



# 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 meet in the Nowak Room at  
10 Front Street, Exeter on Tuesday, **December 9<sup>th</sup>, 2025 at 7:00 P.M.**

### **Call to Order:**

1. Introduction of Members Present
2. Public Comment

### **Action Items:**

1. Trail Maintenance Update and Future Project Discussion (Toby, Dan, and Dave S) 30-minutes
2. Committee Reports
  - a. Property Management
    - i. Stone Property Mowing
    - ii. Raynes Fire & Safety Review
  - b. Outreach Events – Raynes Farm Solstice Event 12/21
  - c. Other Committee Reports (River Study, Sustainability, Energy, Tree, CC Roundtable)
3. Approval of Minutes: 11/12/25 Meeting
4. End of year expenses
5. Correspondence

### **Other Business**

6. Next Meeting: 1/13/25, Submission Deadline 12/1/25

*Dave Short*

*Exeter Conservation Commission*

*Posted December 5<sup>th</sup>, 2025 Exeter Town Website and Town Office kiosk.*

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

Virtual Meetings can be watched on Ch 22 or Ch 6 and YouTube.

To access the meeting, click this link: <https://us02web.zoom.us/j/83257708361>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 832 5770 8361

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 access the meeting can be found here:

<https://www.exeternh.gov/townmanager/virtual-town-meetings>

**Contact us at [extvg@exeternh.gov](mailto:extvg@exeternh.gov) or (603) 418-6429 with any technical issues**

## **Raynes Barn**

**Building construction type;** IV, Heavy Timber

**Building occupancy;** Storage

**Intended uses and events;** Storage and special events

**Dimensions;** 98' x 42' = 4,116 sqft = 274/588

**Maximum Occupancy;** 50 persons on the main floor, 25 persons on the lower floor. At no time shall the mezzanine be occupied.

### **Historical Data;**

Originally built in 1860 (Registered Historic Structure).

Reported to be the largest standing barn from its time period in New Hampshire.

The barn has one main floor, storage mezzanine, and a basement that was used for milking operations.

### **Fire and Life Safety Review for the utilization of this structure;**

This review of the Raynes Barn, Fire and Life Safety provisions, were to ensure code compliance as outlined in NFPA 914 (2019 Edition). The review was to establish the safe occupancy of this structure as outlined in the Raynes Farm Development and Management Plan (2021). Any changes to this plan will require re-consideration and review by the AHJ.

### ***NFPA 914 (2019 Edition) Protection of Historic Structures***

#### ***Chapter 8 Prescriptive based approach***

**8.1.3.1** - The AHJ shall approve other fire safety approaches, systems, methods, or devices that are equivalent or superior to those prescribed by this code, provided that adequate documentation is submitted to demonstrate equivalency

**8.1.4.1** - The requirements of the applicable codes shall be permitted to be modified if their application clearly would be impractical in the judgment of the AHJ, but only where it is also clearly evident that a reasonable degree of safety is provided.

**8.2 (8)** - Fire detection system in place

**8.2 (10)** Management and operational controls that meet the requirements of Chapter 10

**8.2 (12)** Ceiling height provides large volume of space above occupants heads to allow additional time for safe exit

#### ***Chapter 10 Management operational systems***

**10.2.1 \*** The governing body for the building and site shall designate a fire safety manager in accordance with 1.5.1.

**10.2.2** The fire safety manager shall be responsible for the implementation and maintenance of the management operational system, including, but not limited to, the following:

- (1) Directing the actions of building staff and occupants with regard to fire safety
- (2) Entering into legally binding contractual agreements with the AHJ
- (3) Ordering required fire safety drills and exercises
- (4) Halting contractor and maintenance operations that could threaten the fabric or contents of the building.

**10.3.2** The fire safety management plan shall be approved by the AHJ.

#### **10.4 Operational Requirements.**

**10.4.1** \* Operational controls or a plan of operations shall be developed and include all special provisions defined by the project team and approved by the AHJ.

**10.4.2** \* Operational controls shall include the special provisions pertaining to the management, operations, and stewardship of the historic property.

**10.4.3** \* Operational controls shall be defined as part of the option appraisal.

#### **10.5 Fire Emergency Response Plan.**

**10.5.1** The fire safety manager and the owner, or governing body, shall develop and implement an emergency response plan, subject to the approval of the AHJ.

**10.5.2** The plan shall include provisions for notifying the fire department of the type and location of the emergency and directing them to the location when they arrive at the property.

**10.5.3** Emergency telephone numbers shall be posted on or adjacent to all telephones.

**10.5.4** An emergency evacuation plan shall be prepared in cooperation with the local fire department and other applicable authorities and updated annually.

