

## Draft Minutes

### Conservation Commission

8/8/17

#### Call to Order

##### 1. Introduction of Members Present

Present are David O'Hearn, Andrew Koff, Bill Campbell, Dave Short, Kristen Murphy, Virginia Raub, and Alison Eberhardt. The meeting was called to order at 7:02 by Bill Campbell.

##### 2. Public Comment

There were no public comments.

#### Action Items

1. Minimum Impact Expedited Permit Request for Exeter River Mobile Home Park Cooperative to fill 1,637 SF of wetlands resulting from excavation activity for a grandfathered gravel pit. Tax Map 95/Lot 64 (Paige Libby, Jones and Beach).

This was not covered during this meeting.

##### 2. Committee Reports

###### a. Property Management

###### i. Raynes Barn Assessment, 2018 CIP and Budget Planning

Ms. Murphy passed out copies of the town budget, and described the differences between this year and last year on the report. This year, building maintenance was moved to Kevin Smart's budget because it is a town building. And, the electricity for the Raynes barn was moved outside of the conservation commission's budget. Mr. Campbell proposed a line item in the regular budget for the maintenance of the Raynes barn for minor repairs, as well as that electricity should be moved to the electricity for other buildings category in the town budget. The board discussed what the amount for maintenance should be, and they had asked for it to be 1,000 dollars instead of 500 dollars.

Ms. Murphy pointed out that the item contract services was in place last year to cover invasive plant treatment, and has since been tabled. She was not sure about the additional contracts. She also pointed out that the intern budget has been kept the same, and that they are  $\frac{3}{4}$  of the way spent through the recording secretary's budget. This is because the length of the meetings are hard to predict.

Mr. Campbell asked about the prices of the camp registration for Camp Barry. Mr. O'Hearn said the price was 400 dollars. It was asked if the commission should add a separate line item for that and reduce community services. Mr. O'Hearn said he would like to approach organizations in town and ask for donations. Mr. Koff asked if money could be added to the budget, but Ms. Murphy said it needed to be level. Mr. Campbell pointed out that the commission was about 760 dollars under, and that the budget review committee likely would not want to raise it.

Mr. Short asked about the Raynes field mowing. The commission discussed potentially not mowing for a year or mowing halfway to cut the cost of that down. They may want to invest more money for Raynes landscaping next year. Ms. Raub asked if the final budget would be 9,558 dollars instead of what the commission was given this year. Ms. Murphy said that they are submitting a level funded budget, plus an additional 500 dollars for maintenance at the Raynes barn.

**MOTION:** Ms. Raub moved to approve the preliminary budget as presented. Mr. O’Hearn seconded the motion. The motion passed unanimously.

The commission then moved onto the 2018 CIP. They are hoping for an LCHIP grant, and want to put in a warrant article to match that from the town. They will apply for this in 2019. Ballpark numbers from engineering reports and other estimates come in at around 185,000 dollars, where an earlier estimate was between 170,000-200,000 dollars. Mr. Campbell asked if the commission would like the propose a warrant article instead of doing things one at a time. Ms. Eberhardt asked what the cap of the LCHIP funds were. Ms. Murphy said last time they received 205,000 dollars, and there is a 1:1 match requirement. The board discussed that it would go on the warrant in 2019, and would be on the CIP in 2018 because it would be too quick to get an LCHIP grant this year.

Mr. Koff asked if there was a downside to the warrant article. Ms. Eberhardt said she would like to launch an outreach campaign so that people understand the value of the Raynes property. Mr. Short proposed getting hard numbers so that they would have more support. Ms. Murphy said that by next year they should have the validated numbers. It was discussed that they would have to pay for some number estimating, and that for this year a sum could be used.

