



# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709

[www.exeternh.gov](http://www.exeternh.gov)

## PUBLIC NOTICE EXETER CONSERVATION COMMISSION

### Monthly Meeting

The Exeter Conservation Commission will in the Nowak Room, Exeter Town Offices  
at 10 Front Street, Exeter on **Tuesday, February 8<sup>th</sup>, 2022 at 7:00 P.M.**

#### **Call to Order:**

1. Introduction of Members Present
2. Public Comment

#### **Action Items:**

1. 2022 Trail Project Planning
2. By-laws Tree Subcommittee Amendment
3. Committee Reports
  - a. Property Management
  - b. Trails
  - c. Outreach Events
    - i. Full Moon Snowshoe at Irvine/Exeter Country Club 2/12 6:30pm
    - ii. Tree Committee's Big Tree Scavenger Hunt
4. Approval of Minutes: December 14<sup>th</sup>, 2021 Meeting
5. Correspondence
6. Other Business
  - a. Proposed Legislation (NHACC e-News)
7. Next Meeting: Date Scheduled (3/8/22), Submission Deadline (2/25/22)

*Andrew Koff*

*Exeter Conservation Commission*

*Posted February 7<sup>th</sup>, 2022 Exeter Town Website [www.exeternh.gov](http://www.exeternh.gov) and Town Office kiosk.*

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#### **ZOOM Public Access Information:**

Virtual Meetings can be watched on Channel 22 and on Exeter TV's Facebook and YouTube pages.

To participate in public comment, click this link: <https://exeternh.zoom.us/j/85885875827>

To participate via telephone, call: +1 646 558 8656 and enter the Webinar ID: 858 8587 5827

Please join the meeting with your full name if you want to speak.

Use the "Raise Hand" button to alert the chair you wish to speak. On the phone, press \*9.

More instructions for how to participate can be found here: <https://www.exeternh.gov/townmanager/virtual-town-meetings>

**Contact us at [extvg@exeternh.gov](mailto:extvg@exeternh.gov) or 603-418-6425 with any technical issues.**

## Fort Rock Riders -

### 2022 Trail Projects

(Updated Jan 2022)

Fort Rock Farm (Priority, and as weather allows) - Work with the landowner and original trail builder to re-route and re-work sections of degraded trail(s); add new trail connection(s); add signage. **Private Land**

Parker Way and TBN - Rock work at both telephone line connections to allow access straight across. **Newfields?**

TBN - spring clean up of remaining stumps/snake heads, low-hanging branches, etc. **Newfields?**

Cattle Dog - Hairpin hill re-route; add second bridge over wet area, (available lumber in Newfields).

"Center Cut" - Re-open/re-route center trail from the tunnel heading north; remove old puncheon bridge sections, (available lumber at Hamburger Hill).

Exeter Side - Re-hab older wooden bridges as needed, (available lumber at Hamburger Hill)

Signage - Additional trail signs on hold for now; still frustrated!

Qantas Queue - Add rock armor or bridge at lowest corner toward the final northernmost hill climb.

Doghhouse - Continued trail work, upper bench cut, rock armor, etc.

Social D - Add beginning bench cuts through the first turn to improve winter riding.

Enchanted Forest - Eastern side bridge needs shoring up of supports.

Powerlines - Re-open the overgrown wet area bypass between Parliament and neB giB, or add treeline re-route; add bypass at top

BLT entrance (pending approval); add more Red Trail blazes (?).

Olive Branch - Fix drainage issues at two berms. **Newfields**

Map Kiosks - Add copies of the current Trail Forks maps to help other trail users.

Trail Maintenance Hour Tracking - Looking for a method to track labor hours dedicated on the network.

