



CITY OF DOVER

**COCHECHO WATERFRONT DEVELOPMENT ADVISORY
COMMITTEE - MINUTES**

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Room 305, 61 Locust Street, Dover, NH
Meeting Date: **Tuesday, April 18, 2017**
Meeting Time: **5:30 pm**

PRESENT: Jack Mettee (Chair), Dana Lynch, Norm Fracassa, Peg Purcell, Sean Fitzgerald, Dane Drasher, Kyle Pimental, Dennis Ciotti, Kim Schuman, Robbi Woodburn (6:30)

EXOFFICIO MEMBERS: Mayor Karen Weston

STAFF: Steve Bird – City Planner, Gary Bannon – Recreation Director, Dave White – City Engineer

OTHERS: Jen Martel, Chris Wyskiel, others

1. Meeting was called to order at 5:33 pm.

2. Minutes of March 21, 2017

Motion: Drasher made the motion to approve the minutes of 3/21/17, Purcell seconded. Vote: Unanimous

3. Citizens Forum: None

4. Changes to the Agenda:

Mettee: I want to talk about the Design Guidelines under agenda item 8.

5. Correspondence:

Bird: I sent a letter today to the owner of the private parcel at 1 River Street to offer to meet with her to provide an update on the waterfront.

6. Old Business:

Overview of Phase 2 Work Tasks

1) Dock Design and Permitting

Martel: Dock application information was submitted to DES, but I had not heard anything, so I called DES and found out that she is backed up with a large project but hopes to get to it next week.

Bird: I had a meeting last week with Dave White and Gary Bannon to review the dock design in terms of maintenance and the ability of the city to remove and install the seasonal parts of the dock. The fixed pier is being widened to 9 feet to allow for the ramp to be pulled up through it.

Weston: Will the area near the dock be raised like the rest of the site?

Martel: That area will not be raised because it is in the floodplain.

2) Park Design/Programming

Martel: We have been looking at material for the park and considering issues like durability, aesthetics, cost, sustainability, performance and maintenance. The plans includes 6,000 square feet of decking in total. The issue is between real wood or composite options. We are recommending IPE or high end components. Here are some examples of deck materials for you to examine.

Weston: What is the lifespan of the material?

Martel: the manufacturer guarantees 25 years but it will last a long time. It is \$8-10 in price. Black locust is a good option, there is some on site. Cedar decking is being used in Henry Law Park. We are recommending composite for the docks.

Drasher: I would look at a grooved plastic decking material like thru-flow.

Martel: I will look into it but it is pricey.

Martel: We have 1,840 square feet of retaining walls on the plan. We would want to match existing retaining walls on the site and reuse materials as available. The wall around the lawn area could be special material like slate to allow artists to make drawings. Seating is important. We need a mix of choices, like terrace seating, benches, granite blocks and community benches. Guardrails are important. I don't like the ones at Henry Law Park because they are too tall and aluminum. 42 inches is the standard height and we could use top rails. For lighting we would use city standards but also some fun lights in plaza. I would like to see meadow grass in some parts for green areas.

Mettee: So let's provide Martel with some feedback on these park materials. When do want to hear back from us?

Martel: I would favor black locust for decking. I look forward to your feedback for the types of materials I have presented. In the next couple of weeks would be good.

Mettee: Make sure to provide Bird with a copy of your presentation so he can send it out to members.

Fitzgerald: Could we use stamped concrete in some areas?

Martel: Yes in selected areas only due to cost.

Purcell: Stamped concrete takes a lot of maintenance.

3) Bluff Excavation Wetlands Permit and Alteration of Terrain Permit

Bird: We responded to the request for more information to DES on March 29th. The AOT permit application for the bluff excavation will be submitted this week.

7. New Business:

A. Report on Bluff Excavation

Bird: The proposed award of the bid for the bluff excavation to Severino Trucking was approved by the City Council agenda on March 22. The purchase order was issued yesterday and the contract was signed on March 29th.

B. Phase 2 Contract Change Order

Bird: The City Council approved the change order to the Union Studio contract in the amount of \$35,000 on March 22nd.

C. Phase 3 Contract Discussions

Bird: Due to the work shifting to primarily engineering design and plans, we are going to propose changing the primary contractor to Horsley Witten instead of Union Studio. We have been working with Jon Ford on developing a scope of services and cost estimate for the phase 3 contract. We want to be able to not have a lull in the work effort so we hope to be able to bring the phase 3 contract to the City Council as soon as possible.

D. Review of Developer RFQ Outline

Bird: I have prepared this outline of the components of the RFQ for your consideration. I used the previous document and other RFQ's the city has prepared recently to develop this. I am looking for feedback so I can begin putting filling in the information for the next meeting.

Mettee: Please provide Bird with feedback by April 28th. We will make that the deadline for park elements comments also.

8. Committee member comments:

Mettee: I wanted to talk about the Design Guidelines since they are part of the developer RFQ. I want to establish a sub-committee to update the previous version that was prepared by a consultant. The document will communicate our vision to prospective developers with architectural standards and examples. We want consistency between the development pods if we are having multiple developers. I have talked with a few members about being on the committee. So far Lynch, Woodburn, Goodknight and Fracassa have agreed to serve. If other members want to join please see me after the meeting.

Weston: Be careful with the quorum issue.

Mettee: Good point. These meetings will be public with agendas posted and minutes kept.

9. Adjournment:

Motion: Fitzgerald made the motion to adjourn at 6:45 pm, Pimental seconded. Vote: Unanimous