MEETING NOTES

Statewide 42794
New Hampshire State Rail Trails Plan
Advisory Stakeholders Committee Meeting
Thursday, February 27, 2020, 2:30-4:00pm

DATE PREPARED:  March 2, 2020
LOCATION:  New Hampshire DOT
            5 Hazen Drive, Concord, NH
ATTENDEES:  See attached list
DISTRIBUTION:  Advisory Stakeholders Committee and Meeting Attendees

PURPOSE: Kickoff Meeting

1.   Introductions - Shelley Winters opened the meeting, and people around the table introduced themselves.

2.   Project overview

   a.  How we got here – Patrick Herlihy and Shelley Winters described the legislative effort and input from several individuals that led to a successful SB-185 (attached). NHDOT has contracted with GPI to develop the plan.

   b.  The role of the stakeholder committee, consultants, and NHDOT – The stakeholder committee was selected to be a representation of parties who could give input to the rail trail plan. Shelley Winters will be the consistent DOT person. She may bring in other NHDOT staff and people as needed.

3.   Project scope of work and schedule (scope of work attached)

   a.  Update rail trail inventory – GPI presented several draft GIS-based maps (attached) that represent the current status of the rail trail inventory in the state. This project scope is focused only on state-owned rail trails, though several of the maps show non-state-owned corridors for context. GPI will request additional input from the stakeholder committee to finalize the maps and the list of associated trail management organizations.

   b.  List of rail trail organizations – GPI will also request additional input from the stakeholder committee to finalize the list of rail trail organizations.

   c.  Statewide economic impact analysis of rail trails – Shannon Rogers of UNH Cooperative Extension presented an overview of the approach for the economic analysis. The analysis will only report on spending that is rail trail related. Data will be collected in three seasons – winter,
summer, fall. She presented locations selected for data collection and asked the group about suggestions regarding winter usage. Chris Gamache suggested the Presidential Rail Trail in the winter for snowmobiles. The group inquired about the questions to be used, and Shannon Rogers offered to share a link to the survey.

d. Rail trail maintenance definitions and typical costs – GPI will seek input from the stakeholder group on their experience with rail trail maintenance. The purpose of this task is to help trail management organizations understand the expectations and typical costs associated with trail maintenance.

e. Insurance recommendations for rail trail management organizations – GPI will be investigating insurance best practices and requirements. The group requested that GPI be sure to include insurance requirements for segments consisting of rail with trail.

f. Template for trail management agreement – Shelley Winters gave an overview of recent NHDOT activity in developing trail management agreements with NH towns and cities. There may need to be two versions of the agreement – with and without active rail.

g. Tier system for prioritizing state investments in rail trail projects – GPI will be working on the tier system for rail trails near the end of the study after data has been collected. One committee member suggested that historic resources should be one criterion when prioritizing trails.

h. Recommendations for a state funding mechanism – Shelley Winters explained that currently most trails are funded through TAP (Transportation Alternatives Program – FHWA) or RTP (Recreational Trails Program - FHWA) funds or funds not received through the State such as municipal funding or private donations. GPI will look at best practices from others to identify other potential funding mechanisms.

i. Recommendations on ensuring the integrity of publicly owned rail trail corridors – GPI requested input from the group on issues related to ensuring the integrity of publicly owned rail trail corridors. The group cited various examples of encroachments including houses and town buildings. NHDOT has not completed the digitization of the railroad valuation maps, and it is uncertain when it will be complete. Patrick Herlihy explained that the biggest problem in this area is that we do not know what the issues are. The committee suggested educating building inspectors and town officials about what is appropriate around the rail trail corridors. Towns sometimes informally ask the DOT to review plans for projects near rail corridors, but there is only one railroad planner at DOT and limited availability to keep track of over 500 miles of rail corridors including active and abandoned/inactive. J.B. Mack offered the idea that the GIS planners in the RPCs could slowly work toward digitizing the ROW corridors.

j. Design standards for rail trails – GPI will be working with the committee and NHDOT on refining design standards for rail trails.

k. Final report – GPI will develop a final report for the study with input from the committee.

l. State rail trails plan pamphlet – GPI will develop a pamphlet for the plan to be distributed at state-owned locations. The committee suggested getting input from the Bureau of Tourism.