## Fort Rock Riders

### Trail Projects 2021 -

(Updated July 2021)

Oaklands Parking (Exit 10) - replace planking with new bridges. Coordinate with the Town for lumber resources - **Completed**

Parker Way - remove understory plants in flat area near beginning of trail. Remove low hanging branches along the length of trail - **Completed**

Shadow's Run - finish log ride with decking and connect the drop back to existing trail - **Completed**

Shadow's Run To Olive Branch - finish bridge and build short connecting trail - **Completed**

PBR - replace rotted planks on last bridge - **Completed**

Dam View - add bridging at wet crossing - **Completed**

Fort Rock Farm - trail improvements and re-routes on XLR8, Colt 45, etc. per landowner's request - **In process**

Social D - more bench cutting on first turn. Rake to widen turn into final climb - **Partially Completed**

Cattle Dog - add bridge in wet area adjacent to existing bridge (TBD). Remove hidden, shoulder-wrecking tree - **Tree removed only**

Wheel Power'Ed - additional rock armoring and berm work - **Completed**

Olive Branch - drainage improvements on two berms, raise center plank bridge if needed - **Completed**

Enchanted Forest - western bridge check and stabilize as needed

North Powerlines Doubletrack (entrance to BLT) - wet area re-routes as needed - **Not approved**

Green Trail - bridge work by gas line

Doghhouse - fix entry and transition for the second drop/roll (wood?) - **Initial trials**

Dogleg Bridge and Boardwalk - general maintenance, maybe add a few more screws... - **ALWAYS on going**

50/50 Bridge Repair - **Completed**

Cattle Dog Climbing Re-Route - **Pending approval**

Pruner powerline sight lines - **Partially completed (EverSource interruption)**

Stone work/armoring at bridges on Northern Exposure/Stonewall - **Completed**

Woodridge bridge - plank replacement - **In process**

101 Tunnel - eliminate some of the trail braids to make more coherent - **In process**

Rider Repair/Tool Stations (3) - **Placed on network/Completed**

Additional New Trail Signage - **In process**

X-Trail - large furniture/trash at entrances clean up - **Completed**

X-Trail - bridge repair - **Completed**

Cattle Dog - middle climb re-route to make more sustainable - **Pending**

# **Fort Rock Riders -**

## **Current Working Relationships**

Exeter Conservation Commission

Newfields Conservation Commission

Rugg family property/Rock Crest Gardens

Toomey family property - Fort Rock Farm

White Rabbit Farm/Limburg family (former Chamberlain property)

Bassett property (off Oaklands Rd, Newfields)

Eversource - powerline right of way (east/west corridor from Watson Road to Captain's Way)

Newfields Police Department

Exeter Fire Department

Newfields Fire Department

SNH NEMBA

Seacoast NH NEMBA

Newfields SnoRaiders

Forest Ridge Homeowners Association

Captain's Meadow Homeowners Association

Local legacy Fort Rock trail builders

Dedicated Fort Rock trail builder group - 2020 and 2021 seasons (Newfields side)

Seacoast NH Snow Dog Groomer FB group - for Fort Rock use

NH Seacoast Mountain Bikers FB group

TrailForks.com area Admins (mountain bike base trail mapping app)

Exeter Cycles

DG Cycles

Cycles, Etc.

