



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

PUBLIC NOTICE EXETER CONSERVATION COMMISSION

Monthly Meeting

The Exeter Conservation Commission will meet in the Nowak Room, Exeter Town Offices
at 10 Front Street, Exeter on **Tuesday, January 8th, 2019 at 7:00 P.M.**

Call to Order:

1. Introduction of Members Present
2. Public Comment

Action Items

1. Master Plan Overview, *Aaron Brown*
2. DES Wetlands Rule Update
3. Committee Reports
 - a. Property Management
 - i. Raynes Farm Use Agreement
 - b. Trails
 - i. Trail Sign Estimates
 - c. Outreach Events
 - i. Cottontail Pellet Collection Training Workshop Jan 26, 8-1, Nowak Rm
4. Treasurers Report, *Drew Koff*
5. Approval of Minutes: December 11th Meeting
6. Correspondence
7. Other Business
8. Next Meeting: Date Scheduled (2/12/19), Submission Deadline (2/1/19)

Non-public Session

Non-public session pursuant to RSA 91-A:3, II (d) for the consideration of the acquisition, sale, or lease of real or personal property

Work Session:

2019 Conservation Commission Annual Planning

Bill Campbell, Chair

Exeter Conservation Commission

Posted January 4th, 2019 Exeter Town Office, Exeter Public Library, and Town Departments.

**TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM**

Date: January 4, 2019
To: Conservation Commission Board Members
From: Kristen Murphy, Natural Resource Planner
Subject: Jan 8th Conservation Commission Meeting

1. Master Plan Overview

Aaron Brown, MP Oversight Committee member will be at the meeting to provide an overview of the recently completed master plan. Here are links to the 2018 [Master Plan](#), and [Attachments](#). Be sure to take a look at the Action Agenda on page 48 of the Master Plan for a prioritized list of actions relevant to the Conservation Commission.

2. NHDES Wetland Rules Update

The final date for comments on the NHDES rules is January 18th 2018. The [NHACC has issued a list of concerns](#) with the current draft. Bill and I will be attending the CC relevant forum on Jan 8th from 1-3. We can discuss if you wish to send a comment letter to NHDES on behalf of the Exeter CC.

Suggested motions:

_____ *Move to authorize Bill Campbell to submit comments to the NHDES on Draft Wetland Rules Update on behalf of the Exeter Conservation Commission addressing the following concerns:*

3. Raynes Farm Use Agreement

Alyson and Sally were tasked with editing the draft use agreement and will present their comments/edits. Their revision is attached.

4. Non-Public Session

Materials will be handed out during meeting

5. Work Session

For 2019 planning we hope to develop a list of priorities for the Commission in 2019:

Raynes Farm Management (see email from Don Briselden)

Outreach Events (see emails from David O'Hearn, Ben Anderson, and David Tovey) plus any other ideas

Conservation Fund Planning (Conservation Fund enhancement through Land Use Change Tax, CIP, other?)

Trail Management

Other

This Action Agenda provides a path for the Town of Exeter to meet its goals and objectives. Many actions were directly taken from public events and interviews conducted during the update process. Each action has lead municipal staff that will initiate the action and guide it through implementation. Local boards and commissions that can support staff have also been identified. Partners in the community and around the region are highlighted in the action description.

This Master Plan is a 10-year plan and the Action Agenda is structured within that timeframe. Target completion dates are short term (completed by the end of 2020), mid term (completed between 2021 and end of 2024), and long term (completed by 2025 or further out).

Some actions are dependent on the completion of others. These sequential actions are grouped together in the Action Agenda.

Support

	SUPPORT Action	Town Lead	Town Support	Timeframe
1	<p>Evaluate the needs of seniors today and in the future. Determine if existing programs and services in the community and around the region (public, private, and non-profit) are meeting/will meet those needs. Consider needs around housing, lifelong learning, recreation, social interaction and stimulation, and health and wellness, among other issues.</p> <ul style="list-style-type: none"> • Use public engagement techniques (workshops, surveys, etc.) to understand senior needs and preferences. • Coordinate and survey St. Vincent DePaul and others that provide senior services to Exeter residents. • Based on outcomes, develop recommendations to address unmet needs. 	Human Services Dept, Parks & Rec Dept, Town Manager	Town Planner	Short Term
2	<p>Based on public input, prioritize existing recreational facilities in need of improvements that address safety, access, and general maintenance. Estimate costs and develop a six-year schedule that can be incorporated into the Capital Improvement Program (CIP). Build off of the University of New Hampshire (UNH) Needs Assessment and Planning Report (2014-2015).</p>	Parks & Rec Dept, Town Manager	Selectboard	Short Term
3	<p>Identify new facilities or programming, using the findings of the UNH Needs Assessment and Planning Report (2014-2015) as a starting point. Estimate costs and feasibility of providing these new facilities/activities.</p>	Parks & Rec Dept, Town Manager, Natural Resource Planner	Conservation Commission, Selectboard	Mid Term

	SUPPORT Action	Town Lead	Town Support	Timeframe
4	Prioritize public facilities and spaces (including recreational sites) where ADA improvements are needed or could be improved. Estimate costs and develop a 6-year schedule that can be incorporated into the CIP.	Dept of Public Works, Municipal Departments, Library, Town Planner, Town Manager	Selectboard	Short Term
5	Continue to evaluate water supply alternatives that can supplement the existing public water system. Determine the feasibility of implementing the preferred alternative(s).	Dept of Public Works	Selectboard, Water/ Sewer Advisory Committee	Ongoing/Long Term
6	Evaluate local stormwater management regulatory requirements for private development and determine if requirements of federal mandates are being met. Identify revisions and new policies/standards. Prioritize green infrastructure where feasible.	Dept of Public Works, Town Planner	Selectboard,	Ongoing/Short Term
7	Develop a public awareness campaign to educate residents and businesses about water quality and state and federal mandates that require the Town to improve and monitor it. Include such topics as: what the mandates require the Town to do (new programs, infrastructure projects, etc.), the impact of lower water quality on the quality of life in Exeter, and how residents and businesses can contribute to improving water quality.	Dept of Public Works, Natural Resource Planner	Conservation Commission, River Advisory Committee	Short Term
8	Sponsor and support events that bring residents and businesses together and celebrate the local community.	Town Manager	All Departments	Ongoing
9	Continue to support quality public education opportunities through the endorsement of the SAU16 Joint Board Strategic Plan. Identify specific strategies in the Strategic Plan where other municipal departments can provide support and incorporate these in department work plans.	Town Manager	All Departments	Ongoing
10	Continue to provide “wrap around” support for critical public meetings like on-site child care, refreshments, recordings, and/or printed summaries.	Town Manager	All Departments	Ongoing