m. Public engagement – GPI overviewed the public engagement process. This stakeholder meeting is the kickoff for the stakeholder committee. It will be followed by stakeholder meetings before and after two public meetings which will be sessions to gather input mid-way through the plan. A final stakeholder and a final public meeting will take place near the end of the plan development. GPI is also developing a website that will describe the plan’s development and post currently
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ADVISORY STAKEHOLDERS COMMITTEE MEETING
Page 3

available data. One committee member urged others to remember that the people we will get at public meetings will be mostly local. GPI discussed utilizing tools like online surveys publicized through postcard distribution with QR codes to get a wider geographic spread for input.

n. Project schedule – GPI reviewed the project schedule (attached)

4. Items for additional input – In this segment of the meeting, committee members spoke one-by-one around the table to give input and describe their vision for the rail trail plan.

a. Chris Gamache, DNCR – His organization manages most of the inactive/abandoned rail lines that have recreational (trail) use along with some active rail corridors that have winter recreational use. DNCR is the primary funder of rail trails in the state. He is concerned about encroachment, future uses, and design standards.

b. Dean Beaman, Motorized Users, Alternate – He would like to see the maps show restrictions on use based upon funding source. GPI explained that showing restrictions is part of the plan and will be coming.

c. Avis Rosenfield, Non-Motorized Users – Casual riders on bicycles or horses need to know where the amenities are. Equestrian users want to stay away from motorized users. She would like to see access points, parking locations, facilities, distances along the trail, and historic locations (things to see) identified on the maps. Note: This level of effort is not part of GPI’s scope, but if this information can be provided in GIS form to GPI, it can be mapped.

d. William “Wink” Faulkner, NH Municipal Association – Communities are interested in the economic development aspects of rail trails. He would like to know more about: “What is the ROI?” Cultural resources are important along the trails – Keene has a wayfinding program that helps trail users.

e. J.B. Mack, Southwest RPC, Representing NH Regional Planning Commissions – He can get additional information on rail trail counts. He asked when we would like the data by as counts could be done this summer. Parking locations and trailheads are always a concern.

f. Ben Clark, Plymouth and Lincoln Railroad, Representing Railroads Operating on State-Owned Lines – He is interested in giving perspective on the rail with trail issue. He would like a cohesive plan with clean design standards. He reminded the group that active rail lines conduct maintenance of rail corridors that could benefit rails with trails and help provide information on maintenance estimates.

g. Steve Walker, OSI Director of Conservation Land Stewardship – He will be talking to people in his office to gather ideas. He is personally interested in experiencing more rail trails on his bike. Parking and bathrooms are the basis of what draws people in. He would like to see opportunities for loops vs. out-and-back routes. Opportunities for features that draw users like restaurants or historical features are an important consideration. He would like to make the rail trails interesting in as many ways as possible.

h. Dave Topham, NH Rail Trail Coalition – He has ties with many bike-ped organizations including the NHRTC, Bike Walk Alliance of NH and the Friends of the Salem Rail Trail. Connectivity between rail trails and amenities are a big concern. He spoke about the Cross NH Adventure Trail in northern NH. He also noted that the Granite State Wheelmen were providing 10 $2500
grants to improve bicycling. He understands that money for maintenance can come in from different pots.

i. Pat Closson, Business and Industry Association of NH, Alternate – The BIA is interested in developing the NH workforce. Rail trails enhance the attractiveness of the state to attract and retain people to live and work in NH.

5. Action items – The following items require action by the person listed by each item
   a. Shannon Rogers will share a link to the economic survey with the stakeholder committee.
   b. GPI will respond to J. B. Mack about rail trail counts.
   c. Shelley will use a Doodle poll to seek input on the next meeting date.

These notes constitute our understanding of the discussions and conclusions reached. Please advise us within ten (10) days, in writing, of any exceptions or corrections.

