

HOOKSETT CONSERVATION COMMISSION

Monday, May 13, 2024

4:30pm

Hooksett Municipal Building

35 Main Street

Town Council Chambers

I. Open Meeting 4:34pm

II. Attendance/Introductions: Cindy Robertson – Chair, JoCarol Woodburn – Vice-Chair, Deborah Miville – Member, Phillip Fitanides – Member, Alan Stein – Member (left at 5:50pm), John Pieroni – Alternate, Robert Better – Alternate, Alex Walczyk – Town Council Representative, Sheena Gilbert – Planning Board Representative

III. Pledge of Allegiance

IV. Public Input (None)

V. Consent Agenda

- i. Balancing Change Order for Merrimack Riverfront Trail Project Phase IV, John E. Neville Excavating, Inc.
 - Removal of unused bit items resulting in a net decrease of \$5200.00

Motion to approve the consent agenda made by Alex Walczyk, seconded by Sheena Gilbert. Motion passed.

Phil: What are the items?

Cindy: It reduced the price by \$5200.00; it was items from the contract (contract states “testing and ledge”). Miscellaneous items.

VI. Meeting Minutes Approvals

04/08/2024

Motion to approve the 04/08/24 minutes made by Alex Walczyk, seconded by Sheena Gilbert. Motion passed.

VII. Invoices

- i. Stantec, Invoice # 2226410, Phase IV Construction Services, 05/01/24, \$782.50

Motion to approve Stantec invoice # 2226410 in the amount of \$782.50 made by Sheena Gilbert, seconded by JoCarol Woodburn. Motion passed.

- ii. Reimbursement to Alan Stein, \$28.68 total

- Home Depot Receipt for Clay Pond Gate Materials

Phil: If you speak with the manager at Home Depot, they donate the items sometimes for free or give you 20% off, for for the future.

Motion to approve reimbursement to Al Stein in the amount of \$28.68 made by Sheena Gilbert, seconded by Alex Walczyk. Motion passed.

45 iii. John E. Neville Excavating - Merrimack Riverfront Trail System Phase IV Payment
46 Request #7, \$37,498.00

47 **Sheena:** This is pre-approved for under the contract?

48 **Cindy:** Yes.

49 **Alex:** When is the retainer released?

50 *Clarification that the 2% retainer is held for a year: unsure of exact date.*

51 **Cindy:** They typically go in the spring, so spring of 2025.

52 **Alex:** And I think the Town Engineer goes out to assess it at that time too.

53 ***Motion to approve John E. Neville Excavating Payment Request #7 in the amount of***
54 ***\$37,498.00 made by Sheena Gilbert, seconded by Alex Walczyk. Motion passed.***

55

56 iv. Reimbursement to John Pieroni, \$490.00 total

57 • 8 Passenger ADA Golf Cart Rental, Invoice 398325 from CCE Golf Cars

58 ***Motion to approve reimbursement to John Pieroni in the amount of \$490.00 made by Alex***
59 ***Walczyk, seconded by Deb Miville. Motion passed.***

60

61 **VIII. Appointments**

62 i. Katie Weiss, Bedford Design Consultants – 267 Londonderry Turnpike,
63 Conceptual Discussion for Samara Cabinetry

64 **Katie Weiss:** This is located at 267 Londonderry Turnpike. There is currently a house on the site
65 with a driveway and most of the property is wooded. It is zoned commercial. Applicant is
66 proposing a wholesale showroom for kitchen cabinetry, and a warehouse in the back for the
67 items for sale. Parking will be in the front with a loading area around back. In the back, the
68 darker area on the plan is the wetlands and there is a setback delineated as well. There is a
69 sidewalk that wraps around the front where parking is. For drainage, roof water will be stored
70 in an underground drainage area that will go to the wetland area. To the south, drainage pond
71 to outlet to the wetland area too, which is where it currently goes. We will need AOT and DOT
72 permits.

73 **Phil:** In the letter it says several state permits will be needed, and about the wetlands will be
74 flagged. Will you be disturbing over 100,000 SF?

