

TOWN OF NEWMARKET, NH
CONSERVATION COMMISSION

December 10, 2015

7:00 PM Council Chambers

Members Present: Jeff Goldknopf (Chair), Drew Kiefaber (Vice Chair), Andrea Frey (Treasurer), Bob Gazda (alternate), Patrick Reynolds (alternate), and Amy Burns (Town Council Rep - Ex-Officio).

Members Absent: Bruce Fecteau, Marianne Hannagan and Ezra Temko (Planning Board Rep). All excused.

Called to Order: 7:05 PM

Agenda Items:

1. Pledge of Allegiance

2. Roll Call

With the absence of two voting members, the Chair appointed **Bob Gazda** and **Patrick Reynolds** as voting members for this meeting.

3. Public Comments

There were no public comments.

With a speaker present in the audience, the Chair asked to move forward in the agenda to an item under Old/New Business. There was no objection.

8. Old/New Business

Schanda Park Usage Permit Process- Aimee Gigandet: Aimee Gigandet, Assistant Director of the Recreation Department, presented the CC with the proposed new and continuing uses of Schanda Park for 2016. The list is provided as an attached at the end of these minutes. She discussed with the CC the new event planned for 2016: 2K Kayak Convoy. Ms. Gigandet has been working with Peter Sawtell, owner of Seven Rivers Paddling in Durham, to discuss his ideas. The rec kayaks are used for summer camp each year. Also discussed was the proposed 2017 "Celebrate Newmarket" event based on the old Heritage Day. The CC was enthusiastic about the proposal for kayak storage racks for rentals to community members. The meetings to discuss these events/issues will take place on January 25th at the Rec. Dept.: Arts in the Park at 5:00 pm, 2K Kayak Convoy at 6:00 pm, and "Celebrate Newmarket" at 7:00 pm. All are welcome to attend. Several members of the CC were eager to attend this meeting.

The Rec Dept. will be getting a new reservation system online in 3-4 months which has been approved by the TA. Aimee will update the CC when the calendar goes online. The Chair will work to add information to our website and link to the rec calendar. **Patrick Reynolds** mentioned that we also need to update our trail information on the Town website. **Drew Kiefaber** updated some of the facility and park details for Aimee, but more work may be required. She provided the CC with recreation information about reservation systems from local towns in the area.

4. Approval of Minutes

November 12, 2015:

Jeff Goldknopf had a small change that was emailed to the Recorder and is included in the current draft. He read the correction to the members.

Action

Motion: **Drew Kiefaber** moved that the minutes of November 12, 2015 be approved as amended in the draft.

Second: **Andrea Frey**

Vote: Approved 5-0-0

November 12, 2015- Non-Public Session Notes:**Action**

Motion: **Jeff Goldknopf** moved that the Non-Public Notes of November 12, 2015 be approved as drafted.

Second: **Drew Kiefaber**

Vote: Approved 5-0-0

5. Treasurer's Report

Andrea Frey, Treasurer, reported that she has the financial reports for October and November. She deposited a check for \$62.50 for a rain barrel sale. **Jeff Goldknopf** inquired at the Town Hall today about the current use assessment for the golf course. It have been invoiced, but not been paid as yet. Bald Hill assessment is pending.

6. Committee and Subcommittee Reports

Town Council: **Amy Burns** reported that the budget process has been completed by the TC.

7. Chairman's Report

Gravel Pit Permit Renewal – Rosa – Tax Map R, Lot 2: The Chair reported that no one from the CC was able to attend the site walk. The Chair will send Diane Hardy an email to determine the results of the Rosa's petition and inform the CC members.

Definition of Prime Wetlands: The Chair wishes to seek information from the Planning Department about how 'prime wetlands' is defined in the town ordinance for the purposes of land development. He would like to ask for clarification on the standards used for the benefit of the CC and the public. He understands that the original prime wetlands maps were not completed by visiting each and every parcel. Most of the mapping was completed by the use of aerial photographs.

New CC Member Application: The TC has received an application for an alternate position on the CC and we should be notified shortly of any appointment.

8. Old/New Business (continued)

Wiggin Farm-Tuttle Swamp Addendum to the Management Plan: **Jeff Goldknopf**, **Drew Kiefaber**, and **Patrick Reynolds** met with Ellen Snyder, Ibis Wildlife Consulting, regarding a management plan addendum for the Wiggin Farm. She prepared a two page outline for the CC. Her detailed plan components are attached at the end of the minutes on pages 5-6. The Chair will ask Ellen what she believes it might cost to prepare this plan. If the cost is less than \$2,500, we do not have to go out to bid. However, if the plan preparation costs more than \$2,500, the CC would be required to seek bids.

Piscassic-Loiselle Kiosk and the Schanda Park Kiosk: Both kiosks have sustained significant damage and are presently at the town gravel pit. There was discussion about possible repairs measures or replacement.

Drew Kiefaber will check the conditions of the kiosks. The DPW may be able to do the work or have suggestions on repairs. If the DPW can perform the repairs, they would expend funds and bill the CC.

