



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Second Floor Conference Room, City Hall**
Meeting Date: **Thursday, December 7, 2017**
Meeting Time: **6:00 PM**

Members Present: Bryant Hardwick (Chair), Jon Niehof, Liz Wilber, Wendy McManus, Nancy Johnson, and Hannah Pasquale.

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

B. Hardwick opened the meeting at 6:01pm.

1. Introductions
2. Approval of October 17, 2017 Minutes
 - Motion to approve made by J. Niehof and seconded by W. McManus. Vote: U/A.
3. Update on TAP Extension Phase III Preliminary Design
 - D. Benton showed the CTAC the latest plans from CLD Consulting Engineers. Some feedback was to get more screening either by fence or plantings for abutters close to the trail. D. Benton explained she was in contact with 36A Fisher about screening opportunities and would work with the engineers.
 - Questions about lighting, crosswalks, and clean-ups came up.
 - D. Benton working on easement documents needed and looking into whether we can use the waiver process instead getting appraisals for the easements.
4. Update on TAP Extension Phase IV
 - D. Benton explained that the City receive a draft of the Scope and Fees from CLD Consulting Engineers. She has sent them back edits for CLD to review. D. Benton is expecting to go to council for the award of bid request in January.
 - J. Niehof asked about the option of adding a gate off of Cataract Ave to connect to Phase IV in addition to the planned route of the Phase IV expansion.
5. Tunnel Art Project
 - B. Hardwick had reached out to several local schools, the Seacoast Charter School was the most interested. Hannah Pasquale, an Art Teacher at Seacoast Charter School, attended the meeting and helped the CTAC figure out a scope and plan to get the Silver Street tunnel interior decorated.
 - The plan is to split the inside of the tunnel into sections and invite different schools/organizations to paint a section that would connect with a common theme.
 - N. Johnson and H. Pasquale will reach out to schools and organizations and invite them to come to the February 20th CTAC meeting to come up with a game plan as well as research options for painting a corrugated surface.
 - The theme must be community oriented and appropriate for all ages.
 - D. Benton will look into funding opportunities.
6. Discuss Video Advertisement of the trail
 - D. Benton showed a short clip of the video advertisement Mike Lockhardt of Dover Media Services put together. She explained this was the first draft and that it would be revised in the near future. D. Benton also reminded the CTAC that there is plenty more footage to work with



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to create longer and more focused videos in the future. They all thanked Media Services for their efforts and those who volunteered to be in the video.

7. Update on Promotion/Advertising/Adopt-A-Trail Section/Public Relations/Any Homework
 - J.Niehof mentioned that he would put together a press release about the adopt-a-trail section opportunity.
 - J.Niehof also reached out to the 603 group about adopting a section and he hopes they will fill out the paperwork by the February meeting.
8. Other Business
 - D.Benton announced the Annual Land Use Meet and Greet will take place at 5:30pm on Tuesday January 9th. This is a chance to hear the updates from the other committees/commissions/boards and to learn a bit more on the Climate Adaptation Chapter of the Master Plan. Members of the CTAC are welcome to attend but need to RSVP to Donna by the end of the month. B.Hardwick will attend and provide an update on the CTAC.
9. Next meeting: February 20, 2018 at 5:30pm
 - Back to the normal meeting time but we will skip the January meeting
 - Area Art Teachers and other organizations will be invited to attend the February meeting to discuss painting the interior of the Silver Street tunnel as well as updates on the two TAP projects, and other business.
10. The meeting adjourned at 7:11 pm on a motion made by J.Niehof and seconded by L.Wilber. Vote: U/A.