75 **Katie:** Yes, that is why we need AOT. We will need septic review as well. Storm chambers under
76 the ground to hold the water. DES requires a 50-year storm.

77 **Phil:** We should see a bigger plan.

78 **Sheena:** It is conceptual, it has not been approved yet.

79 *Clarified that once the plan set is submitted, it will be forwarded to Conservation Commission.*

80 **Sheena:** What is the total wetland impact?

81 **Katie:** There is none.

82 **Cindy:** I think this is a good use of the property. We are all set with it.

83 **Sheena:** I agree that we should have a form to use and to be provided to the Planning Board, it
84 came up recently at a meeting. For this, I have concerns about the traffic, I'm curious to see
85 what the traffic study will show when they have the Planning Board submittal. I think it is a
86 good use, but the location is of concern.

87

88

89 **IX. Other Business**

90 i. Bear-Paw Regional Greenways – Contract Extension

91 **Cindy:** We have this contract with Bear-Paw for Steve Couture’s services primarily. It expired
92 and we had not realized while we continued to use his services. They have had a change of
93 staff. They need to extend the contract, it had expired in February 2024, in order to process the
94 invoice that was approved at last month’s meeting. We’ll need to speak with them to decide
95 how we are moving forward, but in the interim to approve the extension. They used to come
96 speak with us about once a year to let us know their goals for the following year, but they have
97 cut back on what they are able to provide. It is majority Steve Couture’s services.

98 **Sheena:** Are we going to renegotiate the contract moving forward if services are less?

99 **Cindy:** They used to provide a lot of information. I’ll have to read through it, we can look at it.
100 The previous invoice appeared to be a lot, but it was because they were catching up due to staff
101 turnover so it was for a longer time period.

102 **Al:** Is it billed per hour or a set amount each month?

103 **Cindy:** Steve’s hours are all laid out and then I believe there is an additional fee for Bear-Paw.

104 ***Motion to approve the Bear-Paw Regional Greenways contract extension made by Alex***
105 ***Walczyk, seconded by Sheena Gilbert for discussion.***

106 **Sheena:** I’d like to know if it is a flat fee each month or if it only depends on the actual work
107 done that month first.

108 ***Alex Walczyk withdrew his motion.***

109
110 ***Motion to continue to the June 10th meeting in order to further review the contract and***
111 ***supporting documents made by Sheena Gilbert, seconded by Al Stein. Motion passed.***
112

113 ii. Riverwalk Phase IV Updates

114 • Grand Opening/Celebration (Continued Discussion)

115 **Cindy:** It is this Thursday.

116 **Sheena:** I am coming to Town Hall to pick up tables, chairs, the banner, anything else here early
117 afternoon Thursday.

118 **Bob:** If we need a canopy, I can bring one for if it rains. I’m helping Sheena to pick things up; we
119 can meet at 1 at Town Hall.

120 **John:** I went yesterday and it could use some mowing, also the bollards are still up so those
121 need to be put down for the golf cart. I can call about that.

122 **Cindy:** DPW said they would clean up so they should be going out there.

123 **JoCarol:** I spoke with them too about the signs and the benches.

124 **John:** I will ask about that too.

125 **Deb:** I’m bringing water.

126 **Cindy:** I’ll have ribbon and scissors, and two stakes to tie the ribbon to. We have the two
127 representatives coming, one from Congressman Pappas’s office and one from Senator Hassan’s
128 office.

129 **Sheena:** Boy Scouts are coming to present colors. I think Troop 292 is doing that, but both
130 troops are coming.

131 **Al:** The order if they first present colors, then sing the national anthem.

132 **Sheena:** Let’s meet at 1:30/2, we’ll get stuff from Town Hall at 1.

133 **John:** We'll have campaign-type signs to put out at the street. Bridgette is printing those, and
134 I'll tape it on.