Prepare

	PREPARE Action	Town Lead	Town Support	Timeframe
1a	Resolve outstanding issues with public safety department facilities through a comprehensive public safety services evaluation that includes recommendations.	Fire Dept, Police Dept, Town Manager	Selectboard	Short Term
1b	Based on findings of services evaluation, move with top priority recommendations. Identify grants to support final design and construction as well as staffing.	Fire Dept, Police Dept, Town Manager	Selectboard	Mid Term
2a	Based on most recent data available, inventory properties most vulnerable to sea level rise, storm surge, and other natural hazards. Where possible, estimate the time horizon for impacts. Develop outreach methods to education private property owners about the risks and ways they can minimize impacts to their properties.	Town Planner, Natural Resource Planner	Conservation Commission, Planning Board, River Advisory Committee	Short Term
2b	For areas identified most vulnerable to sea level rise, storm surge, and other natural hazards, evaluate town land use policies for these areas and consider alternatives to minimize risk in each area. These might include: <ul style="list-style-type: none"> Acquiring property to minimize the impact of sea level rise, chronic flooding, marsh migration, etc. to public and private property. Limit redevelopment after flood or storm damage. Decisions where to extend (or not extend) infrastructure (roads, water, sewer, etc.) 	Town Planner, Natural Resource Planner	Conservation Commission, Planning Board, River Advisory Committee	Mid Term
2c	Based on findings of the land use policies evaluation, implement new land use policies and regulations to reduce risks from sea level rise, storm surge, and other natural hazards.	Town Planner, Natural Resource Planner	Selectboard, Planning Board, Conservation Commission	Mid Term
3a	Conduct a Drainage Asset Management and Condition Assessment to identify where infrastructure is undersized and unable to accommodate new development, increases in storm events, or rising sea levels. Use the development of this plan as an opportunity to educate residents about vulnerabilities and the need for funding to support upgrades and meet permitting requirements.	Dept of Public Works	Town Planner	Short Term

	PREPARE Action	Town Lead	Town Support	Timeframe
3b	<p>Prioritize improvements for public infrastructure.</p> <ul style="list-style-type: none"> Evaluate upgrades as well as adaptation and mitigation strategies. Estimate costs and develop a 6-year schedule of improvements to be included in the CIP. Identify grants and other funding sources to augment local funding. 	Dept of Public Works, Town Manager, Town Planner	Selectboard, Planning Board	Mid Term
3c	<p>Implement adaptation strategies for public infrastructure. Examples could include, but would not be limited to:</p> <ul style="list-style-type: none"> Flood water diversion improvements for streets that can be flooded in extreme events. Replacement of culverts and stormwater conveyance structures with infrastructure sized for larger storm events. Installation of “green infrastructure” strategies that can help reduce the volume of stormwater flows. Ensuring energy redundancy (e.g., generators) for municipal facilities that are important to emergency response. 	Dept of Public Works, Town Planner	Selectboard, Planning Board	Long Term

Steward

	STEWARD Action	Town Lead	Town Support	Timeframe
1a	Identify properties that are less likely be developed based on regulatory requirements and determine whether this affects their prioritization level for acquisition.	Town Planner, Natural Resource Planner	Conservation Commission	Short Term
1b	Review criteria for acquiring land for conservation and consider adding criteria related to sea level rise, marsh migration, chronic flooding, storm surge, and other impacts of climate change and natural hazards.	Natural Resource Planner	Conservation Commission, River Advisory Committee, Selectboard	Mid Term
2	Based on revised criteria and assessment of natural resources already under regulatory protection, prioritize parcels of interest for conservation purposes. Consider available and future funding sources and other tools available to protect land. Develop a 10-year schedule for implementation.	Natural Resource Planner	Conservation Commission, Selectboard	Mid Term

	STEWARD Action	Town Lead	Town Support	Timeframe
3	Commit resources for a new staff person to support Historic District Commission and Heritage Commission, and move historic preservation actions forward.	Town Planner, Town Manager	Selectboard	Short Term
4a	Inventory and prioritize historic resources (within and outside of historic districts) that need improvements.	To be determined	Historic District, Heritage Commission	Short Term
4b	Estimate costs and develop a 10-year plan of historic resource improvement projects. Identify potential funding sources and partners to augment town resources.	To be determined	Historic District, Heritage Commission	Mid Term
4c	Update Waterfront Commercial Historic District National Register survey.	To be determined	Historic District, Heritage Commission	Mid Term
5	Work with local arts organizations to promote art installations in public spaces. Prioritize locations that would provide the best opportunities. Identify ways to engage the community in public art.	Town Planner	Exeter Arts Committee	Short Term
6a	Prioritize improvements for the Town Hall. Collaborate with the work being done by the Exeter Chamber of Commerce to make the space more user-friendly. Estimate costs and develop a 10-year schedule of improvements.	Town Manager	Dept of Public Works, Economic Development Commission, Arts Committee, Selectboard	Short Term
6b	Continue to work with the Chamber of Commerce to identify funding mechanisms to augment town resources for Town Hall improvements. Consider fundraising and grants to augment town resources.	Town Manager	Dept of Public Works, Economic Development Commission, Arts Committee, Selectboard	Mid Term
6c	Review and update the Trail Maintenance Plan (2009). <ul style="list-style-type: none"> Identify recommendations that have not been completed. Determine which recommendations are still relevant and which are not. Identify new recommendations as needed. Develop a 10-year schedule for maintenance, improvements, or future assessments. 	Natural Resource Planner	Conservation Commission	Short Term
7	Establish a “Friends” group of volunteers for individual town conservation properties to support and help with maintenance, including trail infrastructure, debris and litter, installations, etc.	Natural Resource Planner	Conservation Commission	Short Term

	STEWARD Action	Town Lead	Town Support	Timeframe
8	Prioritize town conservation properties in need of invasive species management. Estimate costs and develop a 10-year schedule for management strategies.	Natural Resource Planner	Conservation Commission	Mid Term
9	Review and revise existing forest management plans (Henderson-Swasey (2011) and Oaklands (1993)) as needed to ensure they remain relevant to conservation land management goals. <ul style="list-style-type: none"> Identify recommendations that have not been completed. Determine which recommendations are still relevant and which are not. Identify new recommendations as needed. Develop a 10-year schedule for maintenance, improvements, or future assessments. 	Natural Resource Planner	Conservation Commission	Short Term