Respectfully submitted,

Mark Debowski
Assistant Vice President / Director of Highway Engineering
GPI
116 South River Road, Building B, Suite 1
Bedford, NH 03110
mdebowski@gpinet.com
603-766-8257

Attachments:
- Meeting Attendance List
- SB-185
- GPI Scope of Work
- GPI Schedule
- GIS-Based Maps Shared in the Meeting

Revisions: None to Date
Members Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Stakeholder Group Representing</th>
</tr>
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<tbody>
<tr>
<td>Shelley Winters</td>
<td>NH Department of Transportation</td>
</tr>
<tr>
<td>Chris Gamache</td>
<td>NH Department of Natural &amp; Cultural Resources</td>
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<tr>
<td>J.B. Mack</td>
<td>NH Regional Planning Commissions</td>
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<tr>
<td>*Pat Closson</td>
<td>Business &amp; Industry Association of NH</td>
</tr>
<tr>
<td>Avis Rosenfield</td>
<td>Non-motorized users (bicyclist &amp; equestrian)</td>
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<tr>
<td>*Dean Beaman</td>
<td>Motorized users (OHRV &amp; snowmobiles)</td>
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<tr>
<td>Dave Topham</td>
<td>NH Rail Trail Coalition</td>
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<tr>
<td>William &quot;Wink&quot; Faulkner</td>
<td>NH Municipal Association</td>
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<tr>
<td>Ben Clark</td>
<td>Railroad Operator (operating on state-owned line)</td>
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<tr>
<td>Steve Walker</td>
<td>NH Office of Strategic Initiatives</td>
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* denotes alternate member for stakeholder group

Members Absent:

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Tom Sammon</td>
<td>Home Owner abutting state-owned rail trail</td>
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<tr>
<td>TBD</td>
<td>NH Department of Business &amp; Economic Affairs</td>
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Consultants Present:

<table>
<thead>
<tr>
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<tr>
<td>Mark Debowski</td>
<td>GPI</td>
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<tr>
<td>Carolyn Radisch</td>
<td>GPI</td>
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<tr>
<td>Shannon Rogers</td>
<td>UNH</td>
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Others Present:

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Patrick Herlihy</td>
<td>NH Department of Transportation</td>
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<tr>
<td>Bill Cass</td>
<td>NH Department of Transportation</td>
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</tbody>
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SENATE BILL 185-FN-A

AN ACT relative to development of the New Hampshire state rail trails plan by the department of transportation and making an appropriation therefor.


COMMITTEE: Transportation

AMENDED ANALYSIS

This bill directs the department of transportation to develop a New Hampshire state rail trails plan based in part on the 2005 state trails plan, and makes an appropriation to the department for this purpose.

Explanation: Matter added to current law appears in bold italics. Matter removed from current law appears [in brackets and struck through.] Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.
CHAPTER 240
SB 185-FN-A - FINAL VERSION

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Nineteen

AN ACT relative to development of the New Hampshire state rail trails plan by the department of transportation and making an appropriation therefor.

Be it Enacted by the Senate and House of Representatives in General Court convened:

240:1 Statement of Purpose. The state of New Hampshire owns 500 miles of rail corridors. Use of these trails for biking and non-motorized recreation provides valuable low-impact uses. This act requires the development of a plan for the state rail-trail system to ensure the preservation and integrity of these assets and to provide direction for future development. In addition to defining the role of the department of transportation in preservation of rail corridors, the plan will determine the best way to maximize the return on investment from, and leverage future investment in, the state's rail corridor assets. Additionally, this plan will determine how to engage towns, cities, and private rail-trail organizations in these efforts.

240:2 New Sections; New Hampshire State Rail Trails Plan; Advisory Committee.

Amend RSA 21-L by inserting after section 12-b the following new sections:

21-L:12-c New Hampshire State Rail Trails Plan. The department of transportation shall update the 2005 state trails plan and document the best means to maintain and develop state-owned rail trail corridors. The updated plan shall be entitled the state rail trails plan and shall be completed on or before June 30, 2021. In developing the state rail trails plan, the department of transportation shall:

I. Update the 2005 rail corridor inventory through state records, statewide trail organizations, and regional planning commissions, including, by trail, the funding sources, and permitted uses.

II. Hire a qualified consulting firm to complete and disseminate the plan.

III. Include a statewide economic-impact analysis on the value of rail trails.

IV. Consider maintenance and cost of maintenance for rail trails, including state responsibility for the underlying structural integrity of abandoned rail corridors, while permitting trail organizations and towns to perform routine maintenance of trail surfaces and other amenities.

V. Establish a tier system for prioritizing state investments in rail trail projects, based on criteria such as geography, connectivity to other rail trails, proximity to population centers and natural attractions, and other criteria as deemed appropriate.
VI. Develop recommendations for a state funding mechanism to support rail trail projects and the management structure of such funds.