Alternative Route

Exeter Run Club

### **Relationships Needed -**

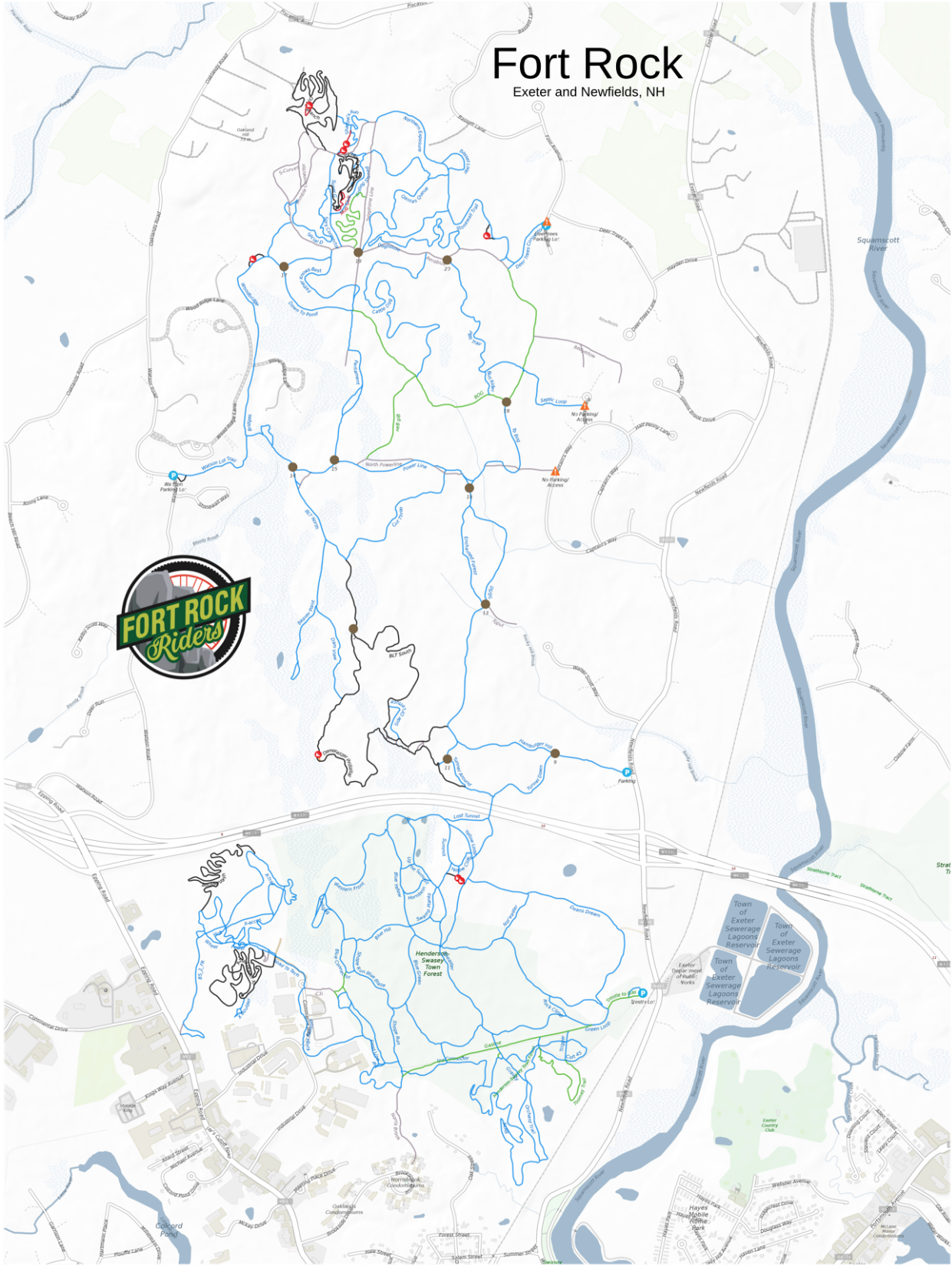
Exeter Police Department

Exeter Public Works

Carlisle property (off Watson Rd)

# Fort Rock

Exeter and Newfields, NH



*BY-LAWS OF THE EXETER CONSERVATION COMMISSION*

**Article I: Name and Location**

The name of this (voluntary, non-profit,) organization shall be the Exeter Conservation Commission (hereafter called The Commission). The principal office of The Commission shall be located at The Exeter Town Office Building, 10 Front Street, Exeter, New Hampshire.

**Article II: Authority**

Established in March 1965 by a vote at Exeter Town Meeting, the Commission derives its authority from State Law RSA 36-A and from the Town of Exeter Ordinances. Nothing in these by-laws is intended to conflict with these.

