



**Amherst Bicycle & Pedestrian  
Advisory Committee**

Meeting Minutes  
September 12, 2023

1 Meeting attendees: Chris Buchanan, Wendy Rannenberg, Rick Katzenberg, and Tom  
2 Christensen

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4 Staff present: Kristan Patenaude – Recording Secretary (remote)

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6 Chris Buchanan called the meeting to order at 7:06pm.

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8 **1. Project Updates**

9 **• Shenk Easement & Improvements**

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11 Chris Buchanan explained that the Shenks are ready to donate an easement along the rail trail.  
12 The railbed has been surveyed and a draft easement has been submitted to the Town for  
13 review. The acceptance is tentatively scheduled for the Board of Selectmen meeting on the  
14 25<sup>th</sup>.

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16 **• Baboosic Greenway Amherst North-02**

- 17 **○ NH DOT drafting agreement**  
18 **○ Budget update**  
19

20 Chris Buchanan explained that the NH DOT offered to move this project up in its 10-Year  
21 Plan schedule, if there is interest on behalf of the Town. He presented this idea to the Board of  
22 Selectmen and the direction was for the NH DOT to draft an agreement for this proposal for  
23 the Selectmen to consider. There was also a request for a budget update for the project. Chris  
24 Buchanan explained that the DPW is working with VHB to receive an updated budget. This  
25 should be completed this week.

26  
27 **2. Budget Discussion**

- 28 **• Multimodal Capital Reserve Fund**  
29 **• Annual budget**  
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31 Chris Buchanan explained that he will be presenting a Strategic Plan to the Selectmen at their  
32 next meeting. He would like to request another warrant article for \$75,000 for the Multimodal  
33 Capital Reserve Fund. If this is approved, the Town's 20% match for the School Sidepath  
34 project would be available and the project could move forward. He would also like to request  
35 a line in the DPW budget for multimodal items at \$35,000. This could also be used for a 20%  
36 match for an RTP micro grant.  
37

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APPROVED

**Rick Katzenberg moved to recommend a \$75,000 warrant article with the funds to be utilized for the School Campus sidepath project. Seconded by Wendy Rannenber.**

**Vote: 4-0-0, motion carried unanimously.**

**Wendy Rannenber moved to request a \$35,000 line item be included in the DPW's budget for multimodal projects. Seconded by Rick Katzenberg.**

**Vote: 4-0-0, motion carried unanimously.**

**3. Fundraising for local match (Baboosic Greenway North-02, North-03)**

- **Pending donations**
- **Public fundraising**

Chris Buchanan explained that there is a possibility of getting a CMAQ grant for North-03, but the earliest this would be awarded is next July. He hopes that the Committee will finish the School Campus sidepath project and move forward on these projects.

Chris Buchanan explained that the Bean Foundation has allotted \$70,000 toward the local match requirement over the course of two years. He will next speak with the local philanthropist on the possibility of matching this amount.

Chris Buchanan explained that the Community Regional Foundation Fund is available to aid charitable and municipal development projects, such as rail trails. He will meet with this group next week to discuss this project.

Wendy Rannenber suggested that money could be available through the Moose Plate State fund as well.

Chris Buchanan explained that the local match required for both projects could be approximately \$500,000 over the next 3-5 years. This would be to obtain a grant that is five times this amount. He would like to be able to share with the Selectman how much money there may be to offset the local match amount.

**4. RTP Grant (2024)**

Chris Buchanan explained that Mike Hansen, of Hansen Bridge, will be quoting the Committee for the cost of a bridge to cross Beaver Brook at McOsken Kennels. Chris Buchanan noted that he may no longer be in Town by the time the RTP Grant opportunity comes around and someone will need to help with this.

**5. Documentation of our work (NRPC)**

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APPROVED

Chris Buchanan explained that he would like to request that NRPC officialize the Committee's maps that have been created over the years. This should not come at an additional cost to the Town.

## **6. Membership update**

Chris Buchanan noted that Michael Merra has tendered his resignation from the Committee. He may still be willing to help the Committee with small specific projects.

Rick Katzenberg noted that there has not been great representation from the ACC or Selectmen on this Committee. There needs to be a larger Committee makeup, including members of the public.

Wendy Rannenberg suggested that the Committee openings be placed on the Town website and in the Town newsletter.

Tom Christensen noted that he collected trash along the Amherst Street sidepath for many days. Manchester Moves loaned the Committee an e-trike to use for trash cleanup. There was not much trash found along the route and he believes that the trash that was collected came from drivers and not from users of the sidepath.

## **7. Approval of minutes of May 9, 2023, and August 8, 2023**

**Wendy Rannenberg moved to approve the meeting minutes of May 9, 2023, and August 8, 2023, as presented. Seconded by Rick Katzenberg.**

**Vote: 4-0-0, motion carried unanimously.**

Chris Buchanan stated that he reviewed the Amherst sidepath use data and found an average of 78 pedestrian users on weekends and 153 average pedestrian users on a weekday. The total number of users since the installation of the counters in June is 11,332.

## **8. Adjournment**

**Chris Buchanan moved to adjourn the meeting at 8:07pm. Seconded by Wendy Rannenberg.**

**Vote: 4-0-0, motion carried unanimously.**

*Respectfully submitted,  
Kristan Patenaude*