



**Amherst Bicycle & Pedestrian
Advisory Committee**

Meeting Minutes - APPROVED
February 8, 2022

1 Meeting attendees: Chris Buchanan – Chair, Wendy Rannenberg, Chris Shenk, Judy Shenk,
2 Patrick Daniel, John Harvey (remote), and Tom Christensen (remote)
3 Staff present: Kristan Patenaude – Recording Secretary (remote)
4 Also present: Gina Frey (remote)
5

6 Chris Buchanan called the meeting to order at 7:07pm. He noted that there was participation
7 from Committee members both in-person at Town Hall and remotely via Zoom.
8

9 **1. Discussion of warrant articles and communication**

10 Chris Buchanan explained that Warrant Article 29 is for \$75,000 for the AMS/SHS School
11 Campus project. This is year 2 of 3 for this same request. Results of the road survey
12 completed in November show that the right of way is sufficiently wide to accommodate the
13 road and the path without needing to move the road at all. This survey was only completed at
14 the crossing to Honey Pot Pond, so there could be changes along the route.
15

16 Wendy Rannenberg explained that the Ways & Means Committee supported this article by a
17 vote of 7-0. Selectman John D'Angelo will be speaking to this article at the Deliberative
18 Session.
19

20 The Committee reviewed the slides and wording that will be presented at Deliberative
21 Session. Chris Buchanan explained that the CMAQ (Congestion Mitigation Air Quality) grant
22 will be available in September of this year. If this Warrant Article is approved, the Town will
23 have the funds to apply for this grant. Successful award of this grant would cover 80% of this
24 project.
25

26 Previous attempts for this route, starting in 1984, all failed due to trying to place a 4' sidewalk
27 along Cross Road, where the right of way is not long enough. Another attempt in 2001
28 engineered the entire route to the Village, which suggested an 8' sidepath, separated from the
29 road by 5'. This report cannot be found anywhere. In 2013 the Safe Routes to School
30 Committee submitted a report. This is the first iteration of this project that does not attempt to
31 use Cross Road.
32

33 The Committee discussed Warrant Article 30. Chris Buchanan explained that he will likely
34 amend Article 30 on the floor of Deliberative Session. This item has been interpreted as an
35 effort to raise money for a bike/ped project. This project is to upgrade already slated
36 reconstruction of five roads in the Village in 2025 through design engineering efforts. Thus,
37 he will amend the Article by removing the word "Multimodal" from the title and "bicycles

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and pedestrians on” from line 4. This is a road reconstruction project, and his intention is to make this clearer.

Wendy Rannenberg stated that the Ways & Means Committee believes that this should not be a separate Warrant Article; it should be in the DPW’s budget. The Selectmen were not willing to make that change this year.

In response to a question from Chris Shenk, Wendy Rannenberg stated that placing this project in the DPW’s budget would not have any effect on applying for grants.

Chris Buchanan explained that the money that goes into engineering counts towards the Town’s 20% grant match. He explained that the Committee has been working with MobiCo Engineering for two years, as they are the experts for how to take road design and make it safer for all users. The company indicated it would need to partner with a local company to do design work and engineering for the project. He met with CMA Engineers in Portsmouth who indicated that the proposed \$98,000 is sufficient to produce a grant application and design engineering for this project. The proposed Warrant Article, along with already budgeted reconstruction funds (\$485,000), totals \$583,000. These funds could then be used as the Town’s 20% match toward a \$2,322,000 grant. Thus, a \$2.9M project could be achieved through already budgeted funds and the approval of this Warrant Article. If the Warrant Article is successful this year, it takes approximately 1 year to get the engineering completed. The Town would then be ready to apply for grants in June 2023, leaving two years to be awarded grants before road construction begins in 2025. Delaying this for a year impinges on this timeline and makes it more difficult to achieve.

Chris Buchanan encouraged Committee members to come to the Deliberative Session. He explained that an FAQ document for this Article has been created.

Gina Frey, Shadow Lane, explained that she would like the message for Article 30 to be that the requested amount of money will help to fund a \$2+M project. She believes that the safety of children is relevant to everyone in Town. She asked how to help get the word out on this Article.

Chris Buchanan explained that, in the past, the Committee has used e-newsletters, a Facebook page, Facebook ads, yard signs, pamphlets, stations at the dump and Moulton’s Market, and a table outside of the polls on voting day, to educate the public.

Gina Frey suggested reaching out to the Girl/Boy Scouts.

Chris Buchanan explained that there are approximately 50 yard sale signs that will need to be altered to reflect the new Warrant Article number. He will also send out a poll to see which Committee members are available to support upcoming public educational events.

2. Updates on trail easements

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Chris Buchanan explained that the Planning Board is seeking comment on a new development proposal for the Hazen property. He suggested that the Committee send a letter to the Planning Board requesting that the new applicant consider a multi-use trail connecting three points in the area. This could provide direct access to Pond Parish, Birch Park, and routes to the southwest. The Planning Board meeting for this item is on March 2, 2022, at 7pm.

John Harvey explained that the proposal for trails on this property did not come up when the applicant presented this to the Conservation Commission (ACC). It was noted that quite a bit of the area was proposed to be handed over to the ACC as part of the project.

Wendy Rannenberg moved to accept the letter as presented and forward it to the Planning Board for consideration. Seconded by Judy Shenk.

Voting: Chris Buchanan - aye, Judy Shenk - aye, Chris Shenk - aye, Wendy Rannenberg - aye, and Patrick Daniel – aye; 5-0-0, motion carried unanimously.

3. Updates on sidepath opening ceremony, dedication, benches

Wendy Rannenberg explained that the proposed benches are made of recycled milk jugs and have a 15-year warranty. The proposal will be for three benches (approximately \$988/each), each 6' long, with a concrete pad underneath to be placed along the Amherst Street sidepath. The Committee could set up a donation website in order to fund this project. She reached out to Craig Fraley, Recreation Director, regarding additional benches needed around Town, thus making this into a larger project. It is possible that two of the benches will be privately funded. Chris Buchanan suggested that the Committee purchase as many benches as it can through donated funds. The Committee discussed placing the hyperlink for the donation site in multiple places online. The Committee agreed to bring a couple of color choices for the benches to the Historic District Commission for review.

Chris Buchanan stated that he applied for a Bean Grant for two multimodal counters in November. He should know by next week if the Town will be awarded this grant. These will be permanent installations and be able to keep data regarding the number of bikes versus pedestrians using the sidepath.

4. Acceptance of meeting minutes – 12/14, 01/22

Wendy Rannenberg moved to accept the meeting minutes of December 14, 2021, and January 22, 2022. Seconded by Judy Shenk.

Voting: Chris Buchanan - aye, Judy Shenk - aye, Chris Shenk - aye, Tom Christensen – aye, Wendy Rannenberg - aye, and Patrick Daniel – abstain; 5-0-1, motion carried.

Wendy Rannenberg moved to adjourn the meeting at 8:24pm.

Voting: Chris Buchanan - aye, Judy Shenk - aye, Chris Shenk - aye, Tom Christensen – aye, Wendy Rannenberg - aye, and Patrick Daniel – aye; 6-0-0, motion carried unanimously.

TOWN OF AMHERST
Bicycle & Pedestrian Advisory Committee

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126 *Respectfully submitted,*
127
128 *Kristan Patenaude*
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130 Minutes approved: May 10, 2022