

CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

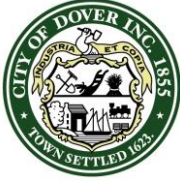
Meeting Type: **Regular Meeting**
Meeting Location: **2nd Floor Conference Room, City Hall**
Meeting Date: **Tuesday, April 19, 2016**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair), Leon Deyo, Bobbi Dixon, Jim Verschueren, Carlo Nittoli, Rick Schnable, Jon Niehof, Liz Wilber, and Terrence Glazier.

Staff Present: Donna Benton and Officer Michelle Murch

B.Hardwick opened the meeting at 5:30pm.

1. Introductions
2. Approval of March 15, 2016 Minutes
 - Approved unanimously on a motion by R. Schnable and seconded by L. Deyo.
3. Update on TAP Grant Process
 - D.Benton gave an update on the TAP grant project. She explained that she received the notice to proceed with negotiating with the engineering firm from NHDOT. Staff negotiated with CLD Engineering Consultants and has submitted a contract, scope and fees to the City Council to review on April 27 to approve with the condition that NHDOT provides a notice to proceed as well. She is waiting to hear back from NHDOT with the next notice to proceed. The next steps would be the feasibility study and then engineering design.
4. Discuss trail clean-ups approaching
 - D. Benton explained that Liberty Mutual will be focusing on the rural portion of the trail on May 2nd by building a bog bridge near Fourth Street, clearing brush, and picking up trash. Community Services will be depositing gravel along some low spots on April 26 as a temporary solution before the TAP project gets underway.
 - On May 7th, Dover Main Street is hosting a Dover Clean-up day in which volunteers (including 15 members of the Dover Police Department) will be cleaning up the urban portion of the trail. D. Benton encouraged the group to visit the Dover Main Street website and sign up if they feel like volunteering.
 - The group would like to send a thank you to Dover Main Street, Liberty Mutual, and Community Services after these two clean-ups in May.
 - Community Services has picked up the mattress and the Transportation Center lot appears to have less trash.
 - The Mounted Patrol will speak to the owner of Map 1 lot 89 about cleaning up the area next to his garage which is seen from the trail.
 - The owner of the Liquor Store lot has given the CTAC permission to cut the “pricker bushes” and clean up trash behind the building as long as the CTAC gives notice of what day they will be doing the work.
 - J. Niehof will talk with Dover Main Street about the Adopt-A-Spot program.
 - National Trails Day is June 4th the CTAC should consider doing an event to celebrate.
 - Officer Murch will look into getting the Department of Corrections inmates to help clean-up or do projects for the trails.
5. Discuss logo options



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- R. Schnable brought in 3 preliminary logo designs involving the bridge near the Transportation Center, the lamp over the bridge, and the smoke stack seen from the bridge to give the CTAC a feel for other logo ideas. The CTAC will think about these ideas and brainstorm others and will continue the discussion at the next meeting. The CTAC thanked R. Schnable for his initial efforts.
 - R. Schnable explained that he called Dover High School's Art Department about having the art students draft some logo options but was told there is not enough time left in the school year. T
6. Update on Promotion/Advertising/Public Relations/Any Homework
- B.Hardwick and B.Dixon have drafted a bookmark and are looking for the CTAC's thoughts on it. The bookmark will be placed at the Children's Museum, Public Library, Chamber of Commerce, Train Station, Bus Station, City Hall, etc. As well as given to the Mounted Patrol to pass out to residents who ask about the trail. If possible, realtors in the area could pass these bookmarks out as well.
 - The group would still like a sign that can be seen from the highway to promote the Community Trail to those driving by.
 - The idea of installing a sign near Silver Street on the existing pole (old rail road sign) was mentioned.
 - J. Verschueren spoke with Ron Cole about doing a historic walk on the trail, R. Cole is very interested and willing.
 - The thought about doing a "ghost story" type of event next October was mentioned.
 - An article about the trail with pictures of the progress of construction should be submitted to magazines and newspapers.
 - Pictures of the trail and progress of construction should be posted on social media often.
 - The CTAC should try to have a booth or at least a banner at the Cochecho Arts Festival. Officer Murch will look into it.
 - The CTAC would like to ask Dover Delite and other businesses to have the bookmarks and to advertise that the Community Trail is a nice activity after going out for ice cream or lunch, etc.
 - The Mounted Patrol has a successful Facebook page and will try to help advertise the Community Trail through it.
7. Other Business
- D.Benton explained that Susan Pike is still interested in having the St. Thomas Aquinas students do a phenology trail along the trail. She will be invited to the May meeting to give the CTAC an overview of the project but the CTAC seemed to be in favor of the idea.
8. Next Meeting May 17, 2016—
- May 17 is scheduled for 5:30pm on the second floor of City Hall. The Committee will continue to discuss the TAP grant, promotions/advertising avenues, the logo re-design, trail clean ups, signage, National Trails Day, and the phenology trail.
9. The meeting adjourned at 6:43pm on a motion by J. Verschueren and seconded by B. Dixon. U/A.