Grow

	GROW Action	Town Lead	Town Support	Timeframe
1	Continue to work with surrounding communities to address regional needs for workforce housing and provide more diverse housing options.	Town Planner	Housing Advisory Committee	Ongoing
2	Assess future housing growth by conducting a buildout analysis under current zoning conditions. Determine if the outcome of housing types will meet projected future needs, as outlined in the HAC 2017 report.	Town Planner, Town Manager	Housing Advisory Committee, Planning Board	Short Term
3a	Investigate potential expansion of allowed housing types in Exeter (e.g., cottage communities, etc.) and present findings at an All Boards meeting.	Town Planner, Town Manager	Housing Advisory Committee, Planning Board	Short Term
3b	Develop a public education campaign to raise the awareness of housing needs in Exeter and the different housing that can meet those needs. Include the local business community to understand housing needs of their employees.	Town Planner	Housing Advisory Committee	Short Term
3c	Review zoning ordinances to identify recommended changes that will create a balance of housing types to meet projected future needs. This might include review of multi-family structures allowed in R-1 districts, density and other incentives in the Affordable Housing Ordinance, and residential lot size requirements in single family residential districts.	Town Planner	Housing Advisory Committee, Planning Board	Short Term to Mid Term

	GROW Action	Town Lead	Town Support	Timeframe
4a	Research incentives for infill development in R-1 and R-2 zoning districts to encourage the creation of smaller, more affordable homes. Focus on approaches that ensure infill maintains the look and feel of the existing neighborhoods.	Town Planner	Planning Board, Housing Advisory Committee	Mid Term
4b	Move forward on the most feasible incentive(s) for infill housing by incorporating them into local regulations and/or policies. (this follows prior action)	Town Planner	Planning Board, Affordable Housing Committee, Selectboard	Mid Term
5a	Evaluate the Town's property tax exemption programs (elderly, alternative energy, RSA 79E, etc.) to determine their costs and project future impacts based on demographic changes and other trends.	Town Manager, Tax Assessor, Economic Development Director	Selectboard	Mid Term
5b	Set up a schedule to periodically examine property tax exempt programs to ensure fairness and equitable distribution across residential property types.	Town Manager, Tax Assessor	Selectboard	Mid Term
6	Develop a clearinghouse of low-interest loan and grant opportunities for Exeter residents to make improvements to older homes to address needed upgrades, energy efficiency, or environmental hazard reduction. Resources may be New Hampshire Housing, local non-profits, or use of Community Development Block Grants (CDBGs) to establish a municipal program.	To be determined	Housing Advisory Committee	Mid Term
7	Review the Zoning Map against the goals of this plan to determine if commercial district boundaries should be adjusted. Also review boundaries to see if lines should be altered to better coincide with parcel boundaries.	Town Planner, Economic Development Director, Town Manager	Planning Board, Economic Development Commission, Selectboard	Short Term
8	Support the Lincoln Street Improvement Project with the development of a physical master plan for the Lincoln Street area as a village-scale Transit-Oriented Development (TOD). Evaluate land uses, building-to-street relationships, and features of the public realm. Assess multi-modal connections (walking, biking, bus/train) with Downtown and other neighborhoods. Be sure to incorporate both elementary schools and PEA. Consider other studies that may be concurrent under CONNECT.	Town Manager, Town Planner	Economic Development Committee, Planning Board, Selectboard	Short Term

	GROW Action	Town Lead	Town Support	Timeframe
9	<p>Continue efforts to improve circulation and promote high quality development along Portsmouth Avenue.</p> <ul style="list-style-type: none"> • Continue work on developing a form-based code for the corridor (started in 2012). • Continue support of the CIP project for reconstruction of the roadway to correct drainage, utility, traffic flow, signal, stormwater, sidewalk, and streetscape deficiencies. • Evaluate bus service and how it does or can impact redevelopment. • Incorporate the recommendations of the bike and pedestrian master plan developed under CONNECT. 	Town Planner, Economic Development Director, Dept of Public Works	Economic Development Committee, Planning Board	Mid Term
10	Evaluate the use of tax increment financing (TIF) and other financial incentives in other commercial areas of town.	Economic Development Director	Economic Development Committee	Short Term
11	Continue to identify improvements to public spaces and the public realm in the Downtown to enhance its character. This may include public art, pedestrian amenities, or signage. Maintain consistency with bike and pedestrian linkages under CONNECT.	Town Planner		Ongoing
12	Inventory under-utilized and under-developed properties in commercial areas. Identify potential partners (both public and private) to assess the redevelopment opportunities of priority properties.	Economic Development Director, Town Planner	Economic Development Committee	Mid Term
13	Continue to use economic development strategies already in place (79E, TIF district, etc.) to retain and grow existing businesses and attract new commercial development in all commercial corridors. Regularly evaluate their ability to meet stated goals and objectives.	Economic Development Director	Economic Development Committee	Ongoing

Connect

	CONNECT Action	Town Lead	Town Support	Timeframe
1a	Conduct traffic and parking studies for the Downtown and prioritize recommendations. Evaluate traffic flow and pedestrian movement to and through Downtown to understand final destinations and impacts on local businesses. Develop a parking management plan with a 6-year schedule for implementation.	Town Planner, Economic Development Director	Dept of Public Works, Economic Development Committee, Planning Board, Selectboard	Short Term
1b	Research funding alternatives to augment the implementation of the parking management plan.	Town Planner, Economic Development Director	Planning Board, Selectboard	Mid Term
2a	<p>Prepare a town-wide Bike and Pedestrian Master Plan that looks at both walking and biking as modes of transportation beyond recreation. Identify improvements to existing amenities and areas where new amenities could be feasibly installed to promote walking and biking. Use the concurrent parking study (or parking management plan if already developed) for Downtown to inform the plan.</p> <p>Destinations/Routes to consider:</p> <ul style="list-style-type: none"> • All public schools • Epping Road to Downtown • Lincoln Street/Train Station to Downtown • Portsmouth Avenue to Downtown • All surrounding residential areas to Downtown • Open space and recreational resources <p>Prioritize improvements/new projects and develop a 10-year schedule for implementation.</p>	Town Planner, Dept of Public Works	Planning Board	Short Term
2b	Research funding alternatives to augment the implementation of the bike and pedestrian master plan.	Town Planner, Dept of Public Works	Planning Board, Selectboard	Mid Term
2c	Consider amending Site and Subdivision Regulations to put more emphasis on pedestrian and bike access within new development (as appropriate) and making connections with neighboring residential areas as well as shopping areas and recreation/conservation lands.	Town Planner	Planning Board, Selectboard	Mid Term

