

City of Keene  
*New Hampshire*

**BICYCLE PEDESTRIAN PATH COMMITTEE**  
**MEETING MINUTES**

**Wednesday, February 11, 2015      8:30 am      2nd Floor Conference Rm, City Hall**

**Members Present:**

Greg Pregent, Chair  
Linda Rubin, Vice Chair  
James Duffy, Councilor  
Thom Little  
Christopher Brehme  
Charles (Chuck) Redfern

**Staff Present:**

Kürt Blomquist, Public Works (arrived at  
8:35 AM)  
Will Schoefmann, Planning  
Andy Bohannon, Parks and Recreation  
(arrived at 8:34 AM)

**Members Not Present:**

Andrew McCarron

**Others Present:**

**1. Call to Order and Roll Call**

Chair Pregent called the meeting to order at 8:30 AM. Roll call was conducted.

**2. Approval of Minutes – January 14, 2015**

Mr. Little made a motion to approve the minutes of January 14, 2015. Mr. Redfern seconded the motion, which passed by unanimous vote.

**3. Education and Outreach**

Mr. Schoefmann reported that Mr. Bohannon is still waiting to hear back from the group that is distributing the new pamphlets. Mr. Redfern added that there was a meeting and some deadlines had been set for Julie Holmberg to obtain commitments so the maps will be printed and distributed by dates certain or the project will be called off. Mr. Schoefmann replied that he thinks the deadline is in March. Mr. Redfern added that the distribution deadline is May, he thinks. Chair Pregent asked who is working on the advertisements. Mr. Redfern replied Julie Holmberg of CTM. Chair Pregent replied that he is glad to hear there are competent people working on this.

Mr. Schoefmann reported that there was a mix up with the mailing list for the Doodle polls. Many emails did not go out appropriately. He will re-send today, regarding scheduling the meeting to talk about the BPPAC Master Plan.

Mr. Bohannon arrived at 8:34 AM.

Mr. Bohannon reported that March 1 is the deadline for the maps and they have three sponsors already. There are several lined up. She is moving more aggressively than last year and he thinks they will have a good result.

Mr. Blomquist arrived at 8:35 AM.

Mr. Bohannon distributed copies of Multi-Use Trail Etiquette. He stated that they found another city with a great trail system and to publicize things, this city provides trail etiquette signage on the trails. He continued that users of Keene's trails might not be familiar with trail etiquette. These are educational signs to encourage safe use of the trails, with reminders such as "Keep trails clean" and "Share the trail." He thought he would share this with the group before going ahead with the initiative.

Discussion ensued. Mr. Redfern expressed concerns about too many signs permeating the trails and suggested informational signs/kiosks at trailheads instead. Mr. Bohannon and Mr. Schoefmann replied that they are conscious of not having too many signs. They spoke of three kiosks that are currently available to put in current trailhead locations. Mr. Redfern asked for photos of those at a future meeting. Discussion ensued about the details of the kiosks.

#### 4. Project Updates

##### a) **Roundhouse T Phase II**

Mr. Blomquist reported that the agreement is complete with the Public Service of New Hampshire (PSNH), and they will send that to the State as they finish their review and Federal Highway will be reviewing it. He continued that the project should be put out to bid in the next 30 days.

Mr. Redfern asked if the agreement with PSNH was successful in the sticking point regarding the route of the trail. Mr. Blomquist replied that he cannot remember off the top of his head. Mr. Little asked how long the agreement is for. Mr. Blomquist replied that it is an annual license that renews automatically unless either party says they want to talk about it. Chair Pregent asked what the time table is to start construction. Mr. Blomquist replied as soon as the weather breaks enough. He continued that they will first do the items that have the highest risk of changes, such as the culvert extension, due to the timing requirement that all change orders that the City wishes to have 80% funded need to be approved by the New Hampshire Department of Transportation (NHDOT) by June.

##### b) **Cheshire Rail Trail Phase II**

Mr. Blomquist reported that there is no change.

##### c) **Jonathan Daniels**

Mr. Blomquist reported that there is no change.