**Article III: Purposes**

1. To ensure the conservation and proper utilization of the natural resources and the protection of watershed resources of the Town of Exeter.
2. To advise other Town boards and State agencies on conservation and natural resource matters as defined by local and state regulations.
3. To acquire land for fee (full title) or through conservation easement for conservation purposes and to receive gifts of money or property in the name of the Town. This may include water resources. The Commission will then manage these areas.
4. To manage duly authorized town forests.
5. To conduct research into local land and water natural resources to ascertain their value for conservation purposes.
6. To keep the public informed as to actions taken and lands available for public use.
7. To intervene when appropriate within 10 days of a dredge and fill of wetlands application, and to investigate and report its findings and recommendations within 40 days to the NH Wetlands Board.(RSA 483A)
8. To receive copies of sand and gravel excavation permit applications and make necessary comments and recommendations to the proper board.(RSA 155-E)
9. To advise the Planning Board on Conditional Use Permits, Wetland Buffer Waivers and other natural resource matters as requested.
10. To monitor open space and conservation lands, including easements for compliance with the deed.
11. To conduct or sponsor activities which foster conservation education.
12. To assist in the Town's Master Plan up-dates and to implement the actions dealing with natural resources.
13. To attend workshops, informational meetings and conferences so that the Commission is adequately informed about conservation issues.

**Article IV: Membership**

**1. Membership And Terms Of Office**

- A. Regular Members: A full Commission shall consist of seven (7) regular members, appointed by the Board of Selectmen for three-year terms. Terms shall be arranged so that approximately one-third of the members' terms expire yearly. Members may serve no more than two consecutive three-year terms and are eligible for alternate member position after maximum terms are served. The appointment of members shall conform to terms and requirements of RSA 36-A.
- B. Alternates: The Board of Selectmen may appoint five (5) alternate members. Upon designation of the Chair, alternate members may serve in place of a regular member in the event of absence or recusal. The terms for alternates shall be the same as for regular members.
- C. New members shall file an application with the Town Manager's Office and will be contacted for an interview by the Board of Selectmen. All members must be residents of Exeter.

*BY-LAWS OF THE EXETER CONSERVATION COMMISSION*

- D. The Natural Resource Planner participates as an advisor to the Commission but does not vote.
- 2. **Election Of Officers**  
Officers for the Commission shall be elected each May for a term of one year and may serve consecutive terms.
- 3. **Absenteeism**
  - A. Members are expected to attend all monthly meetings unless the Chair is notified in advance.
  - B. Unexcused absence from four meetings may result in a letter being sent to the regular member or alternate in question. If no reply is forthcoming in a reasonable amount of time (usually one month), the member will be requested to submit his or her resignation and the Selectmen will be so notified to select a replacement.

**Article V: Responsibilities of Offices**

- 1. **Chairperson**
  - A. It shall be the duty of the Chair, or his/her designate, to notify in advance all members of the Commission of any scheduled meeting. The Chair is also responsible for finalizing agenda for the meeting listing issues to be discussed.
  - B. The Chair shall run the meeting and assign the floor to those speakers who request it.
  - C. The Chair may take part in any discussions relative to the business at hand and will rule on any disputes that arise during debates.
- 2. **Vice-Chairperson**
  - A. The Vice-Chair shall preside at all meetings of the Commission in the absence of the Chair and shall perform all duties and have all powers of the Chair in case of temporary absence or incapacity of the Chair.
- 3. **Clerk**
  - A. In the absence of administrative staff, the Clerk shall keep an accurate record of the meetings and other proceedings of the Commission
  - B. In accordance with RSA 91-A:2, a typed copy of the minutes shall be made available for public inspection not more than 5 business days after the meeting, and a copy brought to the Town Clerk's Office.
  - C. In the absence of administrative staff, the Clerk shall be responsible for correspondence designated by the Commission.
- 4. **Treasurer**
  - A. The Treasurer ensures all monies received by the Commission is accounted for and deposited into the Conservation Fund and disbursed from that account only with proper authorization by official vote of The Commission.
  - B. The Treasurer shall report on the status of the Commissions monies at meetings of the Commission not less than quarterly and file a copy of that report with the Planning Department of the Town of Exeter.
  - C. The Treasurer, with support of the Natural Resource Planner, is responsible for preparing the annual budget request.