VII. Develop a template trail management agreement outlining responsibilities of state, local, and private organizations involved with management of state-owned trails.

VIII. Compile and maintain a list of trail organizations and the areas of the state each serves.

IX. Identify best practices for acquiring insurance for volunteer trail management groups.

X. Document state commitment and support for the development of rail trails for their transportation, recreation, tourism, and other economic value.

XI. Determine how to ensure the integrity of publicly owned rail trail corridors. This may include reestablishing property lines with abutting private property owners.

XII. Hold a minimum of 3 public hearings, each in a different area of the state, to solicit public comment to shape the plan and make the final plan available on the department of transportation website.

XIII. Provide a pamphlet at state information centers regarding the state trails plan.

21-L:12-d Rail Trail Advisory Stakeholders Committee. The department of transportation shall establish a rail trail advisory stakeholders committee to advise the department in the development of the state rail trails plan under RSA 21-L:12-c.

240:3 Appropriation; Department of Transportation; State Rail Trails Plan. The sum of $200,000 for the fiscal year ending June 30, 2020 is hereby appropriated to the department of transportation for the purpose of updating the New Hampshire state rail trails plan under RSA 21-L:12-c. This appropriation shall be in addition to any other funds appropriated to the department of transportation. The governor is authorized to draw a warrant for said sum out of any money in the treasury not otherwise appropriated.

240:4 Effective Date. This act shall take effect upon its passage.

Approved: July 12, 2019
Effective Date: July 12, 2019
INTRODUCTION AND BACKGROUND

Greenman-Pedersen, Inc. (GPI) is enthusiastic to be able to partner with the Department of Transportation to complete an update to the State Trails Plan (2005) focusing on the planning, operation and improvement of the State's rail trails. New Hampshire SB-185 lays out the framework for the background, purpose, and scope of the project and is attached as Appendix A. The scope of work in this document elaborates upon the details found in SB-185. As described in SB-185, the purpose of this plan is to update the 2005 state trails plan to ensure preservation and integrity of the state-owned rail corridors, provide direction for future development, define the role of the Department of Transportation in the preservation of state-owned rail corridors, determine the best way to maximize the return on investment in rail corridor assets, and determine how to engage towns, cities, and private rail trail organizations in these efforts. The final plan shall be entitled, “State Rail Trails Plan.”
SCOPE OF ENGINEERING DESIGN SERVICES

SCOPE OF WORK

The following scope of work sets forth the approach the GPI team will undertake to fulfill the scope of work to develop the New Hampshire Rail Trails Plan. We anticipate that this project will be completed by June 2021 or sooner; a schedule follows this scope of work. This project is limited to the rail corridors owned by the State of New Hampshire.

Task 1: Update Rail Corridor Inventory

NHDOT has compiled an inventory of rail trails and has provided updates of the inventory information to GPI. An initial review indicates that there are a few missing items. GPI will follow up with NHDOT and other responsible parties to locate the missing data. GPI will format the inventory for inclusion in the final report so that funding sources, permitted uses, and other pertinent features are described for each trail. The rail trail inventory map will be formatted to provide a base map for the report and GIS file.

Deliverables:  The inventory will be mapped in GIS. A table of the inventory will be provided in the final report.

Task 2: Statewide Economic Impact Analysis on the Value of Rail Trails

The work under this scope task will be completed by a subconsultant to GPI, a team from the University of New Hampshire Cooperative Extension headed by Shannon Rogers, Ph.D., Associate Extension Professor and Nature-Based Economic Development Specialist.

