

TOWN OF HOOKSETT, NH
CONSERVATION COMMISSION MEETING MINUTES
OFFICIAL
August 8, 2016

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

Conservation Commission Attendance: Steve Couture-Chair, Cindy Robertson-Vice-Chair, Phil Fitanides - Member, JoCarol Woodburn-Member, Todd Lizotte-Alternate (4:10 p.m.)

Staff: James Donison

Public Input: N/A

Meeting Minutes: June 13, 2016

Cindy motioned to accept the meeting minutes for June 13, 2016 as amended, seconded by Phil. All in favor.

Appointments

- i. **Dan Tatem, Stantec** Update on Merrimack Riverfront Trail. Today the abutments were set for the bridge. The bridge is arriving on Wednesday, will email the Commission with a time for installation. Stantec will set up an area to where members can stand for the presentation. The additional trail ideally will go up to the resting area, which is 825 linear feet. The change order was signed for 750 feet, due to anticipating some issues with the loam, but there weren't any. The bridge and boardwalk will be complete before the next meeting. Dan requested a contingency for a change order for \$5,000.00. The previous change order included the 750 more feet of trail and a culvert to replace the dilapidated concrete culvert. By Stantec doing approximately 12 hours of research and in turn requesting an amendment for a 50 sf wetland impact to the wetland permit from DES, it saved the project \$14,000.00, which is how much installing an additional boardwalk would cost. There will be funds to pay Stantec for amending the wetland permit. Dan will put a copy of the permit on the website. If the project can finish up quicker than intended, the mats that are used to allow the construction vehicles to drive through the trail without damaging the wetlands, won't have to be rented for another month. This is a savings of \$4,200.00. There could be a possibility of extending the trail even further beyond the rest area, with the intention of utilizing all of the available funds.

David Ross motioned to authorize Steve Couture, the Chair, to enter into change order agreements not to exceed \$5,000.00. Seconded by Cindy. Todd recused himself. Funds to come out of the Conservation Commission Fund

- ii. Split-rail fence has not been moved yet and he will get a date on that. He will get a date on the bridge installation and inform Oliver. When contractor submits his pay recs, Stantec approves it and then the commission approves it. Dan doesn't have the current pay rec. Would the commission approve the pay rec tonight without actually seeing the pay rec. It was the consensus that it is the right of the Commission to review invoices before they are approved.

There should be a special meeting scheduled to approve it. Dave will bring it up with council to see if there could be some precedent made to delegate the decision process of approving invoices to a certain individual.

Dan was asked to produce a map to be included with our flyer, which will be sent out for the Groundbreaking Ceremony. He will provide a PDF with the schematics including the official trail names of "Phase I."

iii. **Supreme Industries, 47 Hackett Hill Road, Map 17, Lot 7 (#16-12 ZBA)**

TF Moran needs to obtain more precise delineation of the prime wetland. Steve approved ZBA application #16-12 to be reasonable.

a. Merrimack Riverfront Trails

i. September 28, 2016, Groundbreaking Ribbon Cutting Ceremony 4:00-5:30 p.m.: Send contact information to Steve for review. Send out flyer to the list of contacts, Concord Monitor, Union Leader, and Hooksett Banner. This is the "To-Do" list:

Dave R.: Inform Dean and Town Council of the event

Jo Carol: Get flyers copied; prepare a press release

Todd: Portable podium

Cindy: Green ribbon and large pair of scissors

Jessica: Send out flyers and also post on the website and send to library; acquire signs for parking and ask DPW for assistance in setting them up (from dog park to trailhead); ask Recycling & Transfer for a recycling barrel (or two); obtain petty cash for Jo Carol to get copies of the flyer

Steve: Coordinate parking with the Rowing Club; will invite the Speakers; Speaker

Dave H.: Speaker

Jim Sullivan - Town Council Chair: Speaker

Dan – Stantec: Speaker on the trail

Kathy – Heritage Commission: Speaker on the trail

Maggie Hassan – Governor: Speaker (possibly)

ii. Approval for expenditure of up to \$2,500.00 for a historic marker to place on the trail.

Cindy motioned to approve an expenditure of up to \$2,500.00 for a historic marker, seconded by Jo Carol. All in favor.

b. Phil – Mosquito Control - Phil needs to work with the Fire Chief and the Health Officer with the concepts of this plan. This could possibly be a great Eagle Scout project.

Dave motioned to advise the Town Council that the Conservation Commission has discussed this idea and has no concerns regarding Conservation and water quality.

c. Clay Pond - Dan Kern – Bear Paw Regional Greenways

i. Heroux - Drafted easement and is in process. There are some regulations between DES and DOT about the agreement that funds the program, which needs to get resolved before the project can be complete. Within the next week or so go to LCHIP and then bring back to commission with final draft.

- ii. Property at Pike and Summit - All set to proceed there and get prices for survey work that was needed. So far only a budget was provided by email, an official presentation hasn't happened yet. Merrimack Conservation Partnership Grant is coming up and is in a Tier 1 area and is technically a donation from Hooksett. He would like to put in an application and that would cover up to ¾ of the transaction costs. Conservation Commission might have to apply for it, and can be eligible for up to \$20,000 with a 25% cash match. 25% of the project costs will be picked up by the town and 75% comes from the grant. Will provide a draft application this week.

Dave motioned to authorize Steve to submit an application on behalf of the Conservation Commission for up to \$20,000.00 for survey type work for the Town of Hooksett Properties abutting Summit View accept being the responsible party to apply for the Merrimack Conservation Partnership Grant. Seconded by Cindy. All in favor.

- iii. Recreation Trail Program – Application process starts this fall. Possibly set up a time at another meeting to go over things that everyone would like to see. If the application process is started early we could possibly get a larger grant. Grants are pretty substantial even with a \$17,000 parking lot we should have enough to do what we want. Would like to erect a kiosk in the parking lot on Chester Turnpike with a map including all of Bear Brook State Park and all other trails that have been conserved. Push the schedule to the October agenda. Also, include Clay Pond trails that have been proposed. Bear paw is putting together a forest management plan for the properties that are between Hooksett and Allenstown. He will bring in draft for review.
- iv. Old Home Day – He would like to attend and also set up at our spot. Will bring maps and other propaganda for the sites.
- v. Also, would we like to co-host a field trip to clay pond or somewhere else. The easiest site walk would be the Pinnacle. A Fall hike is planned to coincide with the Heritage Commission because the view is of a historic area on October 29th from 9:00 – 10:30 a.m. We would also like to formally dedicate the plaque.
- vi. We received a membership renewal for Bear Paw for \$300.00, Dan will check on whether it has been paid.

Cindy motioned to adjourn meeting, seconded by Steve

Meeting adjourned at 5:59 p.m.

Minutes respectively submitted by:

Jessica A. Call, Administrative Assistant/Staff Support