



CITY OF DOVER

DOVER CONSERVATION COMMISSION – FOREST MANAGEMENT SUBCOMMITTEE - MINUTES

Meeting Type: Regular Meeting
Meeting Location: **1st Floor Conference Room** - 288 Central Avenue, Dover, NH
Meeting Date: Tuesday, September 3, 2019
Meeting Time: 5:30 pm

MEMBERS PRESENT: Steve Fellows, Rick Schnable, Anna Boudreau, Robert Atwood

STAFF PRESENT: Steve Bird (City Planner)

OTHERS PRESENT: None

1. CALL TO ORDER

The meeting was convened at 5:33 PM

2. APPROVAL OF PRIOR MEETING MINUTES

Boudreau motioned to approve the 6/3/19 minutes, Schnable seconded. Vote: 4 in favor

3. DISCUSS RFP FOR HIRING FORESTER FOR FOREST MANAGEMENT PLANS

Committee discussed the RFP process and content of the RFP. Bird revised the RFP based on comments received last meeting and on conversations with the City Purchasing Agent to put the RFP in the proper format. Discussed low bid versus qualifications, and interview process. Committee wanted the due date to be closer to 60 days from issuance. Discussed revisions to the selection criteria determine qualified firms and rank them prior to reviewing costs. Will need to get approval from Conservation Commission.

Boudreau motioned to approve the RFP as revised and present it to the Conservation Commission, Schnable seconded. Vote: 4 in favor

The revised RFP will be sent out to Conservation Commission in advance of their meeting. Discussed the need to develop a list of foresters to send the RFP to.

4. DISCUSS PROPOSED URBAN TREE PROJECTS

Schnable developed a list of ideas to discuss with John Storer related to street trees. Discussed prioritizing the list and setting timelines for each task. The third item on the list should be the first priority. Bird indicated that much of this will be accomplished by the grant in the next agenda item. Schnable will convert the document into a statement of objectives with priorities and timelines. Discussed the cemetery nursery idea and Bird will check the master plan recently prepared. Bird will check with Storer and Sharon Sirois of Facilities & Grounds about the offer for free trees from Dupere of Urban Forestry Center.

5. DISCUSS COASTAL RESILIENCE MUNICIPAL PLANNING GRANT

Bird discussed the grant submitted to DES Coastal Program that includes a task to conduct an urban street tree inventory and plan. This committee will act as the local sounding board for the project. The grant was awarded, but won't begin for a few months. Bird will be attending a scoping meeting with DES later this month.

6. SET DATE FOR NEXT MEETING

Committee set Monday, October 7 at 5:30 pm as the next meeting.

7. ADJOURNMENT

Fellows declared the meeting adjourned at 6:51 pm.