**Article VI: Committees**

**1. The Raynes Farm Stewardship Sub-Committee**

- A. **Objectives:** This committee is advisory to the Commission and shall:
- (i) Help identify and prioritize preservation and public use objectives for Commission review.
  - (ii) The Conservation Commission serves as the primary contact person for inquiries regarding the property and may call upon the Stewardship Committee to advise, particularly in maintaining the Town's relationship with the farmers who lease the farmland and barn.
  - (iii) Review the LCHIP monitoring report, the farmer-Commission lease agreement, and the Raynes Farm Long Range Development Plan. Any suggestions for changes that are agreed upon by the Committee shall be submitted to The Commission for their approval.
  - (iv) Provide recommendations to the Conservation Commission on implementation of projects that have budgetary impacts.
- B. **Membership:** This committee shall consist of at least 5 members including 2 representatives from The Commission, a member of the Exeter Historical Society, a member of the Public Works Department and private citizens. In addition, any individuals leasing the land will also be a part of the committee but will not vote when decisions concerning their lease are discussed. Other members may be appointed by the Commission from the town at large with the goal of furthering the objectives of the Long Range Development Plan.
- C. **Procedures:** The committee shall elect its own chair annually. The committee shall meet at least annually for the purposes of reviewing the LCHIP monitoring report, the Farmer-Commission lease agreement, and the progress with projects identified in the Raynes Farm Long Range Development Plan.

**2. Trails Sub-Committee**

- A. **Objectives:** This committee is advisory to The Commission and shall:
- (i) Oversee the creation and maintenance of trails on Conservation Lands in accordance with the trail management plan and advise The Commission on actions that need to be taken.
  - (ii) Submit a list of recommended trail projects to the Commission each year in order to meet budget planning schedules.
- B. **Membership:** This committee shall consist of at least 2 representatives from The Commission. Other members may include both residents and non-resident users of the trail network with the goal of having representation from a diversity of recreational uses and furthering the intent of the Trail Plan.
- C. **Procedures:** The committee shall meet at least 2 times a year to identify and prioritize trail projects needs and as needed to further the objectives of the trail management plan.

**3. Tree Committee**

- A. Objectives:** Established in 2019, this Committee is an advisory Committee to The Commission and shall:
- (i) Coordinate efforts in support of Exeter's Tree City USA designation.
  - (ii) Aid in carrying out the provisions of the Tree Ordinance (Town Ordinance Chapter 23).
  - (iii) Collaborate with the Tree Warden, Town departments, and other Town officials to foster a tree-rich community.



*BY-LAWS OF THE EXETER CONSERVATION COMMISSION*

- (iv) Help monitor the health and protection of Public Trees, including helping to update the Public Tree inventory.
- (v) Seek grants and secure funds to support and advance the work of the committee;
- (vi) Advance educational efforts to promote awareness and knowledge of the benefits of trees.

B. Membership: This committee shall consist of at least one member of The Commission. Other members may include both residents and non-residents interested in promoting a healthy community tree program.

C. Procedures: The Committee shall meet at least quarterly or as needed to further the objectives of the community tree program and the Tree City USA designation.

**3.4. Ad Hoc Committees**

- A. Ad Hoc committees may be appointed by the Chair of the Commission as the need arises. At least one member of the Commission shall serve on each committee.

**Article VII: Operating Procedures**

**1. Meetings**

- A. Public notice of Commission Meetings must be posted in two public places, such as the Town Offices, the Town's website, or the Library 24 hours prior to the meeting. The notice shall be published according to State law RSA 91, a copy of which is available in the Conservation Commission Handbook.
- B. At the discretion of the Chair there shall be not less than one regular meeting of the Commission each month. Such meetings will be held in the Town Offices on the second Tuesday of each month at 7:00 p.m. unless otherwise specified by the Commission or the Chair prior to the second Tuesday.
- C. Special meetings may be held, if necessary, at the discretion of the Chair. They may also be called by the Commission on a majority vote of the members for a special purpose. At any special meeting, no business other than that specified by the Commission may be considered.
- D. Individual notification of each Commission member by the Chair shall be given not less than five days before the date of any special meeting.
- E. A majority of the members of the Commission then in office shall constitute a quorum for the transaction of any business.
- F. It is the responsibility of the Chair to convey to the appropriate State, County or Town board or commission recommendations passed by the Commission.
- G. No discussion of action items would continue after 10:00 pm unless otherwise voted on by the Commission.

