

**HOOKSETT CONSERVATION COMMISSION**  
**Monday, February 8, 2021**  
**Zoom**

Cindy Robertson called the meeting to order at 4:31pm.

**Roll Call #1 Attendance:**

Cindy Robertson, Chair: Present

David Ross, Vice-Chair: Present (arrived around 5:00pm)

JoCarol Woodburn, Member: Present

Deborah Miville, Member: Present

Philip Fitanides, Member: Present (arrived around 5:00pm)

Alex Walczyk, Town Council Representative: Present

Robert Better, Alternate: Present (Voting until Phil arrives to the meeting)

William Herlicka, Alternate: Present

John Pieroni, Alternate: Not present

**Others:** Kathie Northrup-Hooksett Heritage Commission, Rue Teel-Bear-Paw Regional Greenways, Steve Couture-Bear-Paw Regional Greenways

**Staff:** Leann Fuller, Administrative Assistant

Pledge of Allegiance was recited by those present.

**I. Consent Agenda**

- i. Tennessee Gas Pipeline Company, LLC Mowing Program
- ii. Transfer from Conservation Account to General Account

***Deborah Miville motioned to approve the Consent agenda, seconded by JoCarol Woodburn.***

**Roll Call #2:**

***D. Miville: Yes***

***J. Woodburn: Yes***

***R. Better: Yes***

***A. Walczyk: Yes***

***C. Robertson: Yes***

***Motion passed 5-0***

**II. Meeting Minutes Approvals**

- January 11, 2021

***Alex Walczyk motioned to approve the meeting minutes from January 11, 2021, seconded by Robert Better.***

***Cindy Robertson presented amendments:***

***Page 2, line 50 should read "Commission will try to incorporate..."***

***Line 53, splinters should not be capitalized.***

***JoCarol Woodburn presented an amendment:***

47 **Page 3, line 110 and 111 should also include that JoCarol would like an overall map as well, one that shows**  
48 **all the trail areas.**

49  
50 **Roll Call #3:**  
51 **D. Miville: Yes**  
52 **J. Woodburn: Yes**  
53 **R. Better: Yes**  
54 **A. Walczyk: Yes**  
55 **C. Robertson: Yes**  
56 **Motion passed 5-0**

57 -January 21, 2021

58  
59 **Alex Walczyk motioned to approve the meeting minutes from January 21, 2021, seconded by Deborah**  
60 **Miville.**

61  
62 **Roll Call #4:**  
63 **D. Miville: Yes**  
64 **J. Woodburn: Yes**  
65 **R. Better: Yes**  
66 **A. Walczyk: Yes**  
67 **C. Robertson: Yes**  
68 **Motion passed 5-0**

69  
70 **III. Appointments**

- 71 i. Kathie Northrup, Heritage Commission  
72 Historical signs for the Hooksett Riverwalk Trail  
73

74 Cindy Robertson informed the board that Kathie Northrup presented the idea of putting some historical signs  
75 on the Hooksett Riverwalk Trail relative to the history of the Brick Kiln Loop.

76  
77 Kathie Northrup presented pictures for the board to review. The Manchester Parks and Recreation are very  
78 pleased with the quality of the signs they use. Kathie was able to obtain quotes for two different size signs.  
79 24x36 signs are about \$1,400 each and 18x24 signs are about \$1,100 each. The process for the signs is high  
80 pressure laminate where they take a photo and use high heat and pressure to permanently fuse it. There is a  
81 ten year warranty, they are graffiti proof, impervious to moisture and resistant to scratching and impacts.  
82 Kathie asked whether this would be installed by the Public Works Department or if the company will install  
83 them. The sign company does charge \$120 per hour and estimates 3 hours of work.

84  
85 Cindy Robertson discussed possible locations for the signs. If there is one sign, she recommended placing one  
86 when crossing over the metal bridge but past Ms. Smith's home or when it comes the split to go left to Phase I  
87 or right to go over Phase II where the bench is.