Mr. O’Hearn said that it would have to go to bid, Mr. Short pointed out that they would have to provide bid documents. Mr. Short also wanted to qualify some firms and accept proposals from them by getting recommendations from other towns and farmers of companies. Mr. Campbell said that Emmanuel Engineering provided an estimate for engineering support in the amount of 6,000 dollars, and an allowance of 4,000 was recommended. He agreed it would have to go to bid if they were awarded money, and said that in the meantime they could get firmer numbers but for now could go with 180,000-190,000 dollars.

#### ii. Elliott Property Management Plan

The board was presented with a report from Megan Henderson on the Elliot property. Ms. Murphy said that she had a contract through NRCS to fund her efforts, and that Ms. Henderson developed a timber management plan about timber stands and identified potential harvest operations. She submitted a proposal for a cost estimate on timber stand improvements, which was 16,385 dollars. There was a map showing two different stands, with 19 acres in one and 10 acres in the other. The commission this year cannot do any management financially. It is an option to do this in the future, but is not required.

Ms. Raub asked if it should be on the list of invasive areas to treat. Ms. Murphy replied that they had been doing so with spot treatments. Mr. Campbell said that in the report, the value of the wood is provided and asked if that is what they could get from logging. He said if they spent 18,000 they would need to recover costs. Mr. O’Hearn said it would just be before labor costs and is just what the wood is worth. If they went with the proposal, it would be 14,500 dollars for the 29 acres. Mr. Campbell agreed

that it wouldn't cover the costs, and said that it was a great report that at least identified the trees there.

### iii. Update from Ad-hoc Invasive Plant Committee

Mr. Campbell said that during the last meeting they had appointed an ad-hoc committee dedicated to controlling invasive species. Mr. Carlos Guindon is the chair of the committee, but has been out of town recently. The committee is currently spraying for invasive species at the Elliot property.

### iv. Update on Scout Kiosk Projects

The consensus of the members of the commission was that the scout kiosk projects look good. Mr. Koff said that there are 2 different kiosks with distinctive styles, and that the signs and maps turned out well with easy to read text. Mr. Campbell commented on the poison ivy near the signs, to which Ms. Raub replied that they had been cutting it away. The commission talked about a possible sign about overnight, and that the goal was to clean up the area. Ms. Raub said that they were looking for someone with a chainsaw to make slices on the logs on the paths.

### b. Trails

This was not covered during this meeting.

### c. Outreach

#### i. 2017 Raynes Farm Pumpkin Toss Planning

The commission discussed the planning of the 107 Raynes Farm Pumpkin Toss. Mr. Campbell said that they need to be careful about the farm's usage, because there is a land use policy about Exeter land use, a project agreement with John Raynes and the town, and an LCHIP from 2002. He brought up that it would be a good idea to have a separate committee commit to the pumpkin toss.

Ms. Raub had prepared a list of additional costs including a police detail, vans for shuttle transportation, pumpkins, and porta-pottys. She asked how the commission wanted to fund this event. Mr. Campbell said that in December's vote, they had decided to do the pumpkin toss and need to see if an event like it is permitted to be done. He echoed Ms. Raub's concerns over funding sources. Ms. Raub brought up charging vendor fees and soliciting sponsors, as well as a suggested entrance donation.

Mr. O'Hearn brought up that last year, 350 dollars was raised. He said the event could show the historical side of the property. This year, he said, we need a way to get the elderly and handicapped up to the barn. He listed off various costs from handicapped parking to porta-pottys, and asked the commission what their plan was to fundraise. Entrance donations were suggested, but a problem with making vendors pay entrance fees is that there may be no incentive for profit. It was brought up that maybe the commission should charge for parking. Another cost not mentioned is the costs of t shirt printing, but Ms. Raub said those had already been purchased. Mr. O'Hearn volunteered to head the parking committee and to collect donations to recoup the costs of the barn restoration.