Assumptions

The State of New Hampshire’s rail trails are an asset to the State’s growing recreation and nature-based economy. This scope of work details an approach to measuring the direct economic impacts of these rail trails. We assume a collaborative approach with NHDOT, the Rail Trail Advisory Committee and the NH Department of Travel and Tourism with open sharing of data and information that will support a robust analysis. This data could include rail trail user counts and average visitor profiles. We also assume an expedited survey/IRB review process to collect local data on use and spending at a sample of rail trails indicated in the methodology below. Beginning data collection in the winter of 2020 will allow us to capture several seasons of data. With no New Hampshire specific study of this nature, we present an opportunity to collect and analyze state specific data that can be used in decision making and planning.
SCOPE OF ENGINEERING DESIGN SERVICES

Methodology

We propose an economic impact analysis methodology that is both conservative and grounded in literature and practice, like those done by other groups trying to understand the economic impact of rail trails in their state or region. It will include the following components:

- **Existing Conditions Analysis**: Review of existing rail trail data, including user counts. Coordination with Travel and Tourism regarding data resources. Selection of 3 to 4 rail trails for primary data collection via intercept survey.
- **Data Collection**: Development and pre-testing of the survey instrument. Intercept surveys to be conducted at 3 or 4 rail trail parking facilities that represent a diversity of geography and rail trail uses (motorized, non-motorized, equestrian). The survey process will take place over several seasons (winter, summer, and fall).
- **Analysis**: Economic modeling to quantify the primary and secondary impacts of rail trail users using the IMPLAN software
- **Report**: Report preparation

**Schedule**

- **Winter 2020**: Background research and organization of existing data. Selection of 3 or 4 rail trails for primary data collection. Rail trails selected will be diverse in geography and primary usages (motorized, non-motorized, equestrian). Survey development and pre-testing, and deployment.
- **Summer 2020**: Intercept survey deployment, data cleaning, preliminary data analysis
- **Fall 2020**: Intercept survey deployment, data cleaning, preliminary data analysis
- **Late Fall 2020**: Present preliminary findings to advisory committee
- **Winter 2021/Spring 2021**: Finalize report and share findings at a public meeting

**Deliverables**:

- A draft report for review and comment by the advisory committee
- A final, accessible, report with a detailed data and analysis appendix
- 1-2 infographics that can be used to share the findings
SCOPE OF ENGINEERING DESIGN SERVICES

Task 3: Rail Trail Maintenance Definitions, Costs, Insurance, and Template Agreement

GPI will craft a clear definition to delineate between routine maintenance and capital maintenance. GPI will provide definitions and examples of types of work along with typical cost estimates for each type of work. For routine maintenance costs, we will work with the stakeholder committee and rail trail management organizations to compile typical maintenance tasks and cost ranges, understanding that volunteer labor may be used for some tasks. We will work with NHDOT to develop the capital maintenance costs.

GPI will review the rail trail management agreements provided by NHDOT and discuss the experience and efficacy of these agreements with appropriate staff. Based on this review, GPI will produce a draft rail trail management agreement template outlining the responsibilities of state, local, and private organizations involved with the management of state-owned rail trails. The draft agreement will be reviewed by appropriate NHDOT staff. We anticipate that suggested changes will be discussed and incorporated into a final agreement template.

GPI will survey current volunteer rail trail management organizations regarding insurance coverage and investigate best practices for acquiring insurance for volunteer rail trail management groups through rail trail management organizations. If appropriate, GPI will speak with State risk management personnel and will make recommendations regarding insurance requirements to NHDOT. Insurance requirements will be incorporated into the rail trail management agreement template.

Deliverables:

- Draft and final memoranda describing routine and capital maintenance tasks and costs. For the memoranda developed through this process, we anticipate initial review of a draft by the NHDOT Project Manager and advisory committee. The Project Manager and advisory committee will determine additional reviewers and will distribute and obtain comments. The memorandum will be finalized based on comments provided to GPI by the NHDOT Project Manager.
- Draft and final rail trail management agreement templates.
- Draft and final memoranda describing rail trail management group best practices.

Task 4: Tier System for Prioritizing State Investments in Rail Trail Projects

GPI will develop a scoring and evaluation system for state-owned rail trail corridors in order to prioritize state investments in rail trail projects. Using the state’s GIS data, rail trail usage data and other readily available information, GPI will identify potential criteria for prioritizing rail trails such as geography, connectivity to other rail trails, proximity to population centers, natural attractions, criteria suggested by the economic study task, and other appropriate criteria. We will seek input from the stakeholder committee, the NH Bureau of Planning of Community Assistance, and the NH Trails Bureau to review the criteria. The tiers developed will group projects into comparable levels of priorities, like what has been developed for the roadway system. NHDOT will provide rail trail usage information to GPI including rail trail counts and Strava data.