**2. Public Hearings**

- A. A public hearing must be held before any money from Conservation funds is used to acquire "any interest in real property"(RSA 36-A:5 II). A public hearing may be held to solicit opinions on other issues deemed important by the Commission.
- B. Notice for such a meeting must be posted in two public places and in a newspaper "of general circulation in the municipality" at least 10 days before the hearing, counting neither the day of posting or the day of the hearing. (RSA 675:7)

*BY-LAWS OF THE EXETER CONSERVATION COMMISSION*

- C. Conduct of the meeting should follow the procedure outlined on p. III-4 of the Handbook for Municipal Conservation Commissions in New Hampshire.
- D. Minutes of the meeting should include the members of the commission present, those who testified and a summary of their positions. These minutes should be distributed in the same manner as regular minutes, described in Article V, Section 3B.

**3. Dredge and Fill Applications**

- A. Upon receipt of a copy of an application to dredge and fill wetlands from the Town Clerk, per RSA 482-A:3 (except for agricultural and minimum impact applications as noted in D below), the Natural Resource Planner on behalf of the Chair shall send a letter of intervention to the wetlands board asking for an additional 30 days for review if a regularly scheduled meeting will not meet review deadlines.
- B. The Commission may hold public hearings, public informational meetings and/or conduct site walks as part of its review. The application must be discussed, and a decision made as to its impact, at a regular meeting of the Commission.
- C. A final letter of recommendations shall be sent to the wetlands board.
- D. Upon receipt of agricultural wetlands or minimal impact applications, the Commission shall review the application and sign the supplied forms in accordance with State procedures if expedited review is supported by the Commission.

**4. Review of Sand and Gravel Excavations**

- A. Upon receipt of a copy of an application for a permit to excavate, per RSA 155-E, the Commission will review the application as to its impact on the natural resources of the area.
- B. The Commission may hold public hearings, public informational meetings and/or conduct site walks as part of its review. The application must be discussed, and a decision made as to its impact, at a regular meeting of the Commission.
- C. A final letter of recommendations shall be sent to the Planning Board.

**5. Request from Planning Board, Zoning Board or Technical Review Committee for Advice or Review.**

- A. Upon receipt of a Conditional Use Permit application or request for input or review by any Town board or committee, the Commission shall review the request and respond appropriately.
- B. For projects that appear before the Commission prior to other land use boards, The Commission shall provide written recommendations to those Boards for consideration.

**6. Conceptual Discussions**

- A. Prior to a formal application submission, the Commission may meet, if requested, with a potential applicant who anticipates submitting a formal application for review by the Commission. The purpose of the meeting is to generally discuss the project concept and any potential issues in order to help the applicant revise and improve their application before it is submitted.
- B. Such consultation shall not bind either the applicant or the Commission, and statements made by the Commission members shall not be the basis for disqualifying said members or invalidating any future action taken. The Commission and the applicant may discuss proposals in conceptual form only and neither the applicant nor the Commission shall be bound by the discussions.

**7. By-laws**

*BY-LAWS OF THE EXETER CONSERVATION COMMISSION*

- A. These By-laws shall be reviewed annually and revised as needed by a majority vote of the Commission.



**Exeter Conservation Commission invites you to**

*Snow Moon – Sabra Field, Portrait Diva*

**Full Moon Snowshoe\* Hike**  
**Exeter Country Club/Irvine Conservation Land**

**Saturday February 12<sup>th</sup> 6:30 PM**

Meet at the Exeter Country Club parking lot (58 Jady Hill Ave).

\*This event will occur with or without snow—so dress for the weather and look for updates on our Facebook page.