	CONNECT Action	Town Lead	Town Support	Timeframe
3	Conduct a Complete Streets study. Based on its findings, develop and adopt a Complete Streets policy that requires new roads and reconstruction of existing roads to incorporate transit, walking, and biking amenities where possible. Use the Bike and Pedestrian Master Plan and parking management plan to inform the policy.	Town Planner, Dept of Public Works	Economic Development Commission, Selectboard	Short Term
4	Working with private and public land owners, evaluate the feasibility of a pedestrian walkway/access along the Squamscott River from Swasey Parkway to the Library.	Town Planner, DPW, Town Manager	Selectboard, River Advisory Committee	Short Term
5	Prioritize local intersections that can benefit from safety improvements. Establish a 6-year schedule to develop conceptual designs in anticipation of funding.	Dept of Public Works, Town Planner, Town Manager	Planning Board, Selectboard	Short Term
6a	Conduct an access management study for Epping Road to determine if walking and biking recommendations are feasible. It should be consistent with the town-wide Bike and Pedestrian Master Plan. Develop physical planning concepts to guide future improvements.	Dept of Public Works, Town Planner, Economic Development	Planning Board, Selectboard	Short Term
6b	Prioritize public improvements based on the Epping Road Access Management Plan and develop a 6-year schedule to be included in the CIP. Keep apprised of NHDOT funding (TIP) and other sources to augment CIP funding.	Dept of Public Works, Town Planner, Economic Development	Planning Board, Selectboard	Short Term
7	Partner with the Rockingham Regional Planning Commission to study the feasibility of localized transit options (shuttles, trolleys, etc.) that connect destinations. Evaluate year-round and seasonal service. Consider possible routes, costs, and management of services.	Town Planner, Economic Development Director, Town Manager	Planning Board, Selectboard	Long Term
8	Support and advocate for improvements to the Downeaster train station to include a heated/air conditioned waiting area, ticket kiosk, and public restrooms.	Town Planner, Town Manager	Selectboard	Long Term/ Ongoing

Communicate

	COMMUNICATE Action	Town Lead	Town Support	Timeframe
1	Establish a small committee charged with researching municipal information and management technologies for the Town. If deemed necessary by the committee, approve funding to hire one or more industry professionals that can help the Town select and launch a new information/ management/ permitting platform.	Town Manager, Information Technology	Selectboard	Short Term
2	Develop a more frequent official, regular system of interdepartmental meetings to review current initiatives and workload in each department and potential efficiencies that could occur by combining efforts.	Town Manager	Selectboard	Short to Mid Term
3	Develop materials (paper and/or digital) for the Town to be used to attract businesses, residents, and visitors. Work with the Chamber of Commerce, HERON, Historical Society, PEA, and other community groups and organizations.	Economic Development Director	Economic Development Commission, Historic District, Heritage Commission, Arts Committee	Mid Term
4	Continue to organize community forums to discuss issues important to Exeter. Ensure that events, especially large ones, provide options for food and child care.	TBD	Selectboard, All Boards, Town Departments	Short to Mid Term
5	Evaluate the ways in which the Town communicates with the public and ensure that strategies maximize citizen engagement across multiple platforms. Determine the strategies that could be strengthened and move forward with ways for improvement.	TBD		Short to Mid Term
6	Develop language to be included in municipal RFPs that requires the inclusion of diverse and effective public engagement processes as part of municipal planning, design, and construction processes.	Town Manager	All Departments issuing RFPs	Short Term

RAYNES FARM USE APPLICATION
EXETER, NH

Any use or activity with more than **10** participants on the Raynes Farm property requires an approved Use Agreement from the Exeter Conservation Commission (ECC). Use of the barn by any number of participants requires an approved Use Agreement from the ECC. For more information or questions about this application contact (603) 418-6452.

Application is hereby made for the privilege of using Raynes Farm on the following date(s): _____

Start Time/End Time (if different on different days, please specify): _____

Expected number of participants: _____

Name of Applicant and Organization: _____

Address: _____ Town: _____ State: _____

Email: _____ Phone: _____

Contact Person and phone # during the event: _____

Will electricity be needed? Yes No

Barn Access Requested: Yes No

A. Description of Event.

Please describe your event:

Please describe the parking plan, including the number of spaces required and other pertinent information (e.g., police detail, signs, overflow plan, etc.):

Will your event involve any of the following? (Please check all that apply)

- Food/beverage concessions/vendors/sales
- Alcoholic beverages (Provide Copy of State Permit) NH State permit required; (603) 271-3523)
- Electronic sound amplification equipment, speakers, public address system (Must follow noise ordinance)
- Propane/Charcoal BBQ grills (Provide Documentation of Exeter Health Officer Approval. Contact James Murray at jmurray@exeternh.gov/(603) 773-6132)
- Electrical set up/ electrical cords run to the site (Provide Documentation of Electrical Inspector Approval. Contact Tim Tregea at 603-773-6112)
- Fire pits, bonfires, kindle fire, campfire and other outdoor burning (Provide Copy of Permit from the Exeter Fire Department; (603) 772-1212)
- Tents/canopies If so, list quantity and size _____
- Animals at the event. If so, describe _____
- Motorized Vehicles. If so, describe _____

B. Use Agreement Regulations

The purpose of these regulations is to ensure the safety, enjoyment of the users of Raynes Farm and the preservation of the agricultural, natural, and cultural resources of this property. Please initial each of the regulations below to acknowledge your acceptance of terms.

- _____ Any use or activity with more than **10** participants on the property requires an approved Use Agreement from the Exeter Conservation Commission
- _____ Commercial events are not permitted without Conservation Commission approval.
- _____ Fees for the use of Raynes Farm are determined on a case-by-case basis. Typically this is a small percentage of the proceeds or a flat fee.
- _____ Events must be timed so as not to interfere with agricultural activities of the property.
- _____ Maximum barn occupancy shall be limited to **50** participants at any time.
- _____ Each function is required to include an educational component that addresses the agriculture, historic, or natural resources on the property (contact the Town Natural Resource Planner and Exeter Conservation Commission for assistance in developing this, if needed).
- _____ Parking is limited to the gravel parking lot unless an alternate parking plan is approved by the Conservation Commission.
- _____ Applicants are required to contact the Exeter Police Department ([603 772-1212](tel:6037721212)) to determine whether a police detail for traffic control is required and are responsible for associated costs.
- _____ Events lasting more than 3 hours are required to provide one portable toilet for every 50 participants.
- _____ Applicants are responsible for trash removal during the event.
- _____ Applicants are required to restore the site to pre-existing conditions within 48 hours of the event.
- _____ No smoking is permitted onsite. Events providing alcohol must get prior approval from the Conservation Commission and abide by local and State regulations. (NH State permit required). provide link for state permit?)
- _____ Applications must be submitted to the Exeter Conservation Commission following the meeting submission deadlines found on the [Town of Exeter Conservation Commission webpage](#).

C. Certificate of Insurance. The Town requires liability insurance to be submitted with this completed application. Required amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town must be listed as additionally insured.

D. Signatures and Approval

I have read the attached regulations and fees governing the use of Raynes Farm and pledge that the organization and/or individuals for which this application is intended will faithfully execute those rules and assume total responsibility in connection therewith.

Applicant Signature: _____ Date: _____

Submit application to **Exeter Planning Department, 10 Front Street, Exeter, NH**; checks made payable to **Exeter Conservation Commission**.