Deliverable: Draft and final memoranda describing criteria for prioritization of rail trail investments.
SCOPE OF ENGINEERING DESIGN SERVICES

Task 5: Recommendations for a State Funding Mechanism

GPI will develop recommendations for a state funding mechanism by researching what other states and organizations are doing, researching innovative ideas, and evaluating the ideas. Restrictions based on funding source will be identified. Recommendations for the management structure of such funds will also be made.

*Deliverable: Draft and final memoranda describing options for a state funding mechanism.*

Task 6: Recommendations on Ensuring the Integrity of Publicly Owned Rail Trail Corridors

GPI will meet with NHDOT and the State’s legal counsel to understand encroachment issues along state-owned rail corridors. GPI will reach out to other rail trail management groups, other smaller state DOTs, and the stakeholder committee and will identify possible management approaches and recommendations for ensuring the property line integrity of state-owned rail trail corridors. These recommendations will account for the limited resources available to carry out such recommendations.

*Deliverable: Draft and final memoranda describing approaches to rail trail management encroachment.*

Task 7: Design Standards

Based upon input from NH rail trails groups, railroads, municipalities, and outside research, GPI will recommend updates to the NHDOT design standard details for rail trails, both with and without an adjacent active rail.

*Deliverable: Design standards and details will be produced in Microstation. A rendered version of typical rail trail sections will be developed for the plan document.*

Task 8: Final Report

GPI will produce a final report that incorporates the information developed in tasks 1 through 8. The plan will incorporate text and graphics into an easily readable format. The plan document is intended to be used by a variety of users but is geared to state and local rail trail managers, municipalities and organizations. NHDOT’s project manager will consolidate comments and provide direction to GPI on conflicting comments.

*Deliverables: Draft and final state rail trail plan documents. PDFs of the draft plan will be distributed for review. An administrative draft will be provided to NHDOT. Comments will be incorporated into a Draft (PDF) for review by the stakeholder committee. The final proof draft will be provided to NHDOT. A final version of the plan will be delivered to NHDOT in print (10 copies) and electronic (PDF and Microsoft Word) formats.*
SCOPE OF ENGINEERING DESIGN SERVICES

Task 9: State Rail Trails Plan Pamphlet

GPI will meet with NHDOT and others (i.e., travel and tourism department) as appropriate, to define the parameters for a pamphlet describing the rail trails. The size and overall design of the pamphlet will be decided. All state logos, preferred fonts, colors, photographs, will be provided to GPI. GPI will create the content of the pamphlet, and NHDOT will review and approve. For budgeting purposes, we assume that the pamphlet is a single large format (between 11” x 17” and 24” x 36”) sheet that is folded. NHDOT will distribute the pamphlet to the state information centers.

Deliverable: GPI will produce 1000 printed copies of a state rail trails plan pamphlet to be placed in state information centers. GPI will also deliver the Adobe InDesign file (.idml format) for the pamphlet to the Department for future use.

Task 10: Public Engagement

The public engagement task includes stakeholder committee meetings and public presentations.

Rail Trail Advisory Stakeholder Committee

GPI’s project manager will lead up to four meetings with the stakeholder committee which provides for a meeting approximately every four months. These meetings will be scheduled as the planning process unfolds. The four meetings are anticipated to address the following topics:

- **Meeting 1: Kick-Off / Brainstorming Meeting.** The purpose of this meeting is to introduce the team, the project scope of work and schedule. NHDOT’s project manager will discuss the roles of the stakeholder committee, the consultants and the NHDOT staff. We anticipate that this meeting will include GPI and UNH team members to discuss the project scope of work.

  At this meeting we would like to gain an understanding of each member’s vision for the plan and the future utilization of rail trail corridors in New Hampshire. Stakeholder members are welcome to provide input on any of the tasks in the scope of work.

  At this meeting we would also like to discuss data needs that committee members may be able to assist with, including:
  - Rail trail counts
  - Maintenance practices and costs
  - Other rail trail management issues
  - Public outreach locations and target schedule

  Other topics may be added to the agenda.
SCOPE OF ENGINEERING DESIGN SERVICES

- **Meeting 2: Review of Work In-Progress.** The purpose of this meeting is to present, for stakeholder review and comment, work completed as part of the plan development process.