Exeter Conservation Commission  
December 14, 2021  
Nowack Room  
10 Front Street  
Draft Minutes

**Call to Order**

1. Introduction of Members Present (by Roll Call)

Present at tonight's meeting were by roll call, Chair Andrew Koff, Vice-Chair Trevor Mattera, David Short, : Alyson Eberhardt (remotely), Donald Clement, Alternate, Bill Campbell, Alternate, Thomas Patterson, Alternate, Kyle Welch, Alternate, and Kristen Murphy, Natural Resource Planner.

Mr. Koff called the meeting to order at 7:00 PM and activated Alternates Don Clement, Bill Campbell, Thomas Patterson and Kyle Welch.

2. Public Comment (7:00 PM)

Mr. Koff asked if there were any members of the public who wanted to speak to an item not on the agenda and being none closed public comment.

**Action Items**

1. Request for exploratory test well drilling on the Morrisette Conservation Parcel in Exeter as part of our continuing groundwater exploration program for the Town (Agent: Daniel Tinkham)

Daniel Tinkham, Senior Consultant/Hydrogeologist with Emery & Garrett Groundwater Investigations, a division of GZA, presented the request of the DPW to access the Morrisette property to bring in drilling equipment to conduct sampling as a preliminary exploration.

Mr. Tinkham noted the location would be between Linden and Court Streets with access to come off Linden Street using a track drilling rig and small water buggy. A 4" steel casing would be driven down. If favorable a 3" diameter PVC pipe would be lowered and a preventive sand pipe with cap which could be painted to be more visible. A sample would be collected and if not favorable they would backfill and move in. There are a couple of 2-4" diameter trees in the 250' path and they would stay away from the existing trail network. The work would be a two-day process, eight hours per day. The drill rig is available next week and it is unlikely there will be snow cover.

Mr. Campbell asked about the red/maroon line on the plan showing entry. Mr. Tinkham noted the intent was to go along the edge side of the field until the wetland scientist took a look but moved to avoid wetland soils.

Mr. Campbell advised the Commission had just planted wildflowers in the field and would like to avoid them being dug up.

Mr. Campbell asked what kind of gadget would go in if water were found and favorable. Mr. Tinkham noted a long term production well would be put in with a bigger machine, 12-18" in diameter with a large support truck and the 12" well would be built inside.

Mr. Campbell asked if there would be a structure on top and Mr. Tinkham noted there would be a fenced cement pad. The pump station can be off side or by Linden Street.

Mr. Clement noted Whites Meadow was not very favorable, three borings were done. Mr. Tinkham noted Smith Paige had three deep borings and there was a lot of clay and the aquifer was never intercepted. They would like to see a 300-500 gal. minimum. Any less would not be worth it. The test wells are 40-60' or a little more.

MOTION: Mr. Short motioned that the Commission has reviewed the proposal and feel the activity is in compliance with the terms of the deed as proposed. Mr. Campbell seconded the motion. A vote was taken. Mr. Koff abstained. By Roll Call: Mr. Short voted aye, Mr. Campbell voted aye, Mr. Mattera voted aye, Mr. Clement voted aye, Mr. Welch voted aye and Mr. Patterson voted aye. The motion passed 6-0-1.

## 2. Committee Reports

### a. Property Management

#### i. Beaver Deceiver installation update

Mr. Short reported the beaver deceiver is working. The water level is down.

Mr. Short recommend trying it at the Industrial Park. Ms. Murphy noted it is a lower elevation. Mr. Clement recommended touching base with Jay Perkins at DPW. Mr. Short noted he mentioned it.

#### ii. Raynes – Phase Ib Results

Ms. Murphy reported the Phase Ib archeologist did sampling and detailed test pits and found a low incidence of artifacts and were satisfied so there is no mitigation required. The report has not been received yet but should be available for the January meeting. The grant announcement was for today but she has not seen the state wide announcement yet.

