 CITY OF DOVER	RECREATION MASTER PLAN STEERING COMMITTEE MINUTES Meeting Type: Regular Meeting Meeting Location: First Floor Conference Room, City Hall, Dover NH Meeting Date: September 25, 2019 Meeting Time: 5:30pm
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Members Present: Gina Cruikshank, Tim Paiva, Pat Campbell, Linnea Nemeth, John O'Connor, Bob Carrier

Members Absent: Jane Hamor

Staff Present: Donna Benton, City Planner, Gary Bannon, Recreation Director

Others: Kyle Pimental and Shayna Sylvia, Strafford Regional Planning Commission

1. Introduction of Members and Consultant

The meeting was called to order at 5:30 p.m.

2. Discussion of Organizational Issues (Project Timeframe, Meeting Procedures, Meeting Dates & Times, Public Participation, etc.)

D.Benton briefly went over the project timeline and key dates of: October 4th Artwalk, October 5th Apple Harvest Day, October 26th Trick-or-Treat, November 1st Artwalk, January 14th Land Use Meet and Greet, and tentative March adoption. She went over the expectations of the steering committee and the committee selected the third Wednesday at 5:30 to meet monthly for the time being. K. Pimental added some information on Plaid Friday and Small Business Saturday. The idea of having a presence at the Festival of Trees was discussed.

3. Discussion on the Role of the Recreation Chapter and the Responsibilities of the Steering Committee Members

This item will be discussed at a future meeting.

4. Discussion of 2009 Version of the Recreation Chapter

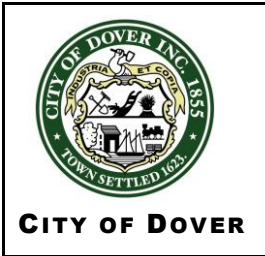
The consultant briefly mentioned that the 2009 Recreation Chapter nicely outlined the different parks and recreation amenities. But that the new Chapter would have more action steps and goals, and discuss programming and arts more than the 2009 version.

5. Discussion of October 4 Art Walk

The consultants passed around the public outreach matrix for discussion as well as sample cards to advertise the survey links. L.Nemeth asked that Arts be added to the promotional materials in addition to recreation. The two surveys were also briefly discussed. D.Benton emailed out links to review the surveys and any comments need to be sent to D.Benton by October 2nd. L.Nemeth will reach out to the Art Walk folks about sharing a booth with the Arts Commission.

6. Discussion of Apple Harvest Day booth

The consultants reviewed the four posters that could be used at the Art Walks and Apple Harvest Day and will be looking into options that take up less space. Revisions were made to the posters and SRPC will email D.Benton revised versions to send out to the Committee. A sign-up sheet went around for volunteers to sign up for a time slot to help staff the different public outreach events.



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The Committee briefly also discussed the Dover Main Street trick-or-treat event and the desire to create a parklet to draw attention from the parents and children downtown that morning.

A press release will be sent out to help advertise these opportunities for the public to provide their feedback.

Meetings were scheduled for 5:30pm on October 16, November 20, and December 18th which will be held in Room 305 of the McConnell Center.

7. Adjournment

Motion by G.Cruikshank to adjourn. Seconded by J.O'Connor. Motion passed unanimously. The meeting adjourned at 6:33 p.m.