##### d) **Cheshire Rail Trail Park Ave Loop**

Mr. Blomquist reported that staff has met internally to start looking at how to implement the project. It has many pieces. They are working with the City Engineer to see what they will

accomplish in-house and what they need outside help with. They plan on using an old class 6 road, the Ami Brown Road, and will work with property owners that that road crosses, and they will check the clarity of deeds. NHDOT wants the City to start sometime this summer – to have implemented something, and to submit invoices if they use outside assistance. This would be construction in spring of 2016, at the soonest. Mr. Schoefmann asked about a meeting with NHDOT staff. Mr. Blomquist replied that he has not heard anything yet. Mr. Schoefmann replied that they will talk with NHDOT more. Chair Pregent questioned the class 6 designation. Mr. Blomquist replied yes, that needs to be figured out, by doing survey work. He spoke more about conversations they will need to have with nearby property owners. Discussion continued about the status and history of the road.

Mr. Little stated that there was question of how the Southwest Regional Planning Commission (SWRPC) fits into all of this. He continued that this project ended up being ranked by the SWRPC as the #1 project in the region. He distributed copies of the results of what was funded, and what was not. There was only one project from this region funded. He thinks that the people from around the SWRPC did a wonderful job and he is very thankful. NHDOT may give more information in the March meeting.

Mr. Redfern asked if Mr. Little is suggesting they write a letter to acknowledge the SWRPC. Mr. Little replied no, there was just discussion in the past about how that body fit into this process. He continued that from what they have seen in the past through the Transportation Enhancement (TE) program and other grant programs, the southwest region has always been a little underrepresented in those and has ended up getting 0 to 2 projects funded.

Discussion continued about the handout. Mr. Little reported that he is no longer on the SWRPC's Transportation Advisory Committee (TAC). He continued that perhaps there should be someone going to TAC meetings to keep track of what is going on, and reporting back to the BPPAC. Mr. Redfern asked if Mr. Little would be willing to do that. Mr. Little replied no, he will be there on an ad hoc basis. He continued that this is also the vehicle by which they met (former) Commissioner Clements. They got South Bridge split into two parts. The suggestion to them was, get the design work done so that if money became available for shovel-ready projects, this would be ready to go. He thinks this is the strategy they are following, and the Commissioner heard it first from the SWRPC.

Councilor Duffy suggested the BPPAC send JB Mack and Tim Murphy a letter at some point. Chair Pregent replied that he will do that, and he will email Mr. Mack to thank him for his work.

**e) South Bridge**

Mr. Blomquist stated that he does not have anything to report.

Mr. Blomquist reported that tomorrow night Planning is going in for the consultant contract award for the last Safe Routes to School (SRTS) project that was available. That will be moving forward, probably in the spring of 2016. It is for the neighborhood in the Jonathan Daniels area.

**f) Bike Racks**

Mr. Bohannon stated that there is nothing new.

**g) Planning Projects**

Mr. Schoefmann reported that at the last meeting the BPPAC had a question about the Colony Mill/Center of Keene. He continued that Mr. Bohannon was correct that their site plan was approved. The Roundhouse T Phase II designs had been sent to Brady Sullivan for review, but it is unknown whether they took that into consideration for the future.

Mr. Schoefmann reported that they have not heard back from Brickstone Land Use Consultants regarding whether they had submitted a letter to the State about the trails for the Mills project (student housing in the Ralston Street area). Chair Pregent stated that he heard they had heard back. He suggested checking with Karen Purinton - she had insinuated that the developers had heard something and there was the idea of a “curb cut” coming out on the rail trail and lights on the crosswalk. Discussion continued.

**5. Maintenance**

Mr. Bohannon reported that they have been doing winter maintenance on the Main Trails and will be doing the Industrial Heritage section more because there is a race there this weekend. They have created a 1.5 mile groomed loop in Wheelock Park for snow-showing and cross-country skiing. Per Chair Pregent’s request, he explained the location of it. They had a snowshoe race there last week; they will groom it again, and put the information on the website.