  Work tasks anticipated for review at this meeting might include, but not be limited to the following:
  - Review of public feedback received on the plan to date
  - Rail trail inventory
  - Definition of routine and capital maintenance activities and costs
  - Draft rail trail management agreement template
  - Approaches to addressing encroachment issues

  Other topics may be added to the agenda.

- **Meeting 3: Review of Work in Progress.** Like the second committee meeting, this meeting is anticipated to address work in progress. It is anticipated that this meeting will address:
  - Findings of the economic study
  - Input on proposed criteria for prioritizing rail trail investments

- **Meeting 4: Review of Draft State Rail Trail Plan.** The fourth meeting will include a presentation of the draft State Rail Trail Plan.

Public Meetings

GPI will facilitate three public meetings for this project to be held in different areas of the state. Given the statewide geography of this plan, it will be important to incorporate an online outreach component as well. GPI suggests the following components:

- **Webpage/website.** GPI will develop a stand-alone website for this project. The website will include an overview of the project, meeting notifications, a feedback form, and a library of the presentations and materials for public review.

- **Online Surveys.** GPI will prepare an online survey for each public meeting for the use of meeting attendees and the broader public. GPI will post results from the survey following a generous input period. GPI can also host a “wikimap” which allows the public to post location-specific comments.

For each meeting, GPI will prepare a meeting notice or flyer, a PowerPoint presentation that can be posted to the web, and agenda, a feedback survey and workshop materials (presentation boards, dots, markers, maps, etc.) We will rely on NHDOT to schedule and arrange for meeting venues. We anticipate that the public meetings would generally track with the planning process and present the following topics:
SCOPE OF ENGINEERING DESIGN SERVICES

Public Meetings #1 and #2: Input on Priorities
These two identical meetings will happen within a few weeks of one another and will seek input from the public on key priorities. These meetings will take place approximately half way through project completion. GPI will seek direction from NHDOT on items to be discussed. We suggest that a more creative and informal structure such as an open house or workshop format, which includes a presentation, Q & A and breakout groups, may be a better fit for this project.

Public Meeting #3: Draft Plan Presentation
The draft plan recommendations will be presented in the final public presentation.

Deliverables: Agendas and meeting notes for all advisory committee and public meetings, as well as web materials, surveys, survey results, and all input received on the plan.

Task 11: List of Rail Trail Organizations
GPI will request the latest information on rail trail organizations from the New Hampshire Department of Natural and Cultural Resources (DNCR) and the New Hampshire Department of Transportation and will then use this information plus additional research to compile a list of rail trail organizations and the areas of the state each serves. GPI will incorporate this information into the state’s GIS system for rail trails.

Deliverable: Updated list of trail organizations and the area of the state each serves included in GIS database.

PROJECT TEAM

Principal-In-Charge: Timothy Letton, PE (GPI)
Project Manager: Mark Debowski, PE (GPI)
Senior Transportation Planner: Carolyn Radish, AICP (GPI)
Asset Management / GIS: Nicole Rogers, PE (GPI)
Economic Impact Analysis: Shannon Rogers, Ph.D. (University of New Hampshire)

PROJECT SCHEDULE

The final report will be completed on or before June 20, 2021. Individual tasks will be scheduled in coordination with the Department after notice to proceed.

GPI will submit bi-weekly progress reports to the Department throughout the project.

The following chart describes the proposed draft work schedule:
| Task 1: | Update Rail Corridor Inventory |
| Task 2: | Statewide Economic Impact Analysis |
| Task 3: | Trail Maintenance - Cost, Insurance, Agreement |
| Task 4: | Tier System |
| Task 5: | State Funding Mechanism |
| Task 6: | Integrity of Corridors |
| Task 7: | Design Standards |
| Task 8: | Final Report |
| Task 9: | Pamphlet |
| Task 10: | Public Engagement |
| Task 11: | List of Trail Organizations |

| Work Time (Includes Review Time) |
| Project Deliverable |
| Stakeholder Committee Meeting |
| Public Meeting |

| Work Schedule |
| 2020 |
| FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Task 1: Update Rail Corridor Inventory |
| Task 2: Statewide Economic Impact Analysis |
| Task 3: Trail Maintenance - Cost, Insurance, Agreement |
| Task 4: Tier System |
| Task 5: State Funding Mechanism |
| Task 6: Integrity of Corridors |
| Task 7: Design Standards |
| Task 8: Final Report |
| Task 9: Pamphlet |
| Task 10: Public Engagement |
| Task 11: List of Trail Organizations |

| 2021 |
| FEB | MAR | APR | MAY | JUN |
| Stakeholder Meetings |
| Public Meetings |

| Project Deliverable |
| Stakeholder Committee Meeting |
| Public Meeting |
NEW HAMPSHIRE STATE OWNED RAIL TRAILS  
NORTHERN REGION