Mr. Campbell agreed with this, and said that there needs to be a separate committee for the pumpkin toss. He said that some people feel like this event is not what is considered "allowed", and that social events are not permitted if they are not beneficial to the farm and barn. Is the pumpkin toss one of these events? Mr. O'Hearn and Ms. Raub said it fits under the historical and agricultural nature of the

barn, and Mr. Short pointed out that it would benefit the barn. Ms. Eberhardt said that is true as long as goals are clearly defined to raise awareness of the property and to support it. Mr. O’Hearn volunteered to help Ms. Raub run a committee. It was suggested that perhaps the people who helped last year could this year. Mr. Koff said he would like to keep the event as simple as possible to stick with its agricultural theme.

Ms. Raub said that Peter Smith of the historical society made a list of suggestions for this year’s event they could check out, maybe the historical society could help. Mr. Koff also suggested getting the arts committee and other committees involved. Ms. Kathy Norton spoke and said that she would not be able to put as much time into it as she did last year, but was happy with the event. It was decided that for further ideas, Mr. O’Hearn and Ms. Raub should be contacted.

3. Approval of Minutes: May 9th, June 6th Site Walk, June 13th Site Walk, June 13th, July 11<sup>th</sup>

a. May 9<sup>th</sup>

- On page 1, Mr. Koff’s name is spelled wrong.
- On page 4, in the 2<sup>nd</sup> paragraph, it should say that the “technical review has not happened yet”.
- Ms. Raub had a few other corrections of names in the document.
- Mr. Campbell said that page 7, “responsibility of managing the spring” should be added where it says “Mr. Campbell would be hesitant.
- Ms. Murphy corrected “Mr. McDonnell” instead of “Mr. McDonald”
- Ms. Raub said that were it says, “Mr. Campbell says Mr. Kelly was here recently”, add the words “future” to “projects” and some additional spelling errors.
- Ms. Raub, on page 10, wanted to change it to “erosion issues at timber landing site”. Next paragraph, get rid of “active vernal pool would be well-protected”.

**MOTION:** Mr. Koff motioned to approve the minutes as corrected, Mr. O’Hearn seconded. All voted aye except for Ms. Eberhardt, who abstained.

b. June 6<sup>th</sup> site walk

**MOTION:** There was a motion to approve the minutes, all voted aye but Ms. Raub, who abstained.

c. June 13<sup>th</sup> site walk

**MOTION:** There was a motion to approve the minutes, all voted aye except Mr. Campbell and Ms. Raub, who abstained.

d. June 13<sup>th</sup> meeting

- On page 2, correct the spelling of Kimmin’s Brook
- On page 2, change to administrator order instead of administrative consent order
- On page 2, explain that the RPC did a C-RISE project
- On page 5, should be American trailrunner’s association instead of the trailriding championship
- There were a few more spelling errors to correct

- On page 6, 3<sup>rd</sup> paragraph, say “Mr. Donahue discussed moving the impacts out of the buffers through the proposal of stone retaining walls.”
- At the bottom of page 1, say “Ms. Murphy can comment on those and at the technical review committee”
- On page 8, 5<sup>th</sup> paragraph, RPC should be RCCD

**MOTION:** Mr. O’Hearn moved to approve the minutes as corrected, Ms. Raub seconded the motion, all voted aye unanimously.

e. July 11<sup>th</sup> meeting

**MOTION:** Mr. O’Hearn moved to approve the minutes as amended, Ms. Eberhardt seconded, the motion passed unanimously.

The commission discussed how they wanted the minutes to be for next time. The general consensus was that they could be synthesized more and condensed down the main points. The minutes are used by the commission and by the town offices as well as the public. They should not be verbatim, and should cover the main points and anything needing follow-up.

#### 4. Other Business

There was nothing else to report.

#### 5. Next Meeting: Date Scheduled (9/12/17), Submission Deadline (9/1/17)

The meeting was adjourned at 8:45pm. The motion to adjourn was made by Ms. Eberhardt and seconded by Ms. Raub. All voted aye unanimously.

Respectfully submitted by recording secretary Samantha Cave.