Applications must be received by the meeting deadline. Applicants must be present at the Conservation Commission meeting for the Commission to act on an application.

This application conforms to the use limitations for Raynes Farm and is hereby approved, subject to the exceptions as stated:

Chair, Exeter Conservation Commission: _____ Date: _____

..... (If road detail is required)

Chief of Police: _____ Date: _____

This permit is issued for the purpose indicated and shall be valid only during the times/dates indicated above.

Other State and/or Local Permits (if applicable):

- Selling/serving liquor [Application](#)
- Hawkers/Peddlers (door to door sales) [Application](#)

VOLUNTEER TRAINING

WINTER
COTTONTAIL
SURVEYS

JAN
26

8:45 am
to noon

EXETER TOWN OFFICE
EXETER, NEW HAMPSHIRE

Winter is the best time to survey for cottontail rabbits. They leave telltale signs (pellets) in the snow, making it possible to locate and sample for different species. This winter, NH Fish & Game and UNH Cooperative Extension need help from citizen science volunteers to conduct surveys for Eastern cottontail rabbits in southern New Hampshire, a known threat to the state-endangered New England cottontail. Join us on January 26, 2019 from 8:45am-Noon for a training on rabbits in New Hampshire, cottontail habitat, and sampling and data collection techniques. Participants will receive supplies and instructions to collect samples on their own following the training. **Volunteers should be willing to commit to survey at least one property in southern New Hampshire this winter.**

A portion of this training will take place outdoors. Volunteers should come dressed for the weather. We will be visiting shrubby thickets, so clothes that can easily rip or tear are not recommended. Waterproof boots and/or snowshoes are recommended, depending on snow depth.

Questions? Contact Haley Andreozzi, UNH Cooperative Extension Wildlife Outreach Coordinator, at haley.andreozzi@unh.edu or (603) 862-5327.



Town of Exeter
Conservation
Commission



Extension

FOR DETAILS & TO REGISTER:

bit.ly/CottontailSurveys2019

Exeter Conservation Commission
December 11th, 2018
Town Offices Nowak Room
Draft Minutes

Call To Order

1. Introduction of Members Present

Present at tonight's meeting were Bill Campbell, Carlos Guindon, Ginny Raub, Sally Ward, Todd Piskovitz, Lindsey White, Andy Weeks, Lucretia Ward, Trevor Mattera, Don Clement, and Kristen Murphy. Alyson Eberhardt and Dave Short were not present. Mr. Campbell called the meeting to order at 7:01 PM.

2. Public Comment

Mary Lou Norris of Watson Road complained that the Snowmobile Club has made channels in the beaver dams near her house. Mr. Campbell said they should be coming to the Commission first and asking permission. Mr. Guindon said both dams have had Beaver Deceivers placed in them, which were good for 10 years but seem to be a problem this year. Mr. Clement asked if it's town property; Mr. Campbell said yes, it's in the Oaklands. Ms. Murphy said the Snowmobile Club comes before the commission every five years to make an agreement, and she will look at the wording in the file. She added that landowners do have the ability to break a beaver dam with hand tools. Mr. Campbell said they would follow up.

Mr. Campbell mentioned that commission meetings will no longer go beyond 10 PM without a vote to continue.

Action items

1. Review of NHDES Shoreland Permit Application for reconstruction of a single family home at 374 Water Street, Tax Map Parcel #53-3 (*Brendan Quigley, GES, Inc*)

Ms. Murphy said that the commission doesn't have the right to intervene on shoreland applications, but if they had received the application in time for the meeting, DES would accept feedback. In this case, they didn't receive the application in time. Mr. Campbell explained that they are tearing down a house and rebuilding in the same spot. They did reduce the impervious surface by a fraction. Ms. Murphy said it's also slightly more distant from the shore line. Mr. Clement said that the Exeter Squamscott Local River Advisory Commission has the right to review shoreland applications. That group saw the plans, met with the engineer, and gave the ok. This project is not encroaching shoreland and not increasing the impervious surface. Mr. Piskovitz observed that the new building and garage look bigger. Ms. Murphy said the house and garage are bigger but paved area is less. Mr. Campbell asked if they needed to vote, and Ms. Murphy said no.

2. Application for a Shoreland Conditional Use Permit and Wetland Waiver by Salema K.I.D.S. Realty Ventures LLC for the construction of a 6,860 SF Commercial Retail building at 159 Epping Road, Tax Map Parcel #47-9.2. (*Chris Tymula of MHF Design Consultants, Inc.*)

Chris Tymula of MHF Design gave a brief introduction to the project. The property was subdivided from lot 9 earlier this year; this waiver application is only for 9.02. This is retail commercial development on the east side of Route 27 between Continental Drive and Kings Way Ave. The parcel has an area of 5.7 acres. There's a wetland buffer on the rear of the site, and shoreland area for Watson Brook. They are proposing a development of 7,011 square feet; 1,941 would be a donut shop with a drivethrough, and 5,070 of retail/commercial space.

For their stormwater management plan, there's a closed drainage system, curbing around the site to capture stormwater runoff, which would drain into four or five Rain Guardian filters, which will discharge into five aboveground bioretention areas. This system is designed to reduce the peak rate and volume of runoff, and is consistent with town and state requirements for stormwater management. The grading and buffer disturbance has been reduced by about 9,000 square feet since their initial submittal, by extending the retaining wall and putting some parking outside of the buffer zones. They're providing New England Conservation/Wildlife seed mix on the downstream side of the two bioretention basins in the back, as well as any area within the 40 foot buffer zone. During the development, they'll be providing erosion controls, a silt fence along the edge of construction, silt sacks, and hay bales.

Mr. Tymula said that for the work proposed, they will need a recommendation from the Conservation Commission that the Planning Board approve a waiver and a conditional use permit. Mr. Campbell asked about a discrepancy in square footage listed for the conditional use permit for shoreland protection and the wetland waiver. Ms. Murphy explained that the shoreland district extends further into the site; the shoreland clips the edge of the building and is in the area of the dumpsters, while the wetland buffer is further back.

Mr. Campbell said that the town requires 24 parking spaces, but this project is asking for 39, and pointed out that if they took off a row of parking, they could pull the development back from the shoreland. Mr. Tymula said that they met with Darren Winham and Dave Sharples, who said it was less likely they would get the variance from ZBA than from the Planning Board and the Conservation Commission. Ms. Murphy explained that Epping Road has a 50 foot setback according to ZBA. Mr. Tymula said that they did do a substantial amount of pulling back. Originally, there was no retaining wall on two sides of the site; adding these allows them to pull the grading in substantially from northern and southern buffer, by about 9000 square feet.