Mr. Redfern stated that Ron Robbins, Trail Administrator for the Keene Snowmobile Club, called him to inquire about the possibility of a partnership with BPPAC or Pathways for Keene (PFK) to have a trail maintenance day in the fall. The snowmobile club would help clean out the gutters of the trails for maintenance and drainage purposes. He continued that he told him he would bring it to this committee for discussion. He spoke positively about the idea. Discussion ensued. Mr. Bohannon stated that he will follow up with Mr. Robbins. Chair Pregent and Mr. Blomquist stated that they think it is a good idea and talked about how it could work.

**6. Old Business**

Mr. Schoefmann reported that he will re-send the Doodle poll today to schedule a BPPAC Master Plan meeting.

**7. New Business**

Ms. Rubin reported that the SRTS Committee has finished its charge and disbanded, but this does not mean SRTS activity will go away. Through the CDC grant, the SWRPC will be working with the four Keene schools and the Marlborough school to advance SRTS and there will probably be possible projects coming out of this work in the next two and a half years. She recommended keeping SRTS on the BPPAC agenda so they do not lose track of this. SRTS is not being addressed by any other City committee currently.

Ms. Rubin continued that there is also Complete Streets (CS). Mr. Blomquist, Mr. Lamb, folks from SWRPC, and others are informally meeting about developing a policy based on the resolution that the City Council passed a few years ago. The topic does not have a “home” elsewhere in the City to get citizen input. They will be meeting soon with the City Manager and Mayor and they may have suggestions about the process. But she wanted to bring it up here.

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The BPPAC had incorporated some CS language into the goals of the BPPAC Master Plan, so she thinks CS should be a BPPAC agenda item. Maybe they could get SWRPC to come to this BPPAC to update them on what they are doing with CS and SRTS. Chair Pregent agreed. Mr. Schoefmann stated that he will coordinate with Mr. Mack for a report out.

Mr. Redfern stated that the Marlboro Street Re-zoning Initiative Project has recommended CS for Marlboro Street, which is the second widest street in Keene. He continued that David Richards has requested CS to be put into the CIP process. Mr. Blomquist replied that Councilor Richards asked for the Marlboro Street concept be looked at and put into the CIP. That will be a discussion. It would be about a 3 to 3.5 million dollar project to re-build the street so that will guide where it ends up for timing. Mr. Redfern added that the group also recommended trail access points. He explained where. He thinks it included a connection to the extension of Victoria Street – there was a concept map in one of the consultant’s presentation papers and maybe this group would want to see it.

Mr. Blomquist gave information about and encouraged the BPPAC members to attend the East Side Forum on February 24 at 6:00 PM at Heberton Hall. He continued that it is an opportunity for the community to talk about Keene’s east side. Discussion ensued. Mr. Schoefmann and Mr. Blomquist gave more information about how the forum will involve and solicit public input.

Mr. Blomquist encouraged BPPAC members to attend the CIP Public Hearing at the City Council meeting on March 5. He continued that they can listen in, or provide input on projects.

Mr. Redfern stated that there is potential for CS on Marlboro Street, but with hefty price tags. He asked if the Transportation Investment Generating Economic Recovery (TIGER) grant is a possibility. Mr. Blomquist replied that he looked into it, and the grant is very competitive. He spoke more about how the project seems to fit well with the TIGER program, but the process of implying is very involved and intense. Discussion ensued. Mr. Blomquist answered committee members’ questions about the TIGER grant program. He clarified that it is federal money, but run through NHDOT, so the federal guidelines apply.

Mr. Little asked about the report to be given at the Municipal Services, Facilities, and Infrastructure (MSFI) Committee tonight. Mr. Schoefmann replied that Chair Pregent will report on the BPPAC’s activities. He explained that the report is part of a new City initiative – every board and committee will report annually to the City Council or a City Council committee. Councilor Duffy and Mr. Blomquist gave more information about it.

Mr. Redfern stated that snowmobilers are trying to make a trail. He explained the location. He continued that the snowmobilers are talking with Keene State College and PSNH about it; it is not a City issue. He is just sharing this information for awareness. Discussion ensued.

#### **8. Adjournment – Next meeting date March 11, 2015**

The meeting adjourned at 9:30 AM.

Respectfully submitted by  
Britta Reida, Minute-taker

Additional Edits by  
Will Schoefmann, Planning Staff