LEGEND

- Inactive/Abandoned Railroad – State Owned
- Inactive/Abandoned Railroad – Non-State Owned
- Active Railroad
- Existing Rail Trail
- Park / Forest
- Lakes / Streams / Rivers
- Trail Name
- Trail Organization

Population per Square Mile by Census Tract

- Less than 50
- 50 – 1,000
- 1,000 – 5,000
- Greater than 5,000

NEW HAMPSHIRE STATE OWNED RAIL TRAILS

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Trail Name
- Upper Coos Rail Trail
- Presidential Rail Trail
- Pondicherry Rail Trail
- Profile Rail Trail
- Ammonoosuc Rail Trail
- Woodsville Rail Trail
- Warren Rail Trail

Trail Organization
- DNCR
- Littleton Off Road Riders, Ammonoosuc Valley ATV
- Littleton Off Road Riders, Ammonoosuc Valley ATV
- DNCR; Asquamchumauke Valley Snowmobile

KICK-OFF MEETING FEB. 27, 2020

Greenman-Pedersen, Inc.
116 South River Road, Building B, Suite 1, Bedford, NH 03110
NEW HAMPSHIRE RAIL TRAIL SURFACE TYPES

**LEGEND**
- Improved Rail Trail (Paved or Stone Dust)
- Unimproved Rail Trail (Rough Surface)
- Park / Forest
- Lakes / Streams / Rivers

**Population per Square Mile by Census Tract**
- Less than 50
- 50 – 1,000
- 1,000 – 5,000
- Greater than 5,000

**Trail Name**
- Trail Organization

**NEW HAMPSHIRE STATE-OWNED RAIL TRAILS MASTER PLAN**

**KICK-OFF MEETING FEB. 27, 2020**

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**NEW HAMPSHIRE RAIL TRAIL SURFACE TYPES**

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**Trail Name**
- **Belmont Scenic Trail**
  - Town of Belmont
- **Sugar River Trail**
  - DNCR; Shugah Valley Sno Riders
- **Warner Rail Trail**
  - Warner Rail Trail
- **Barnstead Rail Trail**
  - Barnstead Rail Trail
- **Chichester Rail Trail**
  - Pathways for Keene; Town of Keene; Keene Sno-Riders; Monadnock Sno-Moles
- **Monadnock Rail Trail**
  - Monadnock Sno-Moles
- **Green River Rail Trail**
  - Green River Rail Trail
- **Ashuelot Rail Trail**
  - Keene Sno-Riders; Winchester Rail Riders
- **Monadnock Rail Trail**
  - Monadnock Sno-Moles
- **Hillsborough Rail Trail**
  - TriCounty OHRV, Knight Riders Sno-Mobile
- **Guilford Rail Trail**
  - Friends of the Guilford Rail Trail
- **Placitasgreen Rail Trail**
  - City of Manchester
- **Cheshire Rail Trail**
  - Monadnock Rail Trail
- **Fort Hill Rail Trail**
  - Pheg Hill, Trailblazers
- **Londonderry Rail Trail**
  - Londonderry Rail Trail
- **Manchester Heritage Trail**
  - City of Manchester
- **Nashua Rail Trail**
  - Nashua Rail Trail
- **Manchester Heritage Trail**
  - Manchester Heritage Trail
- **Fremont Rail Trail**
  - Fremont Rail Trail
- **Salem Rail Trail**
  - Friends of Salem Bike-Ped Corridor
- **Windham Rail Trail**
  - Windham Rail Trail
- **Derry Rail Trail**
  - Derry Rail Trail
- **Rockingham Rail Trail**
  - Rockingham Rail Trail
- **Barnstead Rail Trail**
  - Barnstead Rail Trail
- **Greenman-Pedersen, Inc.**
  - 116 South River Road, Building B, Suite 1, Bedford, NH 03110