



CITY OF DOVER

DOVER MASTER PLAN STEERING COMMITTEE - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Rm 305 – 61 Locust Street, Dover, NH
Meeting Date: **Tuesday, February 7, 2012**
Meeting Time: **6:00 PM**

Present: Kirt Schuman, Anne Ross, Bob Carrier, Jack Mettee, Dana Lynch, Jan Nedelka

Absent: Alison Webb

Staff Present: Christopher Parker, Timothy Corwin, Roger Hawk

Meeting began at 6:00 pm

1. Approval of January 16, 2012 minutes
 - a. Motion to approve: Lynch Second: Nedelka UA
2. Discussion re: Facilitators
 - a. 15 names received to date
 - b. Dover Listens will provide approx. 10
 - c. Hawk indicated roughly 30 required
 - d. Facilitators will have input re: meeting format at “orientation” session
3. Survey Discussion
 - a. Committee reviewed questions suggested for inclusion in an on-line survey
 - b. Recommended maximum response time of 15 minutes
 - c. It was agreed that, in general format, questions should be focused on services, infrastructure, and CIP program
 - d. Questions were eliminated or rephrased and a revised presentation will be prepared by Hawk/Corwin/Parker for re-distribution to the Committee
4. Logo adjustments were discussed and agreed upon
5. Next Meeting
 - a. Tuesday, February 28, 2012
 - i. 5:30PM
 - ii. McConnell Center Media Conference Room
6. Adjournment (7:35 PM)
 - a. Motion: Nedelka Second: Carrier UA