Mr. Campbell asked where the snow would be put. Mr. Tymula pointed out the snow storage areas, which are outside all buffer zones except for one area. Mr. Campbell asked if it will drain toward the bioretention areas. Mr. Tymula said yes. Mr. Guindon said that beavers have been active in these woods, and there's overflow and flooding. Mr. Tymula answered that they are raising the grade, adding a drainage swale to catch runoff from Route 27, and the site parking runoff will go to the bioretention areas. The berm at the back of the site is at elevation 98, and the wetlands are at 88, so they're 10 feet higher.

Mr. Campbell discussed the criteria for issue of the waiver, according to the letter of MHF Design to Dave Sharples. He had concerns about criterion number three: "The Applicant has demonstrated that the use cannot be reasonably carried out on a portion or portions of the lot which are outside of the buffer." Mr. Piskovitz added that he was concerned about criterion four, "The Applicant has made a substantial effort to minimize impacts to the buffer;" in his opinion, getting the variance from ZBA would be a substantial effort. Mr. Campbell thought they'd satisfied numbers five and seven.

Mr. Guindon asked if they are bringing in fill from somewhere else, and Mr. Tymula replied yes. Mr. Guindon was concerned about more invasives coming in. Mr. Tymula said that they will act consistently with what AOT [The Alteration of Terrain Bureau] would require. Mr. Campbell suggested that the Commission add that concern into the recommendation letter.

Mr. Piskovitz said that he would recommend that the Planning Board not approve the wetlands waiver, since they have not met criteria three and four. He suggested they go for the variance and move the development substantially out of the buffer. Mr. Tymula responded that they'd had feedback from the Town Planner that a variance is not the right way to go. Ms. Murphy said she would discourage the Commission from directing an applicant toward seeking a variance in the motion.

Mr. Clement explained that there's a 50 foot setback on Epping Road because they did not want to see a strip of buildings and parking lots against the road like on Portsmouth Avenue. It leaves a green area in front of potential development and gives the town the opportunity to widen Epping Road in the future. Mr. Piskovitz countered that he would rather see wetlands preserved than a green strip in front. There's a 150 foot shoreland buffer for a reason; it's an important watershed, and a town resource. Ms. Ward said she'd like there to be a reconsideration of moving the project toward the road, which would require a variance.

MOTION: Mr. Piskovitz moved to recommend that the Planning Board not approve the wetlands waiver because the applicant has not met criteria three and four for issuance of a waiver, and they would like to see the applicant review alternatives that move the project substantially out of the buffer to minimize further the disturbance in the buffer. Ms. Raub seconded. Mr. Piskovitz said that the solution could be a variance, or other alternatives such as having one less unit in the building. Mr. Tymula said they'd already reduced the amount of impact by 9,000 square feet from the original proposal. Mr. Campbell said that's laudable, but there could be more of a change. Mr. Piskovitz, Mr. Campbell, Ms. Raub, Ms. White, Mr. Koff, and Mr. Guindon voted yay, and Ms. Ward voted nay. The motion passed 6-1-0.

MOTION: Mr. Piskovitz moved to recommend that the Planning Board not approve the CUP because condition E for issuance of a CUP, minimizing impact to the buffer zone, is not met. Mr. Guindon seconded. Mr. Piskovitz, Mr. Campbell, Ms. Raub, Ms. White, Mr. Koff, and Mr. Guindon voted yay, and Ms. Ward voted nay. The motion passed 6-1-0.

3. Consideration of a Wetlands Conditional Use Permit by ProCon for the construction of a Unitil Operations Facility at 20 Continental Drive, Tax Map Parcel #46-3 (*Jim Petropulos, H/S Inc*)

Jim Petropulos of Hainer/Swanson, representing Unitil Energy Systems, said that they are seeking input from the Conservation Commission on their conditional use permit request for a wetland conservation buffer. They haven't yet made an application to the Planning Board. The project is on a 11.7 acre tract of land, part of Garrison Glen Corporate Park. In 1998, the entire park was conceived in a commercial subdivision, 8 lots in total, plus 212 acres of land conveyed to the town of Exeter for conservation. This lot has frontage on Continental, but the access would come from the Gourmet Gift Basket driveway. There's a series of wetland areas near

Continental Drive that they intend to stay away from. They've looked at the wetlands in spring conditions, and they do not meet the criteria for a vernal pool.

The proposal is to build a 53,000 square foot operations facility for Unitil Energy Systems. Unitil provides energy to the Seacoast and is a first responder during a power outage. They're currently in Kensington, in a small outdated facility. The building will contain offices, vehicle storage, warehouse areas. It will have 80 employees. There will be 100 parking spaces, with additional spaces used as a staging area for surplus vehicles used during storm events. There will be a paved area behind the building for equipment storage: utility poles, piping, transformers, pedestals, etc.

There is 15,423 square feet of wetland impact, mostly at the edges of the larger wetland complex to the south of the property, other than the pocket area on the site. The wetlands have a 40 foot buffer. The intrusion into the buffers totalings 78,155 square feet. Half are paved areas, half are outside pavement. For stormwater, they're using a system of curbing and catchbasins, captured from the front and brought to the back to pretreatment water quality units and a subsurface water detention area.

Regarding porous pavement, they dug test pits and found gray clayey soil, which doesn't receive water well. There's ledge in the front and glacial till soil in the back. This reduces the stormwater strategies possible.

The DES policy with wetland impacts is to avoid, minimize and mitigate. For avoidance, they have shifted the site as far forward as they can. They're swapping an acre of land with a neighboring parcel to move the site forward and minimize impacts in the back. They're using a 2:1 slope around the back of the site. They appeared before DES and talked about mitigation at a local level. The state has an aquatics resource mitigation fund that can capture dollars for wetland impacts; they are required to use the dollars within the watershed, but not necessarily within the community. They'd like to have a discussion with the commission about a reasonable local mitigation that could occur.

Mr. Petropulos explained that there are seven conditions of working within a wetland conservation district: 1. The proposed use is allowed in the CT1 zone? Yes. 2. Use cannot be carried out on the portion of the lot that is outside the buffer? No, there's a large building pad and a large storage facility in the plans. 3. There's a "function and values" discussion. These wetlands are common to Garrison Glen. These are wooded wetlands with poorly drained soils. Salt marshes have a high value, but the wetlands in this lot ~~wetlands in certain areas~~ don't have as a high-a value. 4. Design and construction, will they minimize detrimental impact? They are being responsible with stormwater. 5. Will nonpaved buffer areas be restored? Yes. 6. No adverse impact to public health, safety, or welfare? Yes. 7. Obtained all permits? Yes, they will.

