



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers Conference Room, City Hall**
Meeting Date: **Tuesday, July 18, 2017**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair), Jon Niehof, Liz Wilber, Rick Schnable, Wendy McManus, Steve Oman, Jim Verschueren.

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 and June 20, 2017 Minutes
 - o Motion to approve made by Officer Caproni and seconded by L. Wilber. Vote: U/A.
3. Update on TAP Extension Phase III Preliminary Design
 - o D.Benton explained that CLD submitted the rest of the materials to NH Department of Transportation (DOT) for review to end the Preliminary Design phase. The City is now waiting for a notice to proceed to the next phase.
 - o The Conservation Commission endorsed the Conditional Use Permit (CUP) at their June 12th meeting. The Planning Board approved the CUP at their June 27th meeting.
 - o J.Verschueren will reach out to Rotary to see about building/donating the new trailheads structures.
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 met with NH DOT for a scoping meeting on June 22nd, 2017. The next step is to go out to bid for an engineering/design team.
5. Discuss video advertisement for Community Trail
 - o D.Benton recapped the filming completed for the advertisement of the Community Trail and thanked all of those involved. She needs to put together a rough outline of the flow of the 30-60 second commercial to send to the Media Services Staff. From there they will create the first video which can be viewed by the CTAC this fall. The footage filmed this summer may also be used for future videos created about the trail in more detailed or specific videos.
6. Update on Promotion/Advertising/Adopt-A-Spot/Public Relations/Any Homework
 - o D.Benton passed out copies of the Adopt-A-Spot agreement that B.Hardwick, D.Benton and the City's Legal Counsel worked on creating and editing. The CTAC's only edit is to use the phrase "Adopt-A-Trail Section" instead which will be made before posting. D.Benton will reach out to the Fisher Street neighborhood and Liberty Mutual. Other members are encouraged to discuss the opportunity with other organizations.
 - o D.Benton will reach out to Sundance Sign (per B.Hardwick's research) for the Adopt-A-Trail Section plaques and hopes to bring the specs to the next meeting.
 - o The Community Trail Advisory Committee split the existing Community Trail into different sections which will be: Fisher-Silver, Silver-Washington, Washington-Rotary Trailhead, Rotary Trailhead to Fourth Street Trailhead, Fourth Street Trailhead to Beckwith Ballfields, Beckwith Ballfields to Whittier, Whittier-other side of Spaulding underpass, underpass to Liberty Mutual property line, and Measured Progress property line to Watson Road parking lot.



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- B.Hardwick provided an update on reaching out to the Cochecho Academy of the Arts and the Art's Commission. Both seemed interested in getting involved with the Silver Street Tunnel. Another idea is to have a rotating possibility of artists to continually paint the tunnel.

7. Other Business

- J.Niehof asked about leash law. Officer Caproni will verify and report back at the next meeting.
- J.Niehof asked if the crosswalk near Sullivan Tire is effective. D.Benton explained that the signals were recently re-evaluated and will be resynchronized. Officer Caproni will look into the matter and report back.
- J.Niehof brought some drainage concerns to the CTAC's attention and discussed the possibility of moving the existing bog bridge to a different location. D.Benton explained that review, permits and permission would be necessary. B.Hardwick will ask the Open Lands Committee and D.Benton will invite Assistant City Engineer Gretchen Young to the next meeting where this will be an agenda item.
- D.Benton asked if there was any interest in setting up a booth at the Cochecho Arts Festival this summer and the consensus was to consider it next summer.
- J.Verschueren mentioned that he and staff are working on creating a kayak launch area near his wife's bench on the Cochecho River that he would like to donate.

8. Next meeting: September 19, 2017

- The next meeting will include updates of the TAP grant project including, the video advertisement of the Community Trail, murals, and drainage issues.

9. The meeting adjourned at 6:15 pm on a motion made by J.Niehof and seconded by J.Verschueren. Vote: U/A.