135 **Sheena:** I ordered the ballons, and I spoke with the dollar store, but that employee must not
136 have had authority. I spoke with two other employees, and they said they could not fill the
137 balloons. Helium is a scarce resource. The closest is Party City in Manchester which is about
138 \$1.80. You could buy a tank, which is not reusable. Hannaford will do it for \$2.75. It is
139 expensive. I don't think we should use helium. I found plastic sticks to hold the ballons, and
140 wooden skewers that we could tape them to. That will be much cheaper. Or, if we fill them, it
141 will be double or more of the original cost. We have 24 balloons.

142 **Cindy:** I'm fine with just taping them to everything and just blowing them up ourselves.

143 **Al:** I'm bringing the back-up microphone. I can bring a bike pump for the ballons too.

144 **JoCarol:** Signs will be printed?

145 **John:** I'll send the measurements for printing.

146 **Sheena:** Bring about 10 folding chairs.

147 **John:** I'll be there early to drive the golf cart for anyone that needs it.

148 **Cindy:** Order of events is the Boy Scouts, national anthem, my speech, Congressman Pappas
149 representative's speech, Senator Hassan representative's speech, Steve Couture's speech, Dave
150 Hess's speech, and my closing remarks.

151 **JoCarol:** And to acknowledge Stantec and Neville in the closing remarks.

152 **John:** Tony LaCasse should know for Heritage Commission.

153 **Cindy:** He knows, I think he will be there. The Bridge is coming out the day before.

154 **Sheena:** Planning Board members were highly encouraged to come.

155 **JoCarol:** I will bring flowers.

156 **Sheena:** We could bring a sheet for signing up for Friends of Hooksett Trail.

157 **JoCarol:** Jarrod has offered to take pictures, and play music.

158 **Bob:** I will also take pictures.

159 **Cindy:** If it is raining, a tent for Jarrod would be best just in case.

160 **Phil:** We also have drone footage of the trail from 4 days ago, it will be uploaded to YouTube.

161 **Sheena:** To clarify, when is Jarrod playing?

162 **Cindy:** Beforehand when people are gathering, and at the end after closing remarks.

163

164 iii. Beautify Hooksett Day Recap

165 **Cindy:** It went well, we cleaned up a lot.

166 **JoCarol:** Over 400 bags in Hooksett. I think our group had 45 bags.

167

168 iv. June Newsletter

169 **John:** We should do a quick blurb that we have completed the grand opening, include a picture.

170

171 v. Pinnacle Park

172 • Invasive Species Update

173 • MRWC Hike – Rescheduled for Wednesday, May 15th, 2024 at 10am

174 **Cindy:** John and I went with Paul Eaton, he does invasive species removal. We asked him to
175 submit a proposal so we would have a rough idea of the cost to know if we'll need to bid or not.

176 It will need to go out to bid – the threshold is \$5,000. We will talk about it in June. Then, the
177 walk is this Wednesday for the Merrimack River Watershed Council.

178 **John:** It is about the history of Pinnacle Park, I'll be there. There was registration.

179 **Cindy:** We'll have it on the agenda to provide an update too.

180

181 **X. Additional business brought up by the Conservation Commission**

182 **Phil:** This is to follow up on a comment I made at the last meeting. It's been said certain things
183 in the town are not in our purview but it is according to our state and federal constitution. I was
184 quoted a court case when people looking for information lost the case. I found a recent case
185 with Nashua ruling that people can get information without needing an FOIA. It is spelled out
186 that employees do not have the right to contravene, we have the right to be on the board and
187 part of the committee. No one should be told they need a FOIA. [*Quoted the Town of Hooksett*
188 *Development Regulations (01/2024 version), Section 5. Definitions – Technical Review*
189 *Committee, Page I-9*]. That includes us and we should be entitled to the information. Town staff
190 is more than one person. [*Continued to quote Section 8.03, Page I-12*]. I wanted to clarify this;
191 for example, clear cutting, developers are not getting permission and still doing it.

192 **Cindy:** Ok. Al and John, do you want to give an update about Clay Pond?

193 **Al:** When we got there, saw how the post could easily be removed and taken out of the ground.
194 We called DPW and they were able to help straighten out the pole and drill some holes in it. We
195 put two pieces of rebar through the bottom so that it can't slide out. We used 4 50-pound bags
196 of concrete, and filled the rest with dirt on top. We only did the one side, the other was in there
197 solid. We ran into a neighbor to the property, he was just worried we were vandalizing it. He
198 said he hears the shooting. Went to the shooting range, there are shells but no targets set up.
199 Logs are still there across driveway. Trash is out there if anyone wants to clean up out there.
200 There's still the two locks on it, one is ours and the other is the Fire Department.

201 **JoCarol:** The shooting he hears could be hunters too, that is allowed.

202 **Sheena:** There are a lot of cars that make it out there, it's surprising with the condition of the
203 road. I have a friend that lives out there, we see people walking, and a lot of wildlife, hunters.
204 Hopefully this will be a deterrent.

205 **Al:** I did go to the training that was approved; I have a handout from it. Do we use Nature
206 Groupie?

207 **Cindy:** Yes, we do, we get their emails and they are sent around.

208 **Al:** It is a way to solicit volunteers. It is a large audience, and they have a database to track who
209 signs up. The NH Coverts event was run by UNH Coop Extension, it was a 3-day event, in
210 Greenfield. Took us to different conservation properties with experts to speak with us. We
211 learned about forest conservation techniques, forestry, impacts to wildlife, vernal pools. I
212 recommend it, I was the first person from Hooksett to do this. A covert is a word for a group of
213 trees that wildlife will shelter under. Also, the program was started by people from Connecticut
214 and Vermont (Co-Vert). Wide variety of people, homeowners, etc. In June I can discuss further.
215 I also received maps specific to Hooksett, these are available online.

216 *Showed map of wildlife habitats ranked by importance for Hooksett.*

217 **Phil:** How do you find the website?

218 **Al:** NH GRANIT. I can forward it to be sent out. There are different filters. I can talk further in
219 June. There's another one that shows aquatic habitat; wildlife corridors; contiguous parcels to
220 try to focus on to create corridors, prioritize areas.

221 **Cindy:** Dave Hess did this for us years ago. That is how we decided to prioritize Clay Pond, the
222 Riverwalk area, etc.

223 **Al:** Also we should discuss an up-to-date NRI. We can talk about that in June.

224 **Cindy:** It is very expensive, though. Moosewood Ecological did some properties recently. Our
225 stewardship plans are not that old, though.

226 **Sheena:** Planning Board discussed to bring it up next year to discuss the NRI update. We didn't
227 have the funding or time to include it for this Master Plan adoption. Also, I have a quick item –
228 two weeks ago I did an ocean beach cleanup in Hampton. We recovered 12 Hooksett discs.

229 **John:** We have Stantec coming on Tuesday, June 18th, to Pinnacle Park for waterbars. There
230 won't be chemicals out there to worry about?

231 **Cindy:** Yes it will be untreated.

232 **John:** There was a big tree on the trail as well, near the parking lot, that is dead. I can bring it up
233 to DPW. If it fell it would go across the whole parking lot. People are also dumping brush
234 cuttings in the parking lot. I'll ask DPW about providing a truck for that day too.

235 **Cindy:** Similarly we had someone abutting the Riverwalk Trail complaining about a tree. I did
236 not call Rob at DPW back to get the location, though, John if you could follow up about the
237 person/property in particular on Merrimack Street.

238 **John:** Are you coordinating the Stantec day JoCarol?

239 **JoCarol:** I'll make sure to include you on all of the emails.

240

241 *Discussion ensued regarding bringing a music stand for presenting speeches at, or a tablet*
242 *holder. Consensus that tablet holder would not be needed but music stand would be helpful.*

243

244 ***Motion to adjourn at 5:55 PM made by Sheena Gilbert, seconded by Phil Fitanides. Motion***
245 ***passed.***

246

247

248 Minutes respectfully submitted by Bridgette Grotheer, Community Development.