Easement Monitoring Reports: The Piscassic River–Loiselle Conservation Area Report is complete (by **Jeff Goldknopf**) and a copy will go to LCHIP. The Silverman-Schneer report is complete (by **Drew Kiefaber**) and does not need to be submitted to any agency. The Smith-Sisters/Audubon is complete (by **Andrea Frey**) and needs to be submitted to DES and LCHIP. The Wiggan Farm Conservation Area report was completed by Steve Walker of the OEP. The CC received the monitoring report from the SELT for the Hilton Easement along with an invoice for \$150.17. The SELT did not mention anything unusual on the property in the monitoring report.

Action

Motion: **Jeff Goldknopf** moved that the Conservation Commission expend funds in the amount of \$150.17 payable to the SELT for the annual monitoring report on the Hilton Easement.

Second: **Drew Kiefaber**

Vote: Approved 5-0-0

Note: These funds should come out of the contracted funds portion of our budget.

Easement Monitoring Schedule:

The New Roots Farm walk is scheduled for Saturday, December 12 at 9:00 am. **Andrea Frey** and **Drew Kiefaber** will do the monitoring.

Lubberland Creek Update: The Chair has asked Pete Steckler, GIS & Conservation Project Manager from the Nature Conservancy, to attend our next meeting to provide a progress report on the engineering of the Lubberland Creek Culvert Project. If the CC members have questions/concerns, please email them to the Chair and he will pass them along ahead of time.

Amy Burns and the Conservation Commission would like to thank Linked Together for the wonderful snowmen and cards left in the chambers tonight.

Non-Public Session:

A motion to go into non-public session to discuss confidential matters related to real estate, pursuant to RSA 91-A:3, II(c) , was made by **Jeff Goldknopf**, seconded by **Drew Kiefaber**, and approved without discussion 5-0-0.

A motion to end the non-public session was made by **Jeff Goldknopf**, seconded by **Drew Kiefaber**, and approved without discussion 5-0-0.

A motion to seal the minutes of the non-public session was made by **Jeff Goldknopf**, seconded by **Drew Kiefaber**, and approved without discussion 5-0-0.

9. Adjournment

Action

Motion: **Drew Kiefaber** moved to adjourn the meeting.

Second: **Bob Gazda**

Vote: Approved 5-0-0

The meeting was adjourned at 9:15 PM.

The next meeting will be held on Thursday, January 14, 2016.

Respectfully submitted,

Sue Frick, Recording Secretary

Attachments

Proposed Recreation Dept use dates for 2016 of Schanda Park

Arts in the Park - Summer Concert Series - 2016:

Tuesdays Evenings, June 14, 21, 28, July 5, 12, 19, 26, August 2, 9, 16, 23, 30,
6:00pm – 8:30pm (on following Tuesdays)

1st 2016 Planning meeting January 25th 5pm at Recreation Department.

NEW! 2K Kayak Convoy 2016

Saturday – Exact Date/Times TBA (still in planning stage)

NOTE: Event date and times will be based on tides – so may change annually

1st 2016 Planning meeting January 25th 6pm at Recreation Department.

Annual Halloween Haunt 2016:

Saturday, October 29, 2016

8:00am – 8:00pm

NEW! Celebrate Newmarket – NOT UNTIL - 2017!

Saturday – Exact Date/Times TBA (still in planning stage)

1st 2017 Planning meeting January 25th 7pm at Recreation Department.

Lastly ☺ Kayak Storage Rack (10 – 20 Kayaks)

– Request to Place –

Kayak Storage Rack on premises to enable the
Recreation Department to rent out kayaks to public during summer months.

Still researching sizes, pricing, location, etc...

**Wiggin Farm Conservation Area, Newmarket, NH
Natural Resources Management Plan – 2015 Update
Proposed Content**

- Property was formerly known as the Grapevine Hill/Tuttle Swamp Conservation Area
- Property Location: Tax Map R6, Lots 21, 21-A, 21-B, 21-1; Grant Road

Plan Update Components:

A. Property Description

- Ownership history (Wiggin family)
- Update 21-A ownership status
- Update general description of property

B. Stewardship and Management Goals

- Review with Conservation Commission and update as needed

C. Existing Conditions

- Landscape setting – conserved lands, Tuttle Swamp Management Plan (by TNC), trail connectivity
- Habitat management 2005-2015
- Environmental health – invasive species, monitoring wells, other
- Infrastructure: parking, public uses, kiosk, bridge, trails, gates, signs

D. Stewardship and Monitoring

- Easement monitoring protocol
- Summary of monitoring reports 2005-2015
- Any research, biological monitoring

E. Management Recommendations

- General stewardship and monitoring
- Habitat management, including invasives
- Public uses/trails
- Education/Interpretive info

Maps

- Locus map – conserved lands, subwatershed boundary, trails, roads
- Aerial photo of property
- Recreation map – public access, uses, trails, parking, gates, kiosk
- Habitat management and key ecological features

Appendices

- Current report from NH Natural Heritage Bureau
- Copy of sample monitoring report
- Any relevant reports, documents

Deliverables

- Two meetings with Conservation Commission
- Digital copy of all plan update documents and data
- Two hard copies of the Plan and attachments: one in three ring binder, one available for making copies

To be provided by the Conservation Commission

- Permission to obtain report from the NH Natural Heritage Bureau
- Any existing GIS or GPS data including trail routes
- Existing reports and correspondence – provided digitally
- Access to records and copying at Newmarket Town Hall