



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

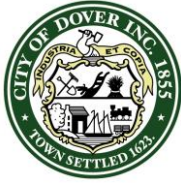
Meeting Type: **Regular Meeting**
Meeting Location: **2nd Floor Conference Room, City Hall**
Meeting Date: **Tuesday, May 17, 2016**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair), Leon Deyo, Jim Verschueren, Carlo Nittoli, Rick Schnable, Jon Niehof, Liz Wilber, Curtis Pratt, Andy Goodell and Laurie Smith.

Staff Present: Donna Benton and Officer Joe Caproni

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

1. Introductions
2. Approval of April 19, 2016 Minutes
 - Approved unanimously on a motion by J.Verschueren and seconded by J. Niehof.
3. Update on TAP Grant Process
 - D.Benton explained that staff and CLD are still working with NHDOT to get their Notice to Proceed with the Feasibility study.
4. Discuss trail clean-ups and sign thank-you notes
 - D.Benton explained the Liberty Mutual clean-ups on May 2nd and May 10th, and the Dover Main Street clean-up on May 7th where about 20 Police members and other volunteers cleaned the urban portion of the trail. The group signed thank-you cards for Dover Main Street, Dover Police Department, and Liberty Mutual for volunteering to improve the trail.
 - Officer Caproni mentioned he spoke to the owner near Folsom that has lots of debris next to his garage about cleaning it up. The Mounted Patrol will continue to work with Community Corrections about clean-up opportunities. The CTAC will continue to think of alternative solutions to the debris near Folsom Street.
 - There is a sign ripped out near the trail that Officer Caproni will ask Community Services to re-install.
 - The Committee discussed the need to finish raking out the gravel piles along the rural portion of the trail that the volunteers started but ran out of time to do. Anyone interested in helping to rake, should feel encouraged to get a group together to do in the next few weeks. D.Benton will ask her contact if he has a tractor with a bucket on it which may help. J. Niehof will ask a cross fit gym if they are interested in doing that as their daily work out. L. Smith will ask EverProven Cross Fit Gym to see if they would be interested in helping.
5. Discuss logo options
 - Officer Caproni explained that Officer Murch reached out to a graphic artist to work on logo options to bring to the Committee. They are still waiting to hear back. R.Schnable will write a proposal of what the committee is requesting for logos and will give a generous deadline for submissions. R.Schnable asked the Chamber for suggestions of vendors and received 4 which he will reach out to. The Committee will reach out to the High School again in the fall to see if students are interested in submitting logo ideas. D.Benton will place a call for submissions on the Facebook page.
6. Update on Promotion/Advertising/Public Relations/Any Homework



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- The Committee discussed the bookmarks that B. Hardwick created. D.Benton took his draft and updated the QR code and printed some samples around City Hall. B. Hardwick has now added a north arrow and will re-send to D.Benton. Once the group finalizes the design, more copies will be printed and possibly laminated.
 - Officer Caproni spoke with the Chamber about having a banner up during each Cochecho Arts Festival Concert. There is also an opportunity to be the non-profit of the night, which Officer Caproni will get more information on and report back to the committee. B. Hardwick says that if Staples has a sale on banners in the meantime, he will order a banner using the graphics on the bookmark to donate to the committee. The Open Lands Committee has a sub-committee looking at the table display on the first floor which also advertises the community trail. A.Goodell will keep the committee updated.
 - J. Niehof spoke with Amanda with Dover Main Street and asked about Adopt-a-Spot program. He put together a “Dover Community Trail Maintenance Sheet” which was passed around. The sheet describes the different sections and ways it could be improved by volunteers as opportunities come up.
 - L.Smith suggested that she will bring the idea of Adopt-a-Spot to her neighborhood group. This will be a great supplement to also asking businesses that about the trail and others throughout the community. The Committee will continue to finalize this adopt-a-spot program next month. Once the program is finalized, it will be advertised on the Facebook page and City website.
7. National Trails Day- June 4th
- The Committee decided to hold an event to celebrate National Trails Day. D.Benton will do a press release. The ideas of having water stations, volunteers, and balloons handed out were discussed. Anyone interested should contact J. Verschueren or D.Benton. The event will be from 10am to noon.
8. 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 and will be at the June Meeting
 - The Committee voted unanimously to support the resolution to name the portion of the trail along the Cassily property to be named after John Scruton on a motion by J. Verschueren and seconded by J.Niehof.
 - D. Benton brought up the Bike/Walk to work week and the event held by Strafford Regional Planning Commission on May 20th at the Dover Cyclery.
9. Next Meeting June 21, 2016—
- June 21 is scheduled for 5:30pm on the second floor of City Hall. The Committee will continue to discuss the TAP grant, promotions/advertising avenues including the Cochecho Arts Festival and the adopt-a-spot program, the logo re-design, trail clean ups, and the phenology trail presentation.
10. The meeting adjourned at 6:41pm on a motion by J.Verschueren and seconded by C.Nittoli. U/A.