



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers Conference Room, City Hall**
Meeting Date: **Tuesday, June 20, 2017**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair).

Staff Present: Assistant City Planner Donna Benton and Officer Joe Caproni.

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

1. Introductions
2. Approval of May 16, 2017 Minutes
 - o No action taken
3. Update on TAP Extension Phase III Preliminary Design
 - o D.Benton explained that CLD is close to submitting the rest of the materials to NH Department of Transportation (DOT) for review to end the Preliminary Design phase.
 - o The Conservation Commission endorsed the Conditional Use Permit (CUP) at their June 12th meeting. The Planning Board will be reviewing the CUP at their June 27th meeting.
4. Update on TAP Extension Phase IV
 - o D.Benton explained that the municipal agreement has been signed by both the City Manager and the NH DOT. She will be meeting with NH DOT for a scoping meeting on June 22nd, 2017.
5. Discuss video advertisement for Community Trail
 - o D.Benton and Officer Caproni recapped the filming on June 20th. D. Benton also recounted the filming that took place on June 12th. She is looking for volunteers to put a "GoPro" camera on their bike to show the trail through that perspective. From there she will summarize what the CTAC is looking for to give to the Media Services staff and they will edit the footage and create a 30-60 second advertisement to start. This advertisement would be on Channel 22, the City website, the CTAC Facebook Page, and sent to other media venues.
6. Update on Promotion/Advertising/Adopt-A-Spot/Public Relations/Any Homework
 - o B. Hardwick reached back out to Dr. Pike about the phenology trail and got a response that she is too busy to take this on but was given another name to reach out to. This topic will be continued at the July meeting
 - o B.Hardwick created the Adopt-A-Spot agreement for the CTAC, D.Benton provided some edits which B.Hardwick will make and then send to D.Benton to ask the City Legal Counsel to review before proceeding.
 - o B.Hardwick will reach out to the Dover High School again and the Cocheco Academy of the Arts to see if there are volunteers to help with the mural in the Silver Street tunnel.
 - o B.Hardwick will also email the Dover Arts Commission.
7. Other Business
 - o None was discussed
8. Next meeting July 18, 2017
 - o The next meeting will include updates of the TAP grant project including, the video advertisement of the Community Trail, murals, and updates on Bike/Walk to work station.
9. The meeting adjourned at 5:43pm.