



CITY OF DOVER

COMMUNITY TRAIL COMMITTEE - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **1st Floor Conference Room, City Hall, 288 Central Ave, Dover**
Meeting Date: **Tuesday, May 7, 2019**
Meeting Time: **5:30 PM**

Members Present: Bryant Hardwick (Chair), Shayna Sylvia, Deb Clough, Jacqueline Finnerty, and Patrick Manning.

Staff Present: City Planner Donna Benton, Assistant City Engineer Gretchen Young, and Officer Michelle Murch

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

1. Introductions
2. Approval of April 2, 2019 Minutes
 - Motion to approve made by S.Sylvia and seconded by J.Finnerty. Vote U/A.
3. Update on TAP Extension Phase III Preliminary Design
 - D.Benton explained that NHDOT approved the appraisals and waiver for the easements and staff is now negotiating with the property owners and finalizing the easement documents to record as soon as possible. Then NHDOT will need to review the ROW package before the City can go out to bid for construction.
4. Update on TAP Extension Phase IV
 - D.Benton explained that the City Council approved the extra match funding through Recreation Impact fee funds so staff will work with NHDOT to review the consultant selection and ask Council to award the bid to the preferred consultant.
5. Spring Trail Clean-up/Projects Planning
 - The group discussed "Trail Trash Takedown" scheduled for June 1st from 10-noon. The trail will be split up into 5 or more sections depending on the amount of volunteers who register online. S.Sylvia created flyers, an online registration form, and a rough action plan. Those who register online will be assigned a section and meeting point.
 - Team captains will meet at the Rotary Trailhead at 9:30 to get materials, share contact information, and then go off to their separate meeting points.
 - At least two team captain volunteers are still needed so the Open Lands Committee will be asked.
 - Volunteers who do not register online can go to the Transportation Rotary Trailhead where D.Benton will be coordinating.
 - Volunteers are encouraged to bring their own gloves, trash pickers, and clippers, rakes, etc. but D.Benton does have a few to loan out.
 - Volunteers and team captains should only clean what they are comfortable picking up. If needed, the team captains will take note of items and their location that need further attention and will let D.Benton know so that the Police or Community Services can help if needed.
 - The Gardening and Beautification Club will also be working in the Folsom Street area.
 - S.Sylvia, J.Finnerty, and D.Benton will help promote the event through their different channels.
 - The Committee discussed stenciling, the staggered fence area, and the need to stay within the general easement area.



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6. Update on Promotion/Adopt-A-Trail Section/Goals
 - J.Finnerty went over her research for potential plants to recommend in shady and sunny areas when adopters ask.
 - D.Benton updated the Committee on the adopt-a-trail section program. Only one section is completely open for adoption and two others have interested parties that just have not filled out the paperwork yet. Signs will be made and installed by Community Services.
7. Other Business
 - Officer Murch provided an update including the safety issues of some trees that needed to be addressed by a professional.
 - D.Benton announced Woodman Park is having a bike to school day May 8th
 - D.Benton announced that she and possibly B.Hardwick will speak to Liberty Mutual employees during their Bike/Walk to Work Day on May 28th
 - D.Benton asked for volunteers to staff the Bike/Walk to Work booth on May 17th from 7am to 9am. J.Finnerty and S.Sylvia volunteered. Adelle's will be providing coffee and a local merchant may be providing food. Set up and break down will be done by SRPC and Adelle's. The booth will be on the City Hall front steps/yard.
 - D.Benton explained that the previous go-pro video taken is too shaky to use. D.Benton will ask Media Services if they can take the drone down the trail as suggested by the CTAC.
 - J.Finnerty is interested in starting a new community garden. B. Hardwick explained that would be outside the CTAC's jurisdiction (although the CTAC would support one near the trail) and D.Benton would get more information to J.Finnerty separately.
 - The Mounted Unit would like more Community Trail bookmark/maps emailed to them to create.
8. Next meeting: Tuesday June 4, 2019 at 5:30pm in the First Floor Conference Room of City Hall.
Trail Trash Takedown is June 1st, 2019 10-noon.
9. The meeting adjourned at 6:28 pm on a motion made by P.Manning and seconded by M.Murch. Vote: U/A.