**10.5.5** The emergency evacuation plan shall include the following:

- (1) Fire safety precautions for special events and celebrations when normal operational conditions that impact life safety are changed
- (2) Necessary adjustments to fire safety precautions for temporary and special exhibits
- (3) Modification of staff training and drills to adjust for circumstances and visitation created by special events and exhibits
- (4) Provisions to notify the local fire department of special events

## ***Chapter 16 Special Events,***

**16.1.1** Plans for special events shall be reviewed and approved by the governing body and, where required, by the authority having jurisdiction.

**16.1.2** Where required by the AHJ, a fire emergency response plan shall be prepared in accordance with Section 10.5.

### **16.2 Occupant Loading.**

**16.2.1** The event coordinator shall ensure that the number of occupants admitted to the building is monitored and controlled so that the occupant load does not exceed the capacity of the means of egress, for the number of exits required by the applicable code.

**16.2.2** Orderly circulation of guests shall be maintained when special events are planned for large groups.

### **16.3 Means of Egress.**

**16.3.1** Exits, access to exits, and all other evacuation capabilities shall be maintained.

**16.3.2** Tables, plants, stages, or other temporary fixtures shall not visually or physically obstruct an exit, exit sign, or exit access, or reduce the width of an exit passage.

**16.3.3** Prior to a performance or event, staff (especially temporary or part-time staff), contractor personnel, attendees, and participants shall be notified of the following:

- (1) How fire alarms are enunciated (i.e., audibly, visually, by voice communication, or a combination of these methods)
- (2) Locations of exit routes, exits, and assembly points
- (3) How to safely evacuate the area

**16.3.4** Key staff, including event coordinators, volunteers, and security, shall be familiar with exit routes and shall ensure that exits are obvious, operable, and not blocked or restricted in any way.

**16.3.5** Upon activation of the fire alarm, occupants shall be evacuated from the building according to the egress plan.

## **Highlights**

The requested use of the Raynes barn will be permitted provided that the Fire and life Safety Codes as outlined above are satisfied and any additional requirements per the AHJ.

- The maximum occupancy will be limited to 50 persons on the main floor and 25 persons on the ground floor. (must be visibly posted)
- A monitored Fire Alarm System must be installed and maintained.
- Life Safety Equipment must be installed and maintained. (emergency lights, exit signs, fire extinguishers and panic hardware on egress doors.)
- An operational plan must be created and approved by the AHJ.
- An emergency action plan must be created and approved by the AHJ.

Town of Exeter New Hampshire  
 Conservation Commision  
 Budget, Reciepts and Expenditures for the Fiscal Year Ending 12/31/2025  
 Tresurer Report  
 For The Months Ended 11/30/2025

Account 01461105-

Category Number	Category Name	Budget 2025	Expended 2025 YTD	Planned Expenses 2025	Remaining 2025 Budget	Comment
51200	Sal/Wages - PT	\$602	\$547.23	\$0.00	\$54.77	Recording secretaries @ \$19.44/hr
51210	Sal/Wages - Temp	\$2,530	\$2,530.00	\$0.00	\$0.00	Interns 2@17/hr, 15 hrs/wk for 5 wks
52200	FICA	\$194	\$192.01	\$0.00	\$1.99	
52210	Medicare	\$45	\$45.00	\$0.00	\$0.00	
55051	Conservation Land Administration	\$2,050	\$1,197.03	\$250.00	\$602.97	Planned - \$250 Pollinator Garden, \$458 Spring Tree, \$190 trail paint Expended - \$447.46 no dog sign, Raynes Kiosk, alewife signs
55058	Contract Services	\$1,000	\$362.00	\$0.00	\$638.00	
55088	Dues	\$1,200	\$850.00	\$300.00	\$50.00	\$850 NHACC, Planned \$300 ESRLAC, \$50 SELT
55091	Education/Training	\$250	\$145.00	\$50.00	\$55.00	
55171	Legal/Public Notices	\$50	\$0.00	\$0.00	\$50.00	
55224	Postage	\$20	\$0.00	\$0.00	\$20.00	
55247	Registry of Deeds	\$30	\$0.00	\$0.00	\$30.00	
55254	Roadside Mowing	\$1,825	\$1,825.00	\$0.00	\$0.00	\$987 contract for mowing
	<b>Total</b>	<b>\$9,796.00</b>	<b>\$7,693.27</b>	<b>\$600.00</b>	<b>\$1,502.73</b>	

