



CITY OF DOVER

## CWDAC PARK SUB-COMMITTEE - MINUTES

|                   |                                                                      |
|-------------------|----------------------------------------------------------------------|
| Meeting Type:     | Regular Meeting                                                      |
| Meeting Location: | 2 <sup>nd</sup> Floor Conference Room, City Hall, 288 Central Avenue |
| Meeting Date:     | Tuesday, October 25, 2016                                            |
| Meeting Time:     | 7:30 AM                                                              |

**PRESENT:** Robbie Woodburn, Peg Purcell, Norm Fracassa, Gary Bannon – Recreation Director

**STAFF:** Steve Bird – City Planner

**OTHERS:** Jen Martel – Ironwood

**1. Meeting was called to order at 7:36 am.**

**2. Citizens Forum:** None

**3. Minutes of October 12, 2016**

Woodburn motioned to approve the minutes of 10/12/16, Bannon seconded. VOTE: Unanimous.

**4. Preparations for Stakeholder Meeting**

Bird stated that Room 305 in the McConnell Center has been reserved for the stakeholders meeting on November 9<sup>th</sup> at 5:30 PM. A list of invitees was distributed and members volunteered to contact the group.

It was decided that Bird would send out a group e-mail to the list by this Thursday and that members would follow up with a phone call a week ahead to remind. The approved concept plan would be attached to give them some context. A list of preliminary park elements from the minutes will be included in the body of the e-mail. Stress that they are a special invited group and the networking opportunities.

The structure of the Stakeholder meeting was discussed.

Martel will give a PowerPoint presentation and talk about how we got to this point and display a map of the park. 4 copies of the map will be made for the meeting to be placed on the tables. The tables will be rearranged into a square or rectangle. Bannon will lead a discussion of the list of park elements with a goal of soliciting other elements. The elements will be written on easel size paper by Bird for display on the walls with room to add more. After discussing the various elements, we will pass out three sticky dots and allow people to vote for their top three. The results will be tallied and we will explain that a survey will be created and sent out to allow the public to vote on the priority elements. Groups can forward the survey link to their members if they want. The survey will also be on the City web-site.

A discussion was held on what dock location to show on the map based on the DES meeting held last week.

**5. Adjourn**

The meeting adjourned at 8:34 AM.