88  
89 Kathie Northrup wants to find the balance between pictures and historical information. One historical sign  
90 could discuss the productions of the bricks and then another with an introductory about the Heads Family.  
91

92 Deborah Miville likes the idea of having two signs, one with the Brick Kiln history and the other with the Heads  
93 family history. Deb does suggest putting one over by the bench where the two paths split because it is closer  
94 to imagining where the location of the Brick Kiln was as opposed to putting one at the beginning of the trail.  
95

96 Robert Better agrees that where the trail diverges to the right would be a good spot, and possibly where the  
97 boy scout bridge is.  
98

99 William Herlicka loves the idea of the signs and having two signs. So much of the history of Hooksett is lost and  
100 bringing out some points of interest would be positive for everyone who visits.  
101

102 JoCarol Woodburn mentioned that placement can be worked out later. JoCarol offered to help Kathie put the  
103 content together.  
104

105 Cindy Robertson recommended having JoCarol and Kathie work on the information and decide if it needs to go  
106 to an outside designer or not. From there, the Conservation Commission can decide on quantity, placement,  
107 and cost.  
108

109 Kathie Northrup asked if the Conservation Commission would like an acknowledgement included on the signs.  
110

111 JoCarol Woodburn recommended that there is an acknowledgement on the signs.  
112

#### 113 **IV. Invoices**

- 114 i. Bear-Paw Stewardship Invoice \$2,037.50  
115

116 **Alex Walczyk motioned to approve the December and January Bear-Paw Stewardship Invoice in the**  
117 **amount of \$2,037.50, seconded by JoCarol Woodburn.**  
118

119 ***Roll Call #5:***

120 ***D. Miville: Yes***

121 ***J. Woodburn: Yes***

122 ***R. Better: Yes***

123 ***A. Walczyk: Yes***

124 ***C. Robertson: Yes***

125 ***Motion passed 5-0***  
126

#### 127 **V. Other Business**

- 128 i. Heads Pond Stewardship Plan Next Steps  
129

130 ***Phil Fitanides joined the meeting.***  
131

132 Cindy Robertson mentioned that Steve reminded her that the Stewardship plan needs to go to Town Council  
133 and a Memorandum of Understanding needs to be completed with the School District. Leann Fuller will get  
134 Cindy Robertson on the March 10<sup>th</sup> Town Council Agenda.  
135

136 Steve Couture clarified that the School District property is the only one not owned by the Town of Hooksett.  
137 The School district has been receptive to allow the property to be managed. Now that the plan is final and  
138 once the Town Council approves it to allow the Conservation Commission to implement it, the next step is to

139 speak with the School District. The Memorandum of Understanding will be straight forward, something along  
140 the lines of preventing ATV's, maintain trails on the property...etc. The point of a Memorandum of  
141 Understanding is to create a clear purpose, intent and agree to work together. It is less formal than a contract.  
142 Cindy just needs to make it clear to the Town Council that the intent is to continue to manage the property  
143 based on the Stewardship Plan. Steve Couture can work on a simple Memorandum of Understanding and then  
144 have it sent to Legal Counsel for review.

145  
146 Cindy Robertson explained that the School District has made it clear that it is their land, and they want to be  
147 able to do something with it in the future. The Memorandum of Understanding will make it clear to them  
148 what the Conservation Commission may do and not do regarding their property. It is not a legal obligation and  
149 they can do what they want with it further down the road.

150  
151 William Herlicka likes the idea, and it seems to be a great way to make things consistent.

152  
153 ***David Ross joined the meeting.***

154  
155 David Ross agrees that the Conservation Commission can't move forward with this plan without the  
156 Memorandum of Understanding. David asked how much will it cost to have it drafted?

157  
158 Cindy Robertson asked Steve Couture to try to put together the Memorandum of Understanding.

159  
160 ***Phil Fitanides made a motion to request Steve Couture to draft a Memorandum of Understanding between***  
161 ***the Conservation Commission and the School District, seconded by JoCarol Woodburn.***

162  
163 ***Roll Call #6:***

164 ***D. Miville: Yes***

165 ***P. Fitanides: Yes***

166 ***J. Woodburn: Yes***

167 ***A. Walczyk: Yes***

168 ***D. Ross: Yes***

169 ***C. Robertson: Yes***

170 ***Motion passed 6-0***

171  
172 Cindy Robertson mentioned that another item with the Stewardship plan was marking the boundaries and  
173 Steve Couture said that Rue and Katrina were working on that.

174  
175 Steve Couture moved onto the Osprey Ecological Services, LLC plant survey proposal. Now that the meadow  
176 plan is in place, there is mowing to be conducted in the Fall and a plant survey to be done in the Spring and  
177 completed in the Fall to determine the level or mowing and type of mowing. Steve requested that Tom pull  
178 together a proposal for ecological survey. The proposal includes a cost of \$525.00. Steve's recommendation is  
179 to allow Tom to do the survey. Steve will also be working on trying to find an appropriate entity to conduct the  
180 mowing.