Brendan Quigley of Gove Environmental services spoke about the wetlands in this area. It's a flat, bouldery landscape, glacial till with poorly drained soils. It's surrounded by larger, more significant wetland areas of Little River and Bloody Brook. They're a buffer in themselves to the more sensitive resources in the conservation area. To protect water quality, they need stormwater management on site to compensate for the small loss of function. It's a minor wildlife habitat, due to its location, lack of water features, and the size of the lot.

Mr. Koff asked about the relative scope of these impacts, both in square footage of wetland and in buffer impacts as percentage of parcel, as compared to neighboring developments. Ms. Murphy said she would have to do some digging, but they have not had a

development there that tipped the threshold for mitigation before. Mr. Campbell said it's an 11.701 acre site. The seven wetlands are 15,475 square feet, or .35 acres. The buffer impact is 78,000 square feet, 1.79 acres, so they're affecting 2.14 acres of the 11 acre site, or 18%. Mr. Petropulos said that GDB impacted 7,000 square feet of wetland plus buffer. 24 Continental Drive was below 10,000 square feet plus buffer, that lot was much closer to Little River. This project probably has slightly more percentage impact.

Mr. Campbell asked about snow storage. Mr. Petropulos pointed out areas in the front to accommodate snow, and a manmade basin to manage snow. There's some shoulder around the edge to accommodate snow in smaller storms. Mr. Campbell said they're leveling the site. They've mentioned the soils are not great for pervious pavement, but if they're filling, couldn't the back part of area, where there are not trucks all the time, be pervious? Mr. Petropulos said they're actually blasting ledge to use as fill, so not much bringing in material. It's not a site conducive to porous pavement. Mr. Piskovitz was skeptical about putting porous pavement where they'll be storing transformers and telephone poles, since they may be coated with chemicals like creosote. Mr. Campbell said it's great for the town to have Unutil, but this is a large piece of impervious surface. Mr. Piskovitz had the same concerns about the size of that area.

Mr. Koff asked about the mitigation aspect, since they haven't seen one in his four years on the commission. Mr. Piskovitz said that DES requires it to be within the watershed, but which watershed? Mr. Petropulos said that if there's a local project, something already ongoing, like a study, they would reach out to the state of NH on Exeter's behalf regarding the mitigation. Ms. Murphy said she has a couple of ideas for mitigation. The first is land acquisition; they've discussed two parcels that are larger than the six or eight acres that are required. They don't have matching funds but there could be grant opportunities. Another option is a project of land acquisition around that acreage, but she's not presenting that project until next month. Another project is a climate resiliency project at the Country Club, where an engineer would come in and look at retreating from the shoreline. It's on a conservation easement, so the town would have a direct benefit. It would be around \$40-50,000 for engineering design. Mr. Petropulos said the ARM fund is \$5 per square feet, so \$75,000. Mr. Campbell asked about the project's timeline. Mr. Petropulos said they're going before the Planning Board in February. Ms. Murphy said there's no wetland application before the commission yet, but they should get organized to talk to DES.

Ms. Murphy asked Mr. Petropulos whether installing retaining walls would drop the project below the mitigation threshold. Mr. Petropulos said they'd evaluated retaining walls around the perimeter, but to minimize wetland impacts, they'd need 8 - 10 foot walls over 700-800 feet of perimeter, which would cost \$750,000. They wanted to get under 10,000 square feet to take them out of the state mitigation process, but they couldn't do that even with retaining walls. Four foot walls and a fill are easy to build, but this would cost around \$200,000, and they would still be over 10,000 square feet and have to pay the mitigation.

Mr. Piskovitz asked Mr. Quigley about vernal pools. Mr. Quigley said that in the site plan, the wetland looks prominent, like an isolated area that could be a vernal pool, but on the ground it's different. The area dries up by mid-May even in a wet spring, which is not long enough for a viable vernal pool.

Mr. Campbell asked if the commission could vote on a wetland waiver. Ms. Murphy said they hadn't submitted a wetland application, but they did provide a response to the wetland buffer impact criteria, so the commission could give a recommendation to the Planning Board.

Mr. Koff asked about the stormwater retention basin appears to leave the parcel. Mr. Petropulos said that the current owner also owns the next parcel, so they're proposing a private stormwater easement. Mr. Piskovitz asked whether there are pump islands at the back of the site. Mr. Petropulos said that's a loading dock well, there's no fuel on site.

Ms. White said she would not be voting. Mr. Mattera agreed to vote.

MOTION: Ms. Ward moved to recommend this project to the Planning Board with no objection, but they would like to investigate mitigation. Ms. Raub seconded. Mr. Piskovitz wanted to add something about the condition that there is no fueling in the future, if the Planning Board has that jurisdiction. Ms. Murphy said that fueling is a prohibited activity in a wetland buffer. Ms. Ward suggested they put that condition in the letter without it being part of the motion. Mr. Koff asked about their concerns about the wetlands impacts. Mr. Campbell said that's addressed by the mitigation. If they don't want to fill the wetlands in the middle, it's a no go. Until needs this area to be a major staging area. Mr. Clement said that this is the type of project that was envisioned to go into Garrison Glen. It's a commercial operation with good tax dollars. Mr. Campbell said that this is why Conservation got 212 acres, so that they could develop the inside part the way they wanted to. All were in favor, and the motion passed 7-0-0.

4. NHDES Wetland Permit Application for impacts to the protected buffer of the Squamscott River for expansion of existing development associated with 173-179 Water Street, Tax Map #64-50 within the protected buffer of Squamscott River (*Barry Gier, J&B*)

Eric Polin of Jones Beach Engineers present to discuss the 173 Water Street project. Ms. Murphy clarified that this project did not need a shoreland permit because the waterfront commercial district is exempt. This is a state wetlands permit.

Mr. Polin said they're redeveloping an existing building at 173 Water Street, and the footprint is not expanding. They're adding a story, and putting retail on the first floor, residential on the first, second, and third floors, and office space on the second. This project has been approved by the Planning Board. They're seeking a wetlands permit from the state, and looking for comments from the Conservation Commission for the state Wetlands Bureau.

Mr. Campbell explained that they want a waiver from the stormwater redevelopment. Mr. Polin said that most of the lot is taken up by the existing structure. There are challenges with the footprint and available space. For stormwater, they're proposing a catchbasin with a deep sump and greasehood. The drainage heads north. There's an existing settling chamber system underground, which discharges into the river. Mr. Guindon asked if that's shared drainage between buildings. Mr. Polin said there are multiple units that discharge into it, with multiple catchbasins, and they all head into a settling chamber and discharge into the river. The River Advisory committee saw this, and they presented comments from them to the Wetlands Bureau.

Mr. Campbell said that looking at the 20 question application, not all of the questions pertain. He mentioned number 13, impact from proposed project on quantity or quality of surface water or groundwater. That's where the improved catchbasins come in. Number 16, the cumulative impact that could result if abutting parties made similar alterations. Other areas

could do similar development to this project. Will the existing holding tank hold what they're going to add? Mr. Polin said that was a comment they got from the river advisory board, and they're going to coordinate with the DPW to investigate how the chamber is functioning. He clarified that it's not their chamber, it's drainage for multiple properties.