**Conservation Fund (RSA 36A)** Note: includes the following obligations  
 \$60,536.41 \$50k for LCHIP  
 \$4,720 **Stewardship Fund:** Established to support enforcement of conservation deeds  
**Forestry Fund (RSA 31:110-114)** Limited to use for Town Forest forest stand  
 \$12,753 improvement & management

\_\_\_\_\_  
 Andrew Koff, Treasurer

\_\_\_\_\_  
 Date

Exeter Conservation Commission  
Public Library  
4 Chestnut Street  
Upstairs Meeting Room  
November 12, 2025  
7:00 PM  
Draft Minutes

**Call to Order**

1. Introduction of Members Present (by Roll Call)

Present at tonight's meeting were: Chair Dave Short, Vice-Chair Connor Madison, Trevor Mattera, Keith Whitehouse, Valorie Fangor, Nick Campion, and Alternate Kyle Welch

Staff Present: Kristen Murphy, Conservation and Sustainability Planner

Chair Short called the meeting to order at 7:00 PM and the members and alternates introduced themselves

2. Public Comment

Keith Whitehouse wanted to raise awareness about 23 Water Street, which is going to be Pairpoint Park and offered to answer questions and get feedback. Mr. Campion asked if they have a design or a design concept and Mr. Whitehouse indicated a conceptual, and funds are being raised for the design. He noted the public land should be open to the public so work needs to get underway. Mr. Campion asked if he anticipated funds in the budget and Mr. Whitehouse noted it was a tight year, but they have a donor who wants things to get going.

**Action Items**

1. Major Impact Standard Dredge and Fill Wetland Permit Application for 28,418 sq. ft. of permanent wetland impact and 875 sq. ft. of temporary wetland impact for Dade Auto Holdings at 146 Portsmouth Ave. for a commercial auto dealership located at Tax Map 51-1.3-3, 3-4 (Cindy Balcius, SRE Inc.)

Chair Short read the Public Hearing Notice and summary. He noted they were before the Commission for a conceptual on 12/13/22, to discuss wetland impacts on 8/13/24 but requested a postponement. On 8/15/24 there was a letter to NH DES with concerns, and a site walk on 10/8. They requested a two-day extension for the November meeting to return with answers. On 11/1 Ms. Balcius indicated by email that they would not return until December or January. In August 2025 there was a DES application and extension requested. Ms. Murphy spoke with the chair and expressed concerns on 8/29/25. Ms. Murphy received a request on 10/14/25 after the agenda was already set and agreed to attend the November 12, 2025 meeting. The Chair notified the state on 10/17/25.

44 Cindy Balcius of SRE noted she requested more information from the state and decided to change  
45 engineering group and Altus came on board. She noted she had a death in the family and everything  
46 was submitted and she tried to address all concerns. She noted originally 34,500 SF of impact was  
47 proposed then reduced to 28,418. She explained the silty clay soil needs surcharging. 7,636 SF of  
48 temporary impact will be for outside the steel sheet piling retaining wall which is long enough to keep  
49 surcharging. She worked with Altus and Miller engineers for 875 SF of impact for the steel retaining  
50 wall. She noted Dan is open to a proposed conservation easement of 1.65 acres which can be  
51 connected to existing conservation. She explained the wide strip of fill was eliminated to surcharge and  
52 the 7,000 SF of impact shown in red. She stated that prime wetlands are only shown at the very tip of  
53 the property, in green, as located on the Town of Exeter prime wetland delineation. The plan has town  
54 setbacks, tidal buffer, tideline and shoreland impacts. They will keep the sediment control plan during  
55 construction and surcharging.

56  
57 Corey Belden of Altus Engineering explained the preliminary stages of design but noted they will need  
58 Alteration of Terrain (AoT) and site plan review so will be back for those. The slope was explained on  
59 the back side as 1.5 to 1. He explained the intent to use drain mat with bottom drains and preload in  
60 the front wall, the use of crushed gravel, Geotech fibers and buildup, preload the backside and monitor  
61 settlement; to get the water out and come up use wick drains through matting with a slow process of 1"  
62 per month of draining water. He explained they will drill the sheet pile wall in front, then the crushed  
63 stone layer, use of tie backs, connect, stability and be ready to go. He noted there would be minimum  
64 impacts on wetlands for the side of the wall.

65  
66 Ms. Murphy asked the orientation, and he noted Portsmouth Ave is on the right of the map and  
67 wetlands to the left.

68  
69 Ms. Fangor expressed concerns with the very big size of 28,000 SF of impact to wetlands. She asked  
70 about parking calculations and noted Volvo has an 18,000 SF building and wanted 72 spaces, Kia has a  
71 9,000 SF building and uses 161 spaces. Mr. Belden noted display, and storage uses for their product  
72 which are not the same as retail with employees. He guessed the dealership would have 20 employees  
73 and maybe 10 visitors at a time. He noted Volvo leases property offsite to store vehicles. Ms. Fangor  
74 noted she would rather keep the offsite location than add it to wetlands. Mr. Belden noted they need  
75 additional space and the dealership and manufacturer dictates to the owner what the inventory should  
76 be.

77  
78 Ms. Fangor asked about looking for options like pulling back some of the parking. Mr. Belden noted they  
79 will come back for site plan review.

80  
81 Chair Short asked how they would get auto transports to the site and noted Stratham had a problem  
82 with a couple of dealerships that would park in the middle of the road. Mr. Belden showed the turn  
83 route on the plan. Chair Short stated that he had difficulty seeing the truck make that corner. Mr.  
84 Belden noted they ran the truck turning radius.

85  
86 Ms. Fangor questioned the wetland classifications and noted in the 2024 plan there were two areas  
87 shown as prime wetlands but on this application a little green zone. Ms. Balcius noted they have not



88 changed but she is looking at a different map for function and values. Ms. Fangor asked about the NH  
89 Coastal Viewer for Sea Rise. Ms. Belden noted it was submitted by separate pdf for 50-year storm and  
90 does not impact the site.

91  
92 Mr. Madison asked about stormwater to the adjacent site and noted it appears the parking spots are  
93 built where the basins were going to be a month ago. Mr. Belden noted it is a big fill site with two  
94 discharge pipes into an existing pond which extend out and they are considering a storm tech infiltration  
95 system to build over and work with the pipe to subsurface system in new location (fill area) under the  
96 parking lot. He noted he did stormwater sizing qual volume but has not run hydro cad to compare  
97 predevelopment and may need to slow the discharge rate but there will be AoT requirements for  
98 drainage for the site.

99  
100 Mr. Madison asked if there was just infiltration and Mr. Belden explained the infiltration and discharge  
101 line and flow back to the wetlands.

102  
103 Mr. Madison asked why start with dredge and fill rather than AoT and Mr. Belden indicated they were  
104 playing catch up. Impervious coverage for the site is 33.9%.

105  
106 Mr. Madison noted the amount of impervious is of concern and Ms. Fangor and Ms. Murphy expressed  
107 concerns with identifying water quality. Ms. Balcius noted stormwater and water quality are part of the  
108 treatment process and this needs AoT and site plan review.

109  
110 Mr. Mattera asked if there were alternatives to having impervious surface. Mr. Belden noted there  
111 were a lot of tools and methods but long-term issues with porous pavers and maintenance. It isn't  
112 recommended in drive aisles which are used by heavy vehicles. Mr. Belden noted there were options in  
113 the inventory storage areas.

114  
115 Ms. Murphy asked about getting an extension from the state to accommodate the catch up in  
116 permitting. Ms. Balcius noted she can't execute until she gets AoT. Ms. Murphy noted it seems out of  
117 sync and could be a challenge if there are changes later. Ms. Balcius noted it has been a year. Ms.  
118 Murphy asked if it was possible. Ms. Balcius indicated she did not think it was in this case and did not  
119 think the footprint of impact would change, the pavement might have a combination of porous pavers  
120 and what not, but when they go to site plan review, they could amend it, they do it all the time.

121  
122 Ms. Murphy asked if there was a more efficient design, such as considering both properties together.  
123 Ms. Balcius explained the treatment of stormwater with Volvo and grabbing some of that stormwater  
124 and redirection of current stormwater flow into the system. Ms. Murphy asked about looking at all the  
125 parcels and see what the least impactful alternative is. Ms. Balcius noted she met with Army Corp. of  
126 Engineers and DES right away. Mr. Belden noted the building is going in a parking lot. They are  
127 capturing a lot of runoff for the two lots and a third small lot.

128  
129 Chair Short noted there were a lot of loose ends and if an extension were possible, he would like to see  
130 them come back with complete answers to these questions. He noted the Commission does not  
131 typically approve or disapprove of a preliminary design.

