



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Dover Transportation Center**
Meeting Date: **Tuesday, August 16, 2016**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair), Peg Purcell, Leon Deyo, Bobbi Dixon, Liz Wilber, Jon Niehof, Terrence Glazier, Andy Goodell, and Rick Schnable.

Staff Present: Donna Benton and Officer Michelle Murch.

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

1. Introductions
2. Approval of July 19 Minutes
 - Approved unanimously on a motion by P. Purcell and seconded by R. Schnable.
3. Update on TAP Grant Process
 - D.Benton explained that feasibility study is still underway. The wetland delineation has occurred, as has some survey work. There is an 85% chance that the paved ramp at Fourth Street is feasible to be built. Staff and the consultants met on August 9. Research is still underway at the NH Division of Historic Resources and the Natural Heritage Bureau.
4. Apple Harvest Day Prep for October 1
 - B.Hardwick explained that the Open Lands Committee and CTAC usually share a booth at Apple Harvest Day similar to the Cochecho Arts Festival. The CTAC would be looking for volunteers to staff the booth through the day which is from about 7am to 4pm. There will be a sign-up sheet at the next meeting for volunteers to take shifts. The Committee decided bookmarks were enough to hand out. D. Benton explained that she is meeting with some members of the Open Lands Committee to work on the shared display so that if anyone has photos or other ideas they would like to be part of the display to contact D. Benton. B.Hardwick explained there is often an activity to draw attention and visitors to the booth.
5. Discuss logo process and gather list of where/who to advertise to
 - D.Benton handed out the latest request for designs that R.Schnable put together and that the City Legal Counsel has edited. R. Schnable explained he met with Katie McKinnon at the Chamber of Commerce. She shared some thoughts on the process and suggested the CTAC ask a few professional graphic artists to help come up with designs instead of going out to the public. K. McKinnon also mentioned that the CTAC should be looking for a logo that is timeless. She feels the Committee should be asking "What does the trail mean to you" and "What do you think of when you hear Community Trail?" K. McKinnon has offered to attend the October meeting to discuss this further.
 - The Committee discussed the two paths this process could take. The first being to ask a few professionals and the second is to still open it up to the public and gain some public relations. The Committee decided to have K. McKinnon attend the October meeting but to ask the public to provide their ideas which could potentially go into a logo at a later date. This way, the Committee can advertise this opportunity at Apple Harvest Day and the booth would have an activity to draw visitors' attention. R.Schnable will communicate with K.McKinnon.
 - J. Niehof reminded the Committee that we still have the survey results from last fall if we want to revisit those as part of this public relations process.



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- The new Transportation Master Plan Chapter will hold a public hearing on August 23rd at the Planning Board meeting at 7pm. Thank you to J. Niehof for sitting on that steering committee. B. Hardwick suggested that some Committee members who are free should vocalize their opinion and interest in the trail at that public hearing. D.Benton explained that the Community Trail has it's own few paragraphs as part of the Chapter and that there are several action items listed regarding the trail and connectivity. J. Niehof also mentioned another suggestion of the master plan is to seek out opportunities for other smaller trails to connect different neighborhoods.
- 6. Update on Promotion/Advertising/Adopt-a-spot/Public Relations/Any Homework
 - D.Benton explained that she needs to set up a meeting with J.Niehof and Dover Main Street to continue to work on the Adopt-a-spot program.
 - The Committee decided the bookmarks would be enough to hand out at Apple Harvest Day.
- 7. Other Business
 - Officer Murch said the trail has been busy with lots of users on it.
 - P. Purcell said she read last meeting's minutes and wanted to share that the exercise stations at Willand Pond have held up nicely this past year. They seem to be used and would be a nice asset in the rural section of the Community Trail. The Committee had the consensus that if Timberland reaches out and if it didn't hurt any future wetland permits, etc. that they would like the 7 or so exercise stations on the rural section for those to use.
- 8. Next meeting September 20, 2016
 - September 20 will be held in City Hall. Topics to be discussed include RSA 91-A handout, stenciling update, Apple Harvest Day, Transportation Master Plan update, logo update, and TAP project update.
- 9. The meeting adjourned at 6:12pm to then go out and view where the Committee would like to see stenciling on a motion by J. Niehof and seconded by L. Wilber. U/A.

The Committee agreed upon having future stenciling along the southern border of the Transportation Parking lot then crossing in the middle of the parking lot near the islands with trees to the sidewalk in front of the Transportation Center leading to the sidewalk on Chestnut Street. COAST, Wildcat, and Amtrak should all be communicated with regarding this idea. Also, there should be stenciling on the pavement after crossing Washington Street through the staggered fence area to help navigate that area of the trail. Then in the future after easements are granted, the Committee will look into the option of stenciling the rest of the sidewalk along Chestnut and Fourth Street to the proposed trailhead.