

**Date:** January 22, 2024

**Agenda Prepared By:** Frank Koczalka, Project Manager

**Project No.:** 53066.00

**Project Name:** Keene Roadway Safety Action Plan

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## **Keene Roadway Safety Plan Committee (RSPC)**

Kick-off Meeting Agenda (4:00 – 5:30 pm)

- Call to Order
- Roll Call
- Welcome & Introductions
  - Please tell us about the organization you represent.
- Committee Charge
- Formalities
  - Rules governing “Public Bodies” – Assistant City Attorney
  - Rules of Order
  - Election of a Committee Chair and Vice Chair
- Overview of VHB’s Scope of Work
  - Stakeholder Engagement
    - Monthly RSPC (aka Steering) Committee meetings
    - Technical Advisory Committee meetings
    - Stakeholder listening sessions
    - MSFI Committee meetings
    - Project web site
    - Online survey and input map
  - Data Collection and Analysis
  - Determine Priorities
  - Develop Improvement Recommendations
  - Action Plan Development
- Project Schedule

- Open Forum Discussion
  - What are your key goals for the Roadway Safety Action Plan?
  - Where are the challenges for roadway safety in Keene?
  - Who are the Communities of Concern in your daily work?
  - Which agencies or partners do you believe should participate in this plan?
  
- Next Steps

January 22, 2024 | City of Keene, New Hampshire

# Roadway Safety Plan Committee (RSPC)



# Keene Roadway Safety Action Plan



# Today's Agenda

- Call to Order
- Roll Call
- Welcome & Introductions
- Committee Charge

*Oversee the Development of a comprehensive Safety Action Plan for the City of Keene. Provide guidance and general direction to City of Keene staff and engineering consultants as they collect and analyze roadway safety data and generate draft work product. Ensure that the plan development process provides for the equitable representation of all roadway users and stakeholders, and that the final document addresses the diverse needs of those groups. Assist in the development of specific roadway safety improvement priorities and recommendations. Ultimately, the Committee will make a recommendation to the City Council with respect to adoption of the draft plan and a roadway safety performance goal.*

- Formalities
  - Rules governing "Public Bodies"
  - Rules of Order
  - Election of a Committee Chair and Vice Chair

# Meeting with you today



**Frank Koczalka, PE, RSP 1**  
Project Manager



**Phil Goff, AICP**  
Public Outreach Lead

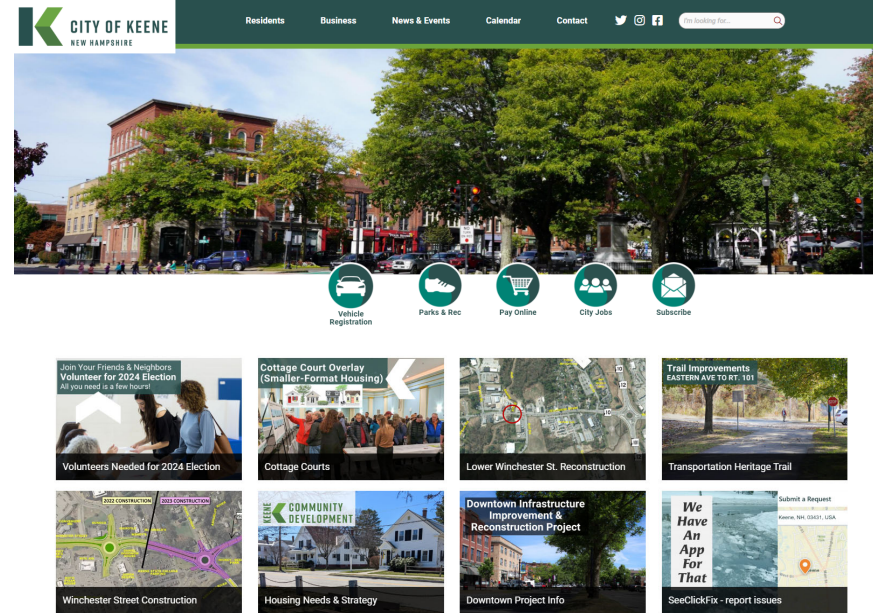


**Eric Tang, PE, RSP 1, RSP2B**  
Multi-modal Safety Lead

# Overview of VHB's Scope

- Stakeholder Engagement
  - Project web page

[www.keenenh.gov/roadsafety](http://www.keenenh.gov/roadsafety)



# Overview of VHB's Scope


- Stakeholder Engagement
  - Project web page
  - Online survey and input map
    - 14 questions
    - 5-6 questions for FlashVote survey (in late Feb/early March)
    - Topics include:
      - ✓ sense of comfort/safety for all transportation modes
      - ✓ barriers to walking/biking
      - ✓ spending priorities
      - ✓ key destinations
      - ✓ Demographics
    - Citywide input map to locate needed safety improvements

Keene Roadway Safety Action Plan Community Survey

Welcome to the Keene Roadway Safety Action Plan Community Survey!

Your responses to the 14 questions below will help the City and the planning consultants better understand key issues for people who drive, bike, walk, or use a wheelchair in Keene. As the Safety Action Plan evolves over the coming months, results of the survey will inform the team's recommendations related to proposed infrastructure projects, safety programs, and project prioritization.

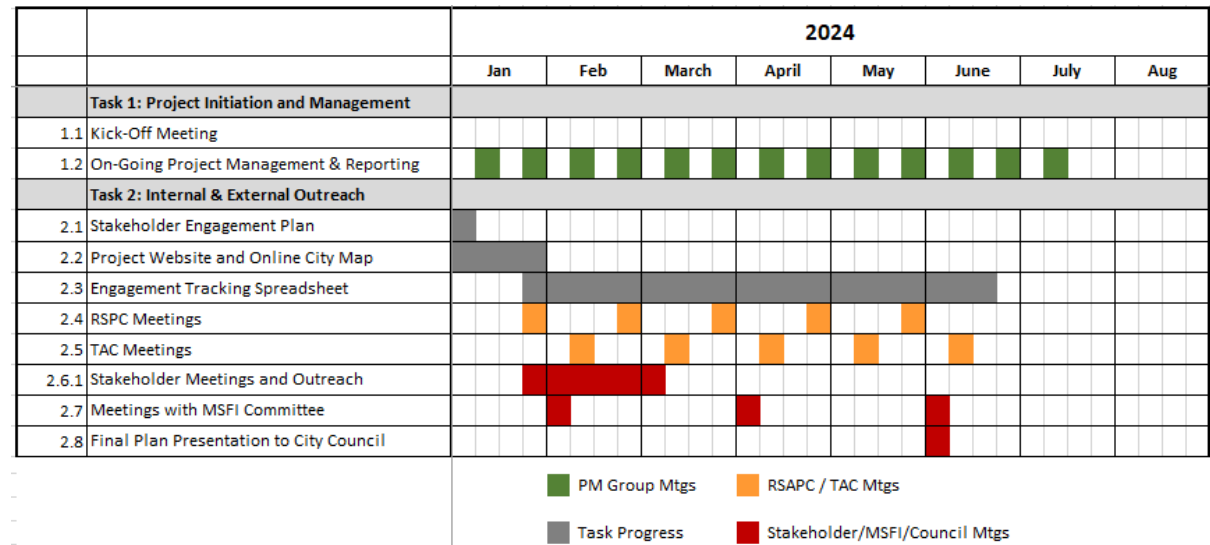
The survey, which runs through April, should take 10-15 minutes to complete and all responses are kept confidential. For additional information about the survey or the planning effort, please contact the City's Project Manager Brett Rusnock P.E. at [brusnock@keenenh.gov](mailto:brusnock@keenenh.gov)



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# Overview of VHB's Scope

- Stakeholder Engagement
  - Project web page
  - Online survey and input map
  - Road Safety Plan (aka Steering) Committee (RSPC) meetings
  - Technical Advisory Committee (TAC) meetings
  - Stakeholder listening sessions
    - KSC
    - SAU 29
    - Keene Housing Authority
    - Trail/ped/bike advocates
    - Social service agencies
    - Neighborhood groups
  - MSFI Committee meetings
  - Final presentation to Council



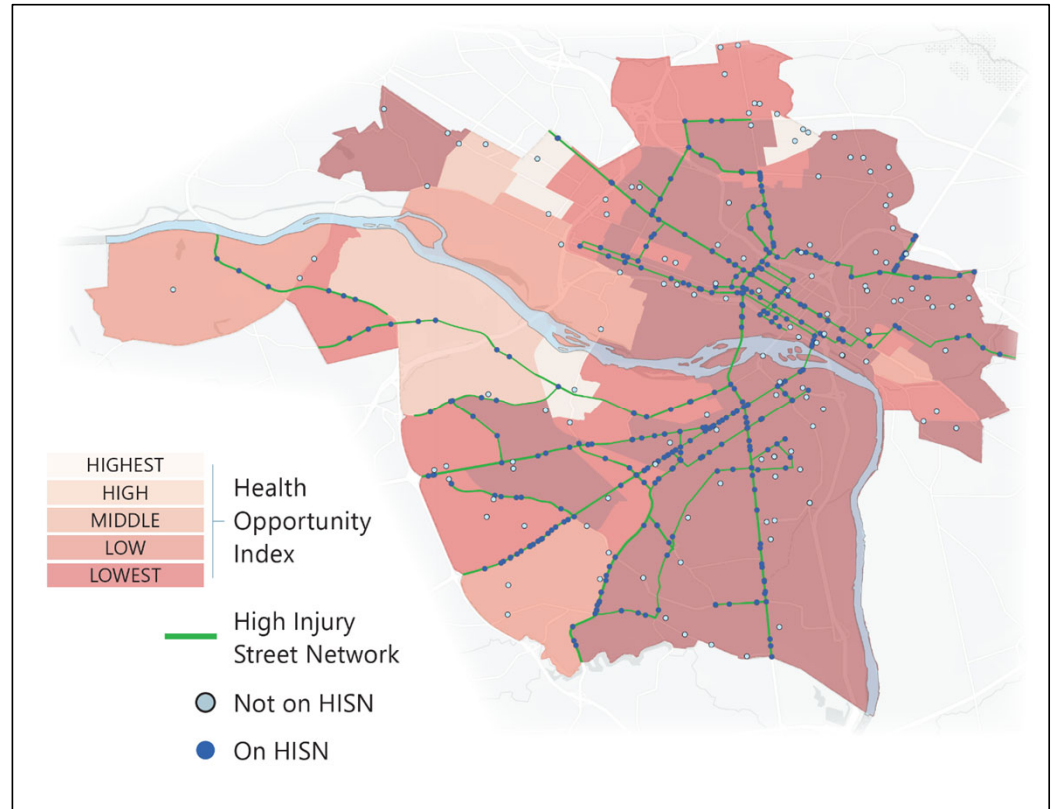


# Overview of VHB's Scope

- Stakeholder Engagement
- Data Collection and Analysis
- Determine Priorities
- Develop Improvement Recommendations
- Action Plan Development

# Data Analysis

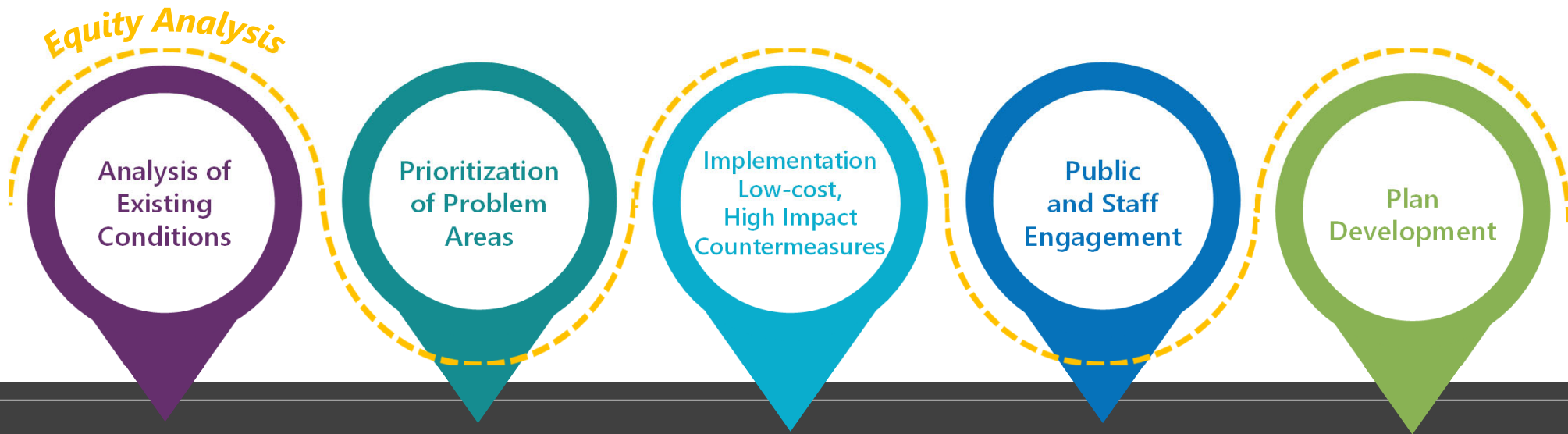
- Proactive and Reactive Data Analysis
- High Injury Network
- Crash Trees
- Roadway, Vehicle, Road User Factors
- Equity and Socioeconomic Factors



# Overview of VHB's Scope

- Stakeholder Engagement
- Data Collection and Analysis
- Determine Priorities
- Develop Improvement Recommendations
- Action Plan Development

# Road Map to Project Success



- ✓ Crash Data
- ✓ Road Characteristics

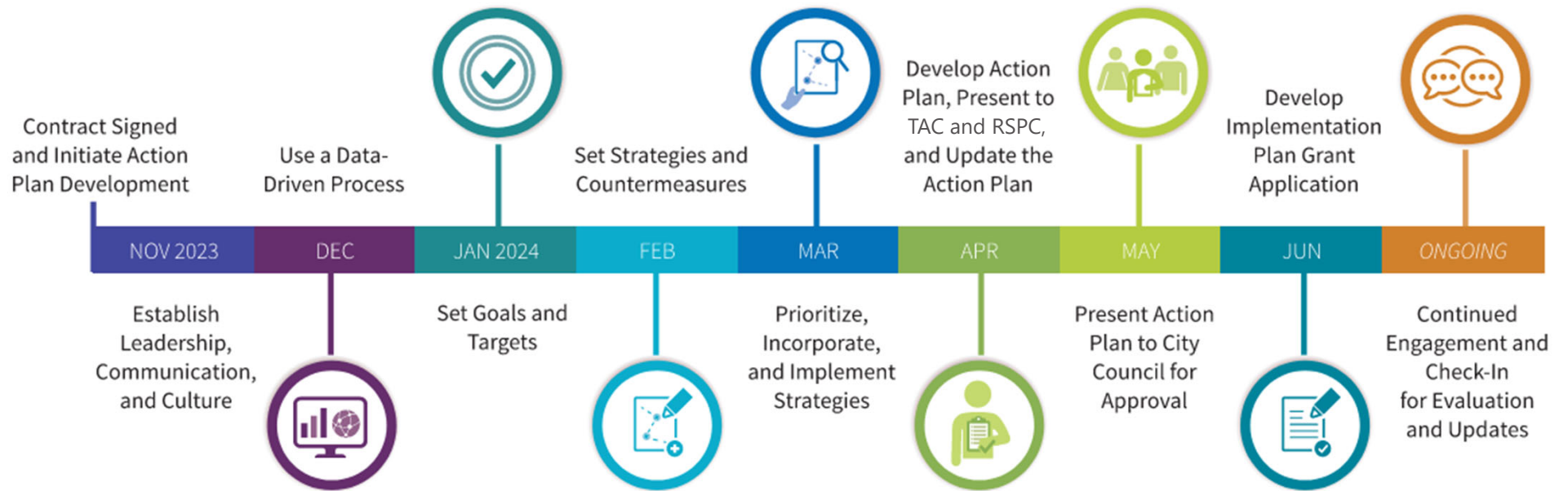
- ✓ High Injury Networks
- ✓ Vulnerable Population Mapping

- ✓ Develop a toolkit
- ✓ Our experience

- ✓ Workshops
- ✓ Targeted Communications

- ✓ Dashboards
- ✓ Staff Training

# Schedule



# FHWA Requirements

## **Safe Streets and Roads for All** **Self-Certification Eligibility Worksheet**

Applicants should follow the instructions in the NOFO to correctly apply for a grant. See the [SS4A website](#) for more information.

**Instructions:** The purpose of this worksheet is to determine whether an applicant's existing plan(s) is substantially similar to an Action Plan for purposes of applying for an Implementation Grant or to conduct Supplemental Planning/Demonstration Activities only. Use of this worksheet is required. Applicants should not adjust the formatting or headings of the worksheet.

For each question below, answer "yes" or "no." If "yes," cite the specific page in your existing Action Plan or other plan(s) that corroborate your response, or cite and provide other supporting documentation separately.

An applicant is eligible to apply for an Action Plan Grant that funds supplemental action plan activities, or an Implementation Grant, only if the following two conditions are met:

- Answer "yes" to Questions **3 7 9**
- Answer "yes" to at least four of the six remaining Questions **1 2 4 5 6 8**

If both conditions are *not met*, an applicant is still eligible to apply for an Action Plan Grant that funds creation of a new Action Plan.

Lead Applicant:  UEI:

- 1** Are both of the following true?  YES  NO  
If yes, provide documentation:
- Did a high-ranking official and/or governing body in the jurisdiction publicly commit to an eventual goal of zero roadway fatalities and serious injuries?
  - Did the commitment include either setting a target date to reach zero, OR setting one or more targets to achieve significant declines in roadway fatalities and serious injuries by a specific date?
- 2** To develop the Action Plan, was a committee, task force, implementation group, or similar body established and charged with the plan's development, implementation, and monitoring?  YES  NO  
If yes, provide documentation:
- 3** Does the Action Plan include all of the following?  YES  NO  
If yes, provide documentation:
- Analysis of existing conditions and historical trends to baseline the level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region;
  - Analysis of the location where there are crashes, the severity, as well as contributing factors and crash types;
  - Analysis of systemic and specific safety needs is also performed, as needed (e.g., high risk road features, specific safety needs of relevant road users; and,
  - A geospatial identification (geographic or locational data using maps) of higher risk locations.



## **Safe Streets and Roads for All** **Self-Certification Eligibility Worksheet**

- 4** Did the Action Plan development include all of the following activities?  YES  NO  
If yes, provide documentation:
- Engagement with the public and relevant stakeholders, including the private sector and community groups;
  - Incorporation of information received from the engagement and collaboration into the plan; and
  - Coordination that included inter- and intra-governmental cooperation and collaboration, as appropriate.
- 5** Did the Action Plan development include all of the following?  YES  NO  
If yes, provide documentation:
- Considerations of equity using inclusive and representative processes;
  - The identification of underserved communities through data; and
  - Equity analysis, in collaboration with appropriate partners, focused on initial equity impact assessments of the proposed projects and strategies, and population characteristics.
- 6** Are both of the following true?  YES  NO  
If yes, provide documentation:
- The plan development included an assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize safety; and
  - The plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards.
- 7** Does the plan identify a comprehensive set of projects and strategies to address the safety problems in the Action Plan, time ranges when projects and strategies will be deployed, and explain project prioritization criteria?  YES  NO  
If yes, provide documentation:
- 8** Does the plan include all of the following?  YES  NO  
If yes, provide documentation:
- A description of how progress will be measured over time that includes, at a minimum, outcome data.
  - The plan is posted publicly online.
- 9** Was the plan finalized and/or last updated between 2018 and June 2023?  YES  NO  
If yes, provide documentation:



# Open Forum Discussion

- What are your key goals for the Roadway Safety Action Plan?
- Where are the challenges for roadway safety in Keene?
- Who are the Communities of Concern in your daily work?
- Which agencies or partners do you believe should participate in this plan?

# Next Steps

- Schedule Stakeholder Meetings
- Distribute the Public Survey to Community Members
- Data Analysis Results
- Set Goals and Targets
- Set Strategies and Countermeasures
- Develop the Project Website