132 Mr. Madison noted he would like to see the local permit first.  
133  
134 Mr. Chartrand stated that after hearing their deliberations there were enough concerns to not  
135 recommend it at this point, the impacts are huge.  
136  
137 Ms. Murphy recommended sharing what the Commission's concerns are.  
138  
139 Ms. Balcius stated that we have addressed everything, and tonight's concerns have not been mentioned  
140 before, and the 40 days is almost out.  
141  
142 Ms. Murphy noted there was not an engineer present before. Mr. Chartrand stated there was not the  
143 level of detail in that meeting that there is tonight and Altus coming on board has added more detail.  
144  
145 Ms. Fangor stated that she could not personally approve because it is so massive and impervious cover  
146 is so big that she believes it would affect water quality.  
147  
148 Ms. Balcius asked if there was any interest in keeping discussions on the proposed easement. Chair  
149 Short appreciated the intent but noted it would not drive their decision and recommended getting an  
150 extension from the state. Ms. Balcius noted DES needed a response tomorrow. Ms. Murphy indicated  
151 she can document the state in a memo.  
152  
153 MOTION: Mr. Madison motioned and Ms. Fangor seconded to deny as concerns have not yet been  
154 addressed.  
155  
156 The Commission discussed those concerns. Mr. Madison expected a more final stormwater design. Ms.  
157 Fangor had concerns with impervious cover. Mr. Madison added avoidance and minimization. Mr.  
158 Chartrand asked about the size of fill.  
159  
160 Ms. Murphy asked about surcharging during phases and noted it is unclear what is happening during  
161 each phase and doesn't feel like a phased plan. Mr. Belden noted they have to meet water quality  
162 standards. Ms. Balcius noted the steel retaining wall will contain everything. Ms. Murphy noted the tie  
163 into the center and that it does seem to work for her and asked what protected the runoff. Ms. Balcius  
164 indicated a sediment erosion control sock and Ms. Murphy asked where. Mr. Belden noted along the  
165 top. Ms. Murphy noted the contours depicted in phases and Mr. Whitehouse asked about yards of fill.  
166  
167 Mr. Madison reread the motion:  
168  
169 MOTION: Mr. Madison motioned that the Commission has reviewed the application and recommends  
170 the application be denied as it does not meet state permit rules with regard to the following:  
171 1. Site is in preliminary stormwater treatment system design and there are concerns with stormwater  
172 quality throughout each phase of construction;  
173 2. Concerns with the site sign in regard to avoidance and minimization of wetland impacts; and  
174 3. Concerns regarding the overall impervious surface amount and the impervious surface site  
175 percentage.

176 Ms. Fangor seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

177

178 Ms. Murphy indicated she would prepare a letter to the state.

179

## 180 2. Committee Reports

181

### 182 a. Property Management – Raynes Farm

183

184 Ms. Murphy noted the contractor is making progress and she has filed an extension with L-CHIP but  
185 has not heard yet. The scaffolding will remain for the final coat of paint. ADA ramp, grading and fill  
186 are needed. She found a foldable ADA compatible ramp for \$150.

187

188 MOTION: Chair Short motioned to approve the purchase of a foldable ADA compatible ramp for  
189 \$150 to come from the conservation administration fund. Mr. Whitehouse seconded the motion. A  
190 vote was taken, all were in favor, the motion passed unanimously.

191

### 192 b. Trails

193

194 Chair Short noted an Exeter resident, Dan L., has organized 8-1 guys to help with bridge building and  
195 held four sessions and spent a couple hundred hours and donated \$700-\$1,000 in materials and a  
196 lot of bridges were replaced or upgraded.

197

### 198 c. Outreach Events

199

200 Ms. Murphy noted a public information session on 12/1 at 6 PM at Seacoast School of Technology in  
201 the dining room for the coastal resilience grant for the Parkway. They are coming up with three  
202 options. Please reach out to her to help.

203

204 Ms. Murphy noted Window Dressers last day for ordering is 11/30 and January will be the  
205 community build and volunteer signs ups are for the 15-22<sup>nd</sup> at town hall.

206

### 207 d. Other Committee Reports (River Study, Sustainability, Energy, Tree, Roundtable)

208

## 209 3. Approval of Minutes

210 October 14, 2025 Minutes

211

212 Chair Short recommended edits to line 183.

213

214 MOTION: Chair Short motioned to approve the October 14, 2025 minutes as amended. Mr. Whitehouse  
215 seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

216

## 217 4. Other Business

218

## 219 5. Correspondence

220 6. Next Meeting: Wednesday, 12/9/25, Submission Deadline: 12/1/25

221

222 7. Adjournment

223

224 ***Chair Short motioned to adjourn the meeting at 8:38 PM. Mr. Whitehouse seconded the motion. A***  
225 ***vote was taken, all were in favor, the motion passed unanimously.***

226 Respectfully submitted,

227 Daniel Hoijer, Recording Secretary

228 Via Exeter TV