#### iii. Update on Little River Emerald Ash Borer research

Ms. Murphy reported she heard from the UNH researcher Todd Johnson who is doing the Ash Borer research out at the Little River Conservation Area. They sampled 35 of

the 50 approved trees and would like to extend the approval to next year to do the sampling of the remaining trees.

b. Trails

Mr. Koff asked about lumber and Mr. Short noted there was some by Oaklands. There are some 6'x6's and some planking down the hill leftover from the other bridges that were built. Mr. Campbell asked if there were any funds left in the budget to purchase lumber and Ms. Murphy noted the budget is expended and there is no surplus. Mr. Short noted the idea has been put out there to move it but the bypass has never been a really good trail so an abandoned trail with low areas could be re-established using the remaining wood.

Mr. Short and Mr. Welch identified some trail areas in disrepair. South of Route 101. Along 85. People try to fill the low area in and makes it more of a mess. Another place is along the gas line, muddy and people try to cobble together a bridge and go around it. From the Accelerator to the Green Trail. A 20' bridge. Mr. Short will visit with the private property owner to get permission. Ms. Murphy will bring back the trail maintenance activity list to the next meeting. The trestle lot bridge is wobbly. Mr. Koff noted they should plan to have a Trail Committee Meeting. Ms. Murphy noted PEA will have a student project planned for next year.

c. Outreach Events

Ms. Murphy reported there were no registrations for the November 20<sup>th</sup> wreath workshop event. Timing was bad as there were two other workshops that weekend. She proposed having open barn days with hot cocoa while visitors are sledding on a Saturday afternoon or weekend.

Mr. Koff recommended snowshoeing in February. The full moon is on the 16<sup>th</sup> and school vacation is at the end of February.

3. Approval of Minutes: November 9, 2021 Meeting

Ms. Murphy recommended edits.

MOTION: Mr. Clement motioned to approve the November 9, 2021 Meeting Minutes as edited. Mr. Koff seconded the motion. A roll call vote was taken: Mr. Short voted aye, Mr. Campbell voted aye, Mr. Mattera voted aye, Mr. Koff voted aye, Mr. Clement voted aye, Mr. Welch voted aye and Mr. Patterson voted aye. The motion passed 7-0-0.

4. Correspondence

a. 41-a Mill Road housing development email

Ms. Murphy reported an email was received from residents of Brentwood concerning development on Mill Road which is in conceptual discussion with the Planning Board. Regional Impact notification will be triggered. Mr. Clement recommended waiting to discuss the concerns once the plan was more developed.

b. Summer Exeter Trail Race inquiry

Ms. Murphy reported an inquiry from Sarah who runs the Exeter Trail Race and is interested in holding the event this year. She asked if the Commission had any concerns and will approach the Commission closer to the project start date.

5. Other Business

Ms. Murphy reported the Tree Ordinance was adopted by the Select Board. A scavenger hunt is planned to report large trees. An invite was sent to local schools with a flyer and a QR code. There is an online submission form. Trees would be remeasured every five years to track the size change over time.

Mr. Short noted he knew of one and will contact the owner. Species can be looked up on the UNH site.

Mr. Murphy noted it was Town Report season again and she will circulate a draft of the Commission's submission.

Ms. Murphy provided a flyer from the NH Coastal Adaptation Workgroup advertising a Zoom seminar on January 20<sup>th</sup> from 9-10:30 AM entitled On the Path to Resilience: Preparing for a Changing Climate. Registration is required to receive the Zoom link <https://tinyurl.com/P2Rzoom>

Mr. Koff noted part of the Town budget proposal is to combine Ms. Murphy's title to be Conservation & Sustainability Coordinator and if approved in March start full-time right after. Mr. Koff noted he is supportive of the full-time position. Mr. Short offered to provide a support letter if needed. Mr. Clement noted it would be part of the public hearing before going to Deliberative Session.

Ms. Murphy noted if the L-Chip grant is awarded for Raynes Farm it would be helpful to have an informational packet concerning the matching funds at Deliberative Session.

6. Next Meeting: Date Scheduled (1/11/21), Submission Deadline (12/30/21)

Adjournment

MOTION: Mr. Campbell moved to adjourn the meeting at 8:15 PM seconded by Mr. Clement. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Daniel Hoijer, Recording Secretary  
Via Exeter TV

This meeting was also broadcast on Zoom 845 0461 7074