



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
 Meeting Location: **2nd Floor Conference Room, City Hall**
 Meeting Date: **Tuesday, January 8, 2013**
 Meeting Time: **5:30 PM**

Members Present: Ken Costello, Mark Seymour, Joe Caproni, Jeremy LaRose, Michele Alexander, Bryant Hardwick
 Staff Present: Christopher Parker

Action Item Responsibility	
	<ul style="list-style-type: none"> ● Annual election of Chair and secretary. <ul style="list-style-type: none"> ○ Jeremy was reelected as Chairman and Ken was reelected as Secretary. ● Chris provided staff update: <ul style="list-style-type: none"> ○ Chris met with a local landscaper that would like to perform pro bono work on the trail. Chris reviewed a few sections of the trail. Landscaper has verbally committed to cleaning up drainage swales from Fisher to Folsom and clearing brush along Whittier Falls Way. ○ Landscaper will also submit a bid to the city for the work from the end of Whittier Falls Way to the underpass. This will provide City with three bids and will allow for Chris to award work. Contractor concurs with other bidders that the small bridge can be built to avoid impacting the drainage swale along edge of turnpike. ○ The State Dam Bureau has signed off on the proposed remediation plan for Watson Road parking lot. The Developer cannot receive final occupancy on constructed dwellings (at another location in City) until the Watson Road parking lot is constructed so is eager to have contractor construct the parking lot. Work should commence soon, weather dependent. ○ Chris has received quotes for bollards to be installed at Folsom, Washington, Whittier, DTC and Whittier Falls Way. Bollard style was selected by Fire Department and are removable. ○ City is submitting grant for potential parking at Whittier St. trailhead. ○ City requesting LCHIP funds to replace the sign at Whittier St. ○ Chris was contacted by a property owner regarding a tree on an adjacent parcel at Fern Court. The tree is within the trail easement but property owner is responsible for maintenance of



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Ken	the tree per State Law. Chris has provided contact information of property owner to concerned abutter.
Chris	<ul style="list-style-type: none"> ○ Chris has resubmitted letter to Downeast Energy regarding requested easement. ○ City has applied for Dubious and King engineering grant for engineering design of Downeast Energy trailhead.
Jeremy, Mark, Michelle	<ul style="list-style-type: none"> ○ Chris has resent easement agreement to property owner for trailhead at former Macintosh College property. ○ Chris will purchase 100 new trail signs from Facilities. New signs to be 18"x18". Ken to redesign to meet new sign size and forward to Chris.
Chris	<ul style="list-style-type: none"> ● Joe asked if landscape contractor (doing pro bono work) could flush cut stumps on banks from Fisher to Folsom to provide a better aesthetic. Chris did not discuss this with Contractor at the time of review. Chris to follow up to see if this is something the contractor is willing to do.
Chris	<ul style="list-style-type: none"> ● Jeremy mentioned that the Spring Downtown Clean-up is a few months away and that the Committee should develop a plan for items that could be completed on that day. Mark noted that since Great Bay Trout Unlimited (GBTU) has done a number of annual clean-ups on the north end, there is not that much left to clean up. GBTU may consider changing the clean up date to coincide with the Downtown cleanup and could tackle a different portion of the trail. Jeremy stated that if the trail work at Watson Road and Whittier Falls Way is complete before the clean up date, the cleanup day could be used as a trail opening too. Jeremy will include a review of the trail work plan on the next meeting agenda so that a work plan for cleanup day can be developed. Coordination required with Dover Main St.
Jeremy	<ul style="list-style-type: none"> ● Chris has not heard anything about Timberland's earth day event and when is the deadline for applications. Chris to check with Timberland.
Jeremy	<ul style="list-style-type: none"> ● Jeremy gave an overview of the facebook page. There are currently 500 following the facebook page. He posted a request for four season photos of trail usage to add to the facebook page. ● Chris noted that the new owner of the New Meadows condominium



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Planning Dept./
Committee

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complex on rt. 155 would like to develop the trail easement that was required when the project went through site plan approval. The easement connects Rt. 155 to Bellamy Park trails. Owners want to develop the trail in a similar manner to the community trail. Chris has cut sheets of construction details. Chris recommended Owner's meet with Committee or a sub-committee of the Committee. Chris to forward February meeting date to Owners.

- Jeremy raised the issue of trail outreach opportunities.
 - He suggested that we look for opportunities to get schools involved. He noted that this is the perfect time to approach teachers about next year. Jeremy will draft a letter soliciting help/ideas from school teachers for review at the next meeting.
 - Jeremy also noted that he has started a letter to trail abutters to solicit help/maintenance. He will bring the draft to the next meeting for review/comments.
 - The Committee discussed the current routes used for Dover School's cross country team and whether the trail could be used. Mark's daughter is currently on the team. It was noted that the connection through the New Meadow property could be valuable and Bellamy Park should be a destination for the Community trail. It is approximately a mile from the Rt 155 trailhead to Kingman Farm.
 - Joe has spoken to the Director of the City's Youth-to-youth program and that program is willing to help out on the trail but the committee will need to provide guidance on what needs to be done.
- Now that the Watson Road parking lot looks to be close to development, Ken asked if Measured Progress would be the right entity to approach about sponsoring a Kiosk. If a sponsor can be found for the materials, then arrangements could be made with the Tech Center's building trades to schedule construction for early in the 2013-2014 school year.
- The gravel/regrading on the trail just north of the Turnpike still needs to be done. Chris noted that the City can provide the gravel. Committee/City needs to find someone willing to install and grade the



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gravel. This work should be completed by the time Watson Road parking lot and Whittier Falls Way connection are complete.

- Meeting minutes from July 10, 2012 were reviewed and approved with spelling changes to Mr. Bryant Hardwick's name and Folsom Street.

- Next meeting scheduled for **February 12, 2013 @ 5:30 pm**

Meeting adjourned at 6:40 pm.