

TOWN OF HOOKSETT, NH
CONSERVATION COMMISSION MEETING MINUTES
OFFICIAL
July 11, 2016

Steve Couture called the meeting to order at 4:00 p.m.

Conservation Commission Attendance: Steve Couture-Chair, Cindy Robertson-Vice-Chair, Phil Fitandides - Member, Deborah Miville-Member, JoCarol Woodburn-Member, David Hess-Alternate

Staff: James Donison

Public Input: N/A

Meeting Minutes: Cindy motioned to approve the meeting minutes for June 13, 2016, seconded by JoCarol Motion passed unanimously

Appointments

- i. **Brian J. Hotz, Society for the Protection of NH Forests, Manchester Water Works - Tower Hill Pond Project**

SPNHF has been working with other conservation groups like Bear Paw, Land Trust, and South East Land Trust on a proposed project with Manchester Water Works that would include conserving 8,000 acres of land over a period of time. They would like to start conserving 1,800 acres of land near Tower Hill Pond. SPNHF would be the holder of the Easement. Currently the land is mainly for recreational use, like fishing, snowmobiling, biking, hiking, etc. They have applied for an LCHIP grant and are looking for support from the Conservation Commission in order to apply for a DES ARM (Aquatic Mitigation Program) grant. The goal is to ensure the land doesn't become non-water supply land in the future. The Commission will provide a letter of support. The project will be done in steps for up to 20 years, but not necessarily just from SPNHF.

Cindy motioned for approval to provide a letter of support before August 31, 2016, in regards to the DES ARM grant, seconded by Deb

- ii. **VinMar Enterprises, LLC, 242 West River Road, Map 24, Lot 1 (#16-10 ZBA)**

Steve motioned for approval of ZBA application, seconded by Cindy

a. Merrimack Riverfront Trails

- i. Groundbreaking Ceremony will be set up for Wednesday, September 28, 2016 from 4:00pm – 5:00pm. Staff needs to finalize a list for Jo Carol of invitees for media and Town and State Officials. JoCarol will be in charge of the Announcement and Press release. Staff will be in charge of sending email invitations for a “save the date and time.”
- ii. A sub-committee was formed to come up with an official name for the trail, which included JoCarol, David and Todd. The name they chose for the main trail is Hooksett

Riverwalk Trail, and the name chosen for the trail that loops around is Brick Kiln Historical Trail. Having a historical name for the trail might open up some funding opportunities in the future because it is a historical name.

Steve motioned approval of trail names, seconded by Cindy

- iii. Authorization approved for expenditure to purchase 8, 10 foot channel posts totaling \$168.00 from the Department of Corrections, which will be used to install the “No Trespassing” signs.

Cindy motioned to approve payment of \$168.00 to be paid from the Conservation Commission Fund, seconded by Phil

- iv. Update from Dan Tatem. There were several rocks that were excavated from the property and since they were under a yard, there were no additional costs. The cost to place them alongside the trail will be \$1,250 to \$2,500. For now they will be put aside and at some point in the future, placed alongside the trail. They are now on site working on the bridge. Abutments should be in by next week. The bridge should be completed by the end of July. ConsCom members will be in attendance for this, and Town officials will also be invited to attend, along with the press. The boardwalk will begin within the next 2 weeks. The left over balance is \$37,279.10, which doesn't include the costs for the rocks. With these left over funds, they will be able to create approximately 850 – 1,000 extra linear feet of trail, which will include a culvert. With this additional trail, there will be an extension to the SWPPP permit for more monitoring. There will be one additional wetlands crossing, which will entail having to lay down some wood mats to cross over, and an additional silt fence. Dan will look into the possibility of making the wood mat permanent. The bridge has a 10 year warranty, and the boardwalk has a 1 year warranty, but there are RSA's that would cover it for a longer period of time.

Cindy motioned to authorize a change order as described in the amount of \$37,269.10 for the extra portion of trail, seconded by Dave

- v. Authorization approved for expenditure for Invoice #1071302 from Stantec for period ending June 24, 2016 in the amount of \$3,269.20.

Cindy motioned to approve payment of \$3,269.20 to be paid from the Conservation Commission Fund, seconded by Phil

- vi. Authorization approved for expenditure of \$676.20 from Home Depot by Oliver Mack, Jr., Eagle Scout.

Cindy motioned to approve payment of \$626.20 to be paid from the Conservation Commission fund, seconded by Jo Carol

- vii. Update on the construction of the kiosk by Oliver Mack, Jr. Kiosk has been completed except for the plaque that will bear the name of the trail, Hooksett Riverwalk Trail. Installation will be mid-late August. The town will prepare the holes for 6 sonar tubes running parallel with the trail. The holes will be dug when the fence for the Rowing Club is moved. Oliver ended up getting a donation for \$250 from Home Depot and \$50 from Aubuchon Hardware, and with a car wash fundraiser he was able to provide food for his volunteers. Total volunteer hours came to 160 hours.

b. Clay Pond

- i. 2017 RTP Grant Application: Dan did not have the time to put it together, but will apply next year

Steve motioned that this should be brought forth and presented to Town Council, seconded by Cindy

c. Town Council

- i. Pritchard Farms – Jim will speak to him at the meeting on July 13, 2016.

- d. **Phil – Mosquito Control** – Phil will inform staff when there is a good time to meet in order to set up a meeting with the Fire Chief and Health Officer. Cindy brought up the fact that if there are additional dragonflies in the area, will that now attract other wildlife. Phil will look into it.
- e. Town of Hooksett – Budget 2017-2018 – Current budget is \$1,250 and the proposed budget is \$1,277. Last year there was a CIP for \$10,000 as a trail item that was submitted by the Town Administrator. Staff will check with him to see if he is putting that in for next year.
- f. Town of Hooksett – Agricultural Land Lease with Pritchard Farms. Jay Pritchard manages the corn fields under an existing permit with the Town and will also hay the fields free of charge. The lease is strictly just for documentation purposes. Staff should request a copy of their Certificate of Insurance if one is not already on file.
- g. Old Home Day – Deb to check and see if there will be room with Kathy Northrup to set up with her. Jo Carol will create a poster board of the trails. If Deb can't share space with Kathy, P&R has a tent available for use. The helicopter company will fly Phil for free in order to videotape the trail. Jo Carol offered to compile a stat sheet that includes all of the work that was done on the trail that could be used as a handout, with the assistance of Steve. Staff to find out if the town credit card can be used to purchase copies from Staples.

Steve motioned to adjourn meeting, seconded by Cindy

Meeting adjourned at 6:01 p.m.

Minutes respectively submitted by:

Jessica A. Call, Administrative Assistant/Staff Support