



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

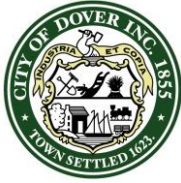
Meeting Type: **Regular Meeting**
Meeting Location: **Second Floor Conference Room, City Hall**
Meeting Date: **Tuesday, September 20, 2016**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair), Leon Deyo, Bobbi Dixon, Liz Wilber, and Jon Niehof

Staff Present: Assistant City Planner Donna Benton and Officer Michelle Murch.

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

1. Introductions
2. Approval of August 16 Minutes
 - Approved unanimously on a motion by J. Niehof and seconded by B.Dixon.
3. Update on TAP Grant Process
 - D.Benton explained that feasibility study is still underway and a lot has been accomplished. On September 6, J. Niehof and D.Benton met with Rick Lundborn of CLD Consulting Engineers to go over the timeline, budget, and possible plans for the trail expansion and improvements. It looks like the ramp at Fourth Street will use existing natural fill to be built into the existing slope and then paved on top with several landings to help lessen the steep slope. There would be one railing on the river side of the ramp. A joint meeting and public hearing will take place at the Planning Board meeting on September 27th where the consultant will provide an update on the project and any findings thus far. All CTAC members, abutters, and public are invited to attend. Abutter notices were sent out to direct abutters for the two subject areas, inviting them to attend the Planning Board meeting. D.Benton and R.Lundborn will be attending the Natural Resources Agency Coordination Meeting on September 21st at the NH Department of Transportation Office in Concord as part of the process in the feasibility study. D.Benton is currently working on reimbursement for July and August from the state as CLD has been supplying monthly invoices to the City.
4. Apple Harvest Day Prep for October 1
 - D. Benton explained that she and a few members of the Open Lands Committee (OLC) have worked on updating the tri-fold shared display for Apple Harvest Day and it's about half way completed. The OLC will have orange painted acorns and crayons to encourage children to draw faces on the acorns, along with coloring pages. D. Benton has a draft blank coloring page for the Community Trail and will edit Rick Schnable's press release to be sent out before October 1st. B.Hardwick volunteered to bring a small sized table for children to sit and color just in case there is room at the booth this year. D.Benton then asked for volunteers to staff the booth in shifts throughout the day. The booth is usually set up in front of the TD Bank area on Central Ave from 7:15 to around 4pm. Anyone else interested in volunteering at the booth can contact D.Benton—one does not need to be attending the CTAC meetings regularly to volunteer on Apple Harvest Day and there are still at least two shifts to fill.
5. Discuss logo process and gather list of where/who to advertise to
 - D.Benton became aware of some obstacles for re-doing the signs/logo. These obstacles include (1)the need to meet MUTCD standards for all signage, especially related to transportation which is why the current logo/signs is so simple, (2)there is no funding available to replace signs, (3) if CMAQ funding was used in the past for the existing signs further approval may be required to change them. Therefore, the CTAC came to the conclusion that it still wants to go out and get



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the public's submissions of photos/drawings/narratives and use them in general promotional materials (social media, maps, website, trailheads, etc.) but that the MUTCD approved signs would need to stay in place.

6. Update on Promotion/Advertising/Adopt-a-spot/Public Relations/Any Homework
 - D.Benton explained that she and J.Niehof met with Tom Massingham from Dover Main Street to continue to work on the Adopt-a-sSpot program. D. Benton followed up with an email and was informed that Main Street has not discussed the topic again, but would get back to her when they do.
 - D.Benton asked that trail users continue to send any photos or links they would like shared on the Facebook page to her.
7. Other Business
 - B.Dixon and L.Deyo gave an update on what they have noticed on the trail and the amount of trash they pick-up. They think that the trail is overall cleaner this year than in past years but that one specific area that needs to be cleaned-up is under the bridge near the Transportation Center. M. Murch will work on asking the Department of Corrections if they are able to send some volunteers over to clean that area up.
 - M. Murch gave an update on what she and Officer Caproni have witnessed when patrolling the trail.
 - D.Benton explained that she spoke with the Assistant City Manager, Parking Manager, Executive Director of COAST, and representatives from NNEPRA and Wildcat buses about the potential stenciling on the Transportation Center parking lot to help get bicylists and pedestrians to Fourth Street more visibly. Since there was not a consensus on the route and everyone realizes that users will pick their own route anyway, the conclusion was to add better signage/maps at the existing Rotary Trailhead and then a second one on the corner diagonal near the tracks on Chestnut Street to help guide people to the rural section and vice versa.
 - D.Benton explained that she submitted a grant application for Phase IV which would connect the future trail head at Central Ave/Rutland via the sidewalks to Daley Drive, then behind the middle school and high school to Bellamy Road. From there the thought is to better delineate the trail through Bellamy Park and then officially get easements behind Martha's Way to the existing trail easements behind New Meadow's (Lilac Lane) to Route 155. She will be presenting this proposal to the regional Transportation Advisory Committee on October 7th and is hoping to hear either way around November. A letter of support has already been received from the Mayor on behalf of City Council and from the Superintendent of the Dover School District. The possible 20% match is already included in the proposed Capital Improvements Program.
8. Important Dates—September 27, October 1, and October 18, 2016
 - D.Benton reminded the CTAC that there were welcome to the joint meeting and public hearing at the Planning Board meeting on September 27th starting at 7pm in the Council Chambers on the second floor of City Hall. Then to come volunteer or stop by the booth at Apple Harvest Day on October 1st and finally the next regular meeting will be October 18th at 5:30pm in the second floor conference room of City Hall.
9. The meeting adjourned at 6:12pm on a motion by J. Niehof and seconded by L. Wilber. Vote: U/A.