181  
182 Cindy Robertson explained that the proposal dated January 20, 2021 from Tom Brighton, Osprey Ecological  
183 Services is to conduct a meadow plan survey for field meadow 3.

185 ***Cindy Robertson made a motion to approve Osprey Ecological Services, LLC to conduct a meadow plant***  
186 ***community survey for field #3 within the Hooksett Riverwalk Trail with a cost not to exceed \$525.00,***  
187 ***seconded by JoCarol Woodburn.***  
188

189 ***Roll Call #7:***  
190 ***D. Miville: Yes***  
191 ***P. Fitanides: Yes***  
192 ***J. Woodburn: Yes***  
193 ***A. Walczyk: Yes***  
194 ***D. Ross: Yes***  
195 ***C. Robertson: Yes***  
196 ***Motion passed 6-0***  
197

198 Steve Couture did not know much about the Monarch Weigh Station, but it seemed like a good opportunity.  
199

200 Cindy Robertson thinks it would be a great outreach and education program, it is not very expensive. They  
201 provide free milkweed plants.  
202

203 Deborah Miville asked who would plant the milkweed.  
204

205 Cindy Robertson said that's a good point and will figure that out when it is time.  
206

207 ***Cindy Robertson made a motion to let Fish and Game know that the Hooksett Conservation Commission is***  
208 ***interested in being a registered Monarch Butterfly Weigh Station at the Hooksett Riverwalk Trail, seconded***  
209 ***by David Ross.***  
210

211 ***Roll Call #8:***  
212 ***D. Miville: Yes***  
213 ***P. Fitanides: Yes***  
214 ***J. Woodburn: Yes***  
215 ***A. Walczyk: Yes***  
216 ***D. Ross: Yes***  
217 ***C. Robertson: Yes***  
218 ***Motion passed 6-0***  
219

220 ii. Quimby Mountain Invasive Species Quotes  
221

222 Rue Teel received responses from Paul Eaton and Sam Larrabee about the use of each herbicide they use. It is  
223 technically illegal for them to use water, salt, and vinegar as it is not on their list of approved chemicals. The  
224 larger vines will be cut, and a small sponge will be used with pesticides and applied directly to them, so it  
225 absorbs down into the roots.  
226

227 ***Cindy Robertson made a motion to hire Paul Eaton, keep it Native, to mitigate the invasive plant species on***  
228 ***the Quimby Mountain property for the years and up to the costs proposed as follows: 2021: \$4,200; 2022:***  
229 ***\$1,500; 2023-2025: \$650 annually, seconded by David Ross.***  
230

231 Cindy Robertson spoke to her motion. She does like the integrative vegetation program that was included in  
232 Paul Eaton’s explanation. He seems very knowledgeable with this and works a lot with Conservation land,  
233 prices were comparable.

234  
235 David Ross said that this is part of the management plan. If the property isn’t usable, what good is it. It is a  
236 good plan.

237  
238 William Herlicka recommended obtaining a copy of his insurance. This stuff is tough to root out, it is a long  
239 journey to begin.

240

241

**Roll Call #9:**

242

**D. Miville: Yes**

243

**P. Fitanides: Yes**

244

**J. Woodburn: Yes**

245

**A. Walczyk: Yes**

246

**D. Ross: Yes**

247

**C. Robertson: Yes**

248

**Motion passed 6-0**

249

250

iii. Stantec Services for Phase III

251

252 This is informational for the members who were unable to attend the special meeting to sign off on Stantec’s  
253 services.

254

255

iv. Osprey Ecological Services, LLC Plant Survey Proposal (moved up on agenda)

256

v. NH Sports Dome Mitigation Fee

257

258 This is informational for the board.

259

260

**Cindy Robertson motioned to adjourn, seconded by David Ross. 5:48pm.**

261

262

**Roll Call #:**

263

**D. Miville: Yes**

264

**P. Fitanides: Yes**

265

**J. Woodburn: Yes**

266

**A. Walczyk: Yes**

267

**C. Robertson: Yes**

268

**D. Ross: Yes**

269

**Motion passed 6-0**

270

**Meeting adjourned at 5:48pm**

271

272 **Minutes respectively submitted by**

273

274

275 **Leann Fuller**

276 **Administrative Assistant**

277

**Please see subsequent meeting minutes for any amendments to these minutes.**