repaving project, noting that it was underway, so there were signs that it would be closed through Friday, April 10, 2026.

City Engineer, Bryan Ruoff, provided an update on the THT phases and Appel Way paving. He wanted to clarify some confusion on the Transportation Trail. Phase 1 of the THT trail project is under construction at this time and progressing on schedule. The funding years for Phase 2 of the THT improvements were revised in the recently adopted CIP update, solely based on the updated planned federal funding as reflected in New Hampshire Department of Transportation's (NHDOT) updated 10-year plan. Mr. Ruoff explained that the current schedule for the design and construction of the project is based on and is dependent on the planned federal funding for the project to proceed. Based on the current version of the NHDOT 10-year plan, Phase 2 of the project includes the remaining phases of the THT improvements that were previously identified

as Phase 2 through 4. Mr. Ruoff also confirmed that Appel Way Trail was scheduled for paving on April 9 and 10, 2026.

City staff were confirming with the contractor that they would be installing pavement when the ambient temperature is above 40 degrees, in accordance with engineering practice and accepted standards. Additionally, Mr. Ruoff reported that the contractor for Marlboro Street would be mobilizing starting on April 13, 2026 and starting on the trail scope of work from April to May. Mr. Ruoff clarified that the ambient temperature for April 9th was predicted to be lower than preferred for paving, so they may delay by one week. The ideal is 40-degree surface temperature and rising to prevent immediate cracking. He said they were still coordinating and would provide an update through the Parks and Recreation Department on whether the trail would be closed.

Dr. Russell asked if THT Phase 2 includes the Prowse Bridge and Stone Arch Bridge. Mr. Ruoff said no. Mr. Redfern asked if that includes Swanzey Factory Road and Mr. Ruoff said yes, as it is presented now in NHDOT's 10-Year Plan. That said, Mr. Ruoff explained that the City has no control over what DOT changes during its next update. As of this date, it included the remainder of the THT. The Committee found that to be helpful clarification.

Lastly, Mr. Schoefmann said the City Engineer would share a list of sidewalks with the group. He also reminded the Committee that the Downtown Infrastructure Project was rebid, and bids would be opened April 15, 2026.

### **C) Mobility Management**

Lisa Steadman, Monadnock Region Mobility Manager for Southwest Region Planning Commission (SWRPC) was pleased to speak with the Committee after sitting in on several meetings. She wanted to talk with the Committee about what she does, who she works for, and what her self-interest is. Ms. Steadman showed a flow chart of how the mobility management network is set up in the state of New Hampshire, and she showed her specific place in the network. She works for SWRPC and sits at the Monadnock Region Coordinating Council (MRCC) for Community Transportation as their staff representative (much like Mr. Schoefmann is for BPPAC). MRCC writes Ms. Steadman's work plan, advises her, makes the decisions, and she carries them out. Much like Mr. Schoefmann has a cohort of other GIS professionals in the State of New Hampshire, it is important for Ms. Steadman to be in communication with the Statewide Mobility Manager and other Regional Mobility Managers across New Hampshire. This ensures that all plans going on align and flow down, and that what is happening is known to the rest of the state.

Ms. Steadman is one of eight Regional Mobility Managers. There are only eight regions because number six combined with five and seven combined with nine. The eight Mobility Managers meet once per month and talk about coordination of transportation matters in the State of New Hampshire. Ms. Steadman's focus is Region 5, the Monadnock Region. Her primary job is to ensure that all transportation projects taking place are aligned as much as possible. So, she said she was at BPPAC meetings to listen, and all over the place hearing what people are doing and

synthesizing it to ensure they align in the same direction, while they all remain their own separate entities.

Next, Ms. Steadman described what is under her umbrella of focus as the Monadnock Regional Mobility Manager. She is focused on transportation for people who do not want to use their own vehicles. So that is everything from bicycles to transit, car sharing, and social service agency transportation. Ms. Steadman connects people with transportation options that are going to work with them. So, she needs to know about all of the options that are available within the Region, and she helps people decide what will get them to their destination. She also works across sectors with social service agencies and providers that belong to MRCC to understand what the needs, so she can then to convey to the MRCC what she is hearing to develop ideas to fix specific problems.

For example, she had been hearing about people who get to the hospital on an ambulance and then they cannot get home. She is talking about ways to fix problems like that one. Ms. Steadman said her job is to look from the big picture down to the small details because no other nonprofit has the time to look at everybody else's businesses and to connect all the transportation pieces. Additionally at this time, Ms. Steadman reported that she was managing the "*Keep New Hampshire Moving*" website as staff support for MRCC (she showed the website, specifically Region 5—the Cheshire/Monadnock Region—with project information, studies, and reports). Keene's Comprehensive Master Plan was also included on the Keep New Hampshire Moving website regarding what Keene is trying accomplish with the regional Community Transportation Plan. At the state-level, she also runs the statewide Transportation Equity Task Force, which is partnered with Able NH to ensure that people with disabilities are considered in transportation matters.

Ms. Steadman described a NextGen project coming up for the City of Keene, proposed to be the "*Greater Keene Network*": a micro transit and fixed route hybrid. The current City Express is a fixed route. She said this project would be supplementing that with smaller vehicles that go out into the community and drive people directly to where they need to go, rather than riding the City Express loop. Also connected with the NextGen project is a regional service called Community Access to Care Rides, which would be intended for the highest need of medical appointments to get people from all over the region to their cancer appointments, to dialysis, possibly to drug treatment if needed regularly, and prenatal appointments. Ms. Steadman said people across the entire region would be served by this new project as well.

Lastly, Ms. Steadman focuses on helping passengers. She is always ready to help someone having trouble to think through a way that she could probably help them by hearing their story. Even if she does not have the answers, she can collect stories of that person and similar stories. Sooner or later, she said they stack up to whether a project is needed. Ms. Steadman asks people to contact her if they need an advocate. For example, if they do not know how to ride City Express, if they think that something is going wrong, if they want to give feedback, and/or they have certain ideas. She shared flyers with the Committee describing what she does as a resource.

Ms. Duffy referred to the slide about the mission and a footnote that said, "except public transportation." Ms. Duffy wanted to be clear about that and what "transit" means in this context.

Ms. Steadman went back to the Federal Transit Administration Definition of Mobility Management, “*short range planning and management activities & projects for improving coordination among public transportation and other transportation service providers,*” then the slide said: (“*excludes operation of public transportation services*”). Ms. Steadman said this means Mobility Managers should be focused on community transportation systems, whereas subway/major bus systems should be handled by other entities (Mobility Managers ensure that supplements for those are all in existence).

Chair Fischer asked how the BPPAC could integrate greater awareness of the topics it discusses with her mission as a Mobility Manager: how can the BPPAC help to integrate bike/ped into the larger plan for transportation? Ms. Steadman said that allowing her to sit in on these Committee meetings and hear updates is very helpful. She mentioned a connection with e-bikes and Chair Fischer said it was a good point because they could be a viable means of transportation for some individuals with mobility issues. However, Ms. Steadman noted that the Committee might not want e-bikes on the paths (i.e., speed, wear-and-tear) and wondered about the parameters. Chair Fischer knew 8 mph was mentioned by the City Council, but Vice Chair Haas was clear that was not for the trails.

Mr. Mast asked whether Ms. Steadman needed volunteers to help people get around the area. Ms. Steadman referred to the Committee to Community Volunteer Transportation Company (CVTC), which is a volunteer program that recruits drivers to pick people up for specific purposes (e.g., groceries, social service or medical appointments). Ms. Steadman said she was also thinking about how low-income people get out to birthday parties and social events because that is important too and there is no service for that. She imagined a Keene exchange page for rides, like a “buy/sell/trade” idea. She cited potential liability barriers, noting nobody can guarantee safety during a ride with a stranger, but noted that it could work and relieve some pressure.

#### **5) New Business (Suggested Items for Next Meeting)**

Mr. Robertson noted that since joining the Committee as a new member, he sometimes was not completely aware of the details of large projects under discussion without going back through the minutes. He wondered whether there was a summary of what the Committee has done in the past, like the THT project, for example. Vice Chair Haas said it was a good question and aligned with the new Council requirement for all City committees to submit annual reports about what they did during the past year. He said the BPPAC’s first annual report was published on the website the prior year, and Vice Chair Haas thought it was the best overview other than the Project Tracking Table, which is always available. He said the Committee is due to write its 2025 Annual Report (somewhat following the City’s fiscal year: July 1–June 30), so he would be looking for volunteers to write it, or he would bring a draft to the Committee to approve. Dr. Russell also thought that some of these projects were connected to the City’s greater work and would not be in the BPPAC Annual Report, so he suggested consulting the Comprehensive Master Plan.

Ms. Duffy asked when the Committee would need to complete its League of American Bicyclists (LAB) application again. She said the City was at a Silver level. Vice Chair Haas thought it was

active through 2027. Ms. Duffy said she would inquire. Chair Fischer asked for a summary. Mr. Schoefmann explained that LAB provides community designations through a pretty extensive application process, which documents all the things the community has done through a series of metrics. There is also a “bicycle-friendly university” and “bicycle-friendly business program” and those all count toward the score. The City of Keene received Silver-level on the last application that was submitted with the help of some volunteers who were from this Committee, including Ms. Duffy. The application must be renewed every so many years to continue the designation, but Mr. Schoefmann had never seen a community downgraded. Ms. Duffy said it is possible and Keene “squeaked on the Silver.” Chair Fischer said he learned about one of the stellar communities, which is Amherst, MA, and the University complex there, which he called impressive.

Mr. Redfern addressed Mr. Robertson’s question. Mr. Redfern said the City’s Capital Improvement Program (CIP) book that comes out gives project descriptions in detail, talks about the fiscal year they are expected to be implemented, and costs. He called it an excellent source. Past CIPs show past projects. Vice Chair Haas and Mr. Ruoff said the FY2027–FY2023 CIP was adopted by the City Council and finalized. The final version is available on the City of Keene website. Vice Chair Haas said the CIP is the Council’s guideline and the next step would be the Budget process over the upcoming two months.

- 6) **More Time:**
  - A) **A Week Without Driving: September 28, 2026 - October 4, 2026**

No comments.

- 7) **Next Meeting Date – May 13, 2026**
- 8) **Adjournment**

There being no further business, Chair Fischer adjourned the meeting at 9:26 AM.

Respectfully submitted by,  
Katie Kibler, Minute Taker

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