

HOLLIS CONSERVATION COMMISSION

Minutes of Public Meeting

November 17, 2021

Approved December 1, 2021

Regular Members: Tom Dufresne, Thomas Davies, Paul Edmunds, Joe Connelly,
Alternate Members: Karen Bridgeo, James Plummer, Bernadette McQuilkin
Staff: Connie Cain
Guest: William Moseley, Planning Board Chair

The meeting was called to order at 7:01 pm. T. Dufresne reminded members that meetings are being recorded and the recording will be posted to the Town's livestream service.

T. Dufresne appointed J. Plummer to vote in LeeAnn Wolff's absence, K. Bridgeo to vote for Jonathan Bruneau, and B. McQuilkin for Mark Post.

BOARD & COMMITTEE UPDATES

Planning Board – William Moseley

The Planning Board (PB) met on Tuesday, November 16, 2021 to hear 4 cases.

- 1.) Ground Mount Solar Energy System, Laura J. Gargasz 2005 Revoc Trust, 109 North Pepperell Road, MBLU 007-048
Neither the owner nor their representative attended, which was unfortunate as the PB had additional questions for them. The proposed location is within the wetlands and there are some concerns. They will also need to receive approval from the HCC.
- 2.) Design Review, proposed Amendment to the Federal Hill Estates subdivision, Lorenzo Lane, MBLU 029-002
Raisanen Homes Elite LLC has proposed purchasing an abutting 18.7 acre parcel and adding 3 house lots to the end of the approved Lorenzo Lane, along with a lot line relocation to accommodate the new lots. A site walk will be conducted on Saturday, December 4, 2021 at 8:30 am; HCC members are welcome to attend. B. McQuilkin asked about the impact to the existing open space lot; W. Moseley confirmed that the Lorenzo Lane extension will be going through a portion of the open space for access.
- 3.) Lot Line Relocation, Austin Lane, MBLU 012-017-004 & 012-017-005
The Lot Line Relocation was approved, and will make the two lots more uniform in size and appearance.
- 4.) Conceptual Review, Proposed Subdivision, Orde Gravel Pit Site, MBLU 009-051 and others
A plan has been submitted, proposing either a traditional or HOSPD proposal. At this time, the number of house lots has not been determined, as it will be based on the plan type. There is some concern due to the proximity of the Nashua on the southeasterly boundary, and the previous use of the property as a gravel pit. This was the first time seen by the PB. A site walk will be held on Saturday, December 4, 2021 at the conclusion of the Lorenzo Lane walk. The PB will be holding a work session on Tuesday, November 30, 2021 to work on