Mr. Clement pointed out that another unit can decide to build up, but the area is maxed out for impervious surfaces. Ms. Ward asked if the additional parking added around the building had increased the paving. Mr. Polin said they reduced some impervious area, but there's a net increase in paving on the site. Mr. Piskovitz: recommended to approve the easement, not the impervious pavement.

Mr. Campbell asked about snow storage. Mr. Polin said there's not a lot of square footage on the site, only a couple of areas to put snow in the side and rear. Extremely large storm events would be a real struggle. Mr. Campbell asked if they would truck the snow off site, saying they can't just plow it into the river. Ms. Ward said point number 17 is the project won't impact the functionality of the Squamscott River, but if snow goes into the river it will. Ms. Murphy suggested this is something they could address in their recommendations.

Mr. Campbell said they could recommend the permit be approved but make sure snow is trucked offsite for major storms. Mr. Koff asked about the maintenance of the stormwater system. Mr. Polin said they will maintain the unit and establish a regular cleaning schedule. A truck removes the sediment that builds up, and they can see if there are any structural issues. Mr. Piskovitz said the River Committee recommended proper maintenance, but the commission should make that recommendation as well. Mr. Campbell said they could move to approve with the conditions of snow removal and the maintenance of the stormwater system. Ms. Murphy added should snow exceed identified areas. Mr. Koff said it shall not enter the Squamscott directly.

Lindsey White did not vote on this motion; Trevor Mattera agreed to vote.

MOTION: Mr. Koff moved to recommend the permit be approved with the conditions that snow exceeding identified snow storage areas should be removed from the site and the stormwater system should have the proper maintenance. Ms. Ward seconded. All were in favor and the motion passed 7-0-0.

5. Exeter Parks and Recreation response to NHDES Request for Additional Information in association with the Kayak Pad addition to the Town seasonal dock.

Mr. Campbell said that the DES wants more information about the kayak pad, which Greg Bisson has provided. Ms. Murphy said that DES had an issue that the plans that the town provided didn't show connection of the dock to the shore, so they were not clear on where it was located. The plans have been revised. DES also required a statement from the Pease Development Authority on the kayak pad addition, which has been obtained. They are required to present the additional information to the commission as well. If this raises additional concerns, they can send them to DES. Mr. Guindon asked if the whole thing gets removed in the winter, and Ms. Murphy said yes.

MOTION: Mr. Guindon moved that they have investigated the additional information provided and have no change in their original response. Mr. Piskovitz seconded. Lindsay White voted, not Trevor Mattera, and all were in favor.

6. Request for Input to DOT Environmental Study associated with Road Improvements to Court Street from Crawford Ave, South to the Town Boundary.

Mr. Campbell said that the DOT is planning to resurface the road. Along the left side, there's a privately owned wooded area, with some pockets of wetlands and some invasives. Ms. Murphy added that there's Japanese knotweed. Mr. Clement said that Court Street/108 goes through an aquifer district. There's the Gilman parcel and a parcel, owned by PEA, containing swamp oaks. It's a sensitive area. Mr. Campbell said they're going to be putting in shoulders on the road, and redoing the drainage ditch. He'd like to recommend they do something about the knotweed and other invasives. Mr. Clement said they'd appeared before ERSALAC. There were fears that when they repave they will grub the shoulder, which means to scrape it and eliminate every piece of green. This doesn't help stormwater flowing off the road, since they lose infiltration, and invasives can take over.

Mr. Campbell said they are going to spread the road further and have a chance to regrade the ditches. He'd like to make the recommendation that they try to eliminate invasives along the way. Mr. Guindon added they should minimize damage to the native vegetation, serves as a buffer. Mr. Campbell suggested that they incorporate bioretention and roadside buffer enhancement, which would help protect the aquifer. He suggested that they make a motion to send these concerns to DOT. He also thought there may be an opportunity to improve wildlife crossing.

MOTION: Mr. Piskovitz moved to make the following recommendations to the DOT: incorporate measures during road and shoulder work to prevent the spread of invasives; consider modifications for improved wildlife crossings; consider incorporation of bioretention areas and roadside buffer enhancement to facilitate pollution attention and infiltration; and consider that some of the road work is through an aquifer and a surface water protection area. Ms. Ward seconded. All were in favor and the motion passed 7-0-0.

7. Committee Reports

Property Management

- i. Mr. Guindon and Mr. Short cleared logs which were across the trail along Little River to Dudley.
- ii. Ms. Murphy said that their application for an LCHIP grant for Raynes Barn was not successful. In the next meeting's agenda, she will share a thought from Don Briselden~~Brizledon~~ on the Raynes Barn which could inspire and generate more activity.

Trails

- iii. Mr. Campbell said he had met with Jason Fritz, a member of the fire department, who does search and rescue for Oaklands and Henderson Swasey, and they've had a couple people lost out there. Chief Comeau wanted the commission to consider more signage. Ms. Murphy, Mr. Campbell, and Bob Kelly will meet Thursday to discuss ideas that came out of that meeting.

8. Approval of Minutes: November 13th Meeting

Mr. Clement said that at the end of the minutes, they exited for a work session and the TV cameras were shut off. The commission had a great update from their guests, and the public missed out. He said that work sessions should be filmed. Ms. Murphy said it seemed like it wasn't conducive to a TV presentation; the presenters didn't have an electronic version, only paper maps. She agreed that it would have been great to engage the public. Mr. Piskovitz said they were downstairs with one camera, standing around the table, but he agrees the public would have benefitted. Ms. Murphy said if there are interested members of the public, she would be happy to meet with them to go over those maps and share the information.

Mr. Piskovitz said that his name is spelled P-i-s-k, not P-i-s-c.

MOTION: All were in favor of approving the minutes of November 13th, 2018 as amended.

9. Correspondence

- a. There was no correspondence considered at this meeting.

10. Other Business

Trevor Mattera discussed the mitigation associated with 20 Continental Drive. He thought they could do several local projects for the amount of money they're looking at. Mr. Campbell suggested they form a subcommittee to come up with specific mitigation ideas, and Mr. Mattera said he would be willing to join the subcommittee. Mr. Clement said that any subcommittee members may have to sit with ARM in Concord.

11. Next Meeting: Date Scheduled (1/8/19), Submission Deadline (12/28/18)

There will be a work Session where they'll discuss goals and activities, such as the moonlight snowshoe.

Adjournment

MOTION: Mr. Piskovitz moved to adjourn. Ms. Raub seconded. All were in favor. And the meeting was adjourned at 9:30 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary