



TOWN OF STRATHAM

Incorporated 1716

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To: Stratham Select Board

From: Seth Hickey, Parks and Recreation Director

Date: January 29, 2021

Re: Charge for Proposed Ad-Hoc Committee following SHP Trail Assessment & Report

The recent Trail Assessment and Inventory Report for Stratham Hill Park provides recommendations and highlights key areas to address at the trail system at Stratham Hill Park system. Some areas and recommendations identified have policy implications that require further discussion with the community and process I am recommending the Board consider forming an ad-hoc Committee to work with Town of Stratham Parks & Recreation staff to advise the Board going forward on how best to address the issues raised and recommendations made in the Report. Prior to forming a Committee, I hope to work with you and the Town Administrator in the development of a charge to define the role of the Committee, needed assistance and timeline. To begin the discussion, I have attached a draft charge.

Ultimately, I envision this Committee would be responsible with making recommendations to the Select Board on how to best proceed with implementing the recommendations and address issues outlined in the report. The Committee would also serve as a sounding board and a forum for park users and residents. Harnessing community energy, passion and input will be a valuable component of the Committee's process and a great opportunity to advance the charge. For example, I would suggest the Committee (and the Community) gain grounding together in not only the Trail Assessment Inventory Report but the existing conditions and policies/ordinances in place at the Park early in the process. In addition, I envision several listening sessions would be part of the Committee's work plan, including early in the process, to give an opportunity for residents to provide input and ideas as well as express concerns and fears.

I have drafted a charge for the proposed ad -hoc committee. That charge is an addendum to this memo. I welcome your feedback and input regarding the charge. Please feel free to contact me directly with any questions or concerns you may have.

Charge for Town of Stratham **Stratham Hill Park Trail Management Ad-Hoc Committee 2021**

Overall Goal:

The purpose of this Advisory Committee is to review the recommendations and areas of concern raised in the Trail Assessment & Inventory Report written by Snowhawk, LLC in 2020 for the trails within the Stratham Hill Trail network. This Committee will make policy recommendations, develop strategies for necessary improvements outlined in the report, and submit recommendations to the Select Board. The Committee will also serve as a public forum for obtaining input about the Stratham Hill Park Trail System, including the Report and other input relevant to the Committee's charge.

Charge:

1. Make general recommendations for following-up on the Report, its recommendations and issues raised with in it.
2. The report suggests a few trails be permanently be closed within the trail system. The Committee will review these recommendations and report to the Select Board their findings.
3. Several sections of Trail are in need of improvement. The Committee will develop a plan on how to best address these section and report their plan to the Conservation Commission and the Park Association.
4. The report makes recommendations on policies regarding the usage of the trails within the system. Some recommendations address new topics (e-bikes), while others revisit emerging concerns (off leash dogs and leaf blowing of trails). The Committee should make recommendations concerning any changes to relevant policies or ordinances.

Structure & Timeline:

The SHP Trail Management Committee will be an ad hoc committee. It will consist of 7 members appointed by the Select Board. The Board will appoint a chairperson, who will be responsible for conducting the meetings ensuring compliance with the New Hampshire public meetings laws including meeting postings and record keeping requirements as well as adhering to the Committee's charge and timelines. One committee member will serve as secretary. The Parks and Recreation Director will be the staff liaison to the committee.

The Ad-Hoc Committee shall provide an interim report to the Select Board three (3) months following date of appointment; and recommend a timeline for the remaining work of the Committee to be completed.

Membership:

Membership on the committee will be open to Stratham residents. The Select Board will appoint one member each from the Conservation Commission, Park Association, and the Stratham Pedestrian & Cyclist Advisory Committee. Remaining seats to be filled by residents interested in participating in the process and committed to attending the meetings. The staff liaison shall be a non-voting member. Applications will be accepted through the Town Administrator's office.

Monthly Meetings:

A regular monthly meeting will be held on the third Wednesday of each month at 6 p.m. at the Stratham Municipal Center. Other meetings and workshops can be scheduled as necessary.