

**Scoping Meeting with NH DOT and SNHPC**  
**Complete Streets Application**  
**Thursday August 25, 2016 at 1:30 PM**  
**G.B. White Office Building**  
**Deerfield, NH**

Introduction: SNHPC's Complete Streets Pilot Program Subcommittee approved the Planning Board's two applications for assistance with a complete streets approach in Deerfield Center and the Forest Glen Subdivision.

- Deerfield Center: This project will encourage and promote Deerfield Center as a safe bicycling and walking opportunity for its residents and visitors. It builds on previous efforts regarding Village Center and Traffic Calming.
- Forest Glen subdivision: The project will explore the possibility of using the Forest Glen subdivision as a model to encourage and promote a safe bicycling and walking experience for its residents and visitors. The "lessons learned" from this project will be used to amend the Town's Subdivision Regulations to encourage future developments to provide for bicycling and walking opportunities.

1:30 PM – Review the Deerfield Center application and Forest Glen application

- Introduction of stakeholders
- Presentation on project details incl. goals, challenges, intended outcomes, site concerns and limitations. (all participants)
- Identify town resources, assets, and brainstorm opportunities
- Review of potential design ideas (delineation styles, possible traffic calming measures)

2:10 PM – Roundtable discussion with Town Representatives, NH DOT and SNHPC staff

- Agree on design, materials, responsibilities, define temporary ,
  - Define limitations and expectations including tasks, volunteers, town involvement
  - Check in with NHDOT representatives
- Public Hearing, Sign off from Town Officials on project
- Clarify implementation schedule and outline tasks
- Identify project champions to track use/ behavior changes
- Schedule presentation to Board of Selectmen on results

2:40 PM – Field visits

3:20 PM – Conclusion and next steps

Town Representatives: Deerfield Planning Board, Rick Pelletier, Building Inspector, Mark Young Road Agent, Mark Tibbets, Fire Chief, Gary Duquette, Police Chief, Evelyn DeCota, Director Philbrick-James Library, Joe Manzi, Parks & Rec Director, Steve Keach, P.E., KNA (Town's consulting engineer), Jeff White, Tuckor (developer of Forest Glen).

SNHPC Representative: Adam Hlasny (Transportation Planner), Cameron Prolman (Intern), Sylvia von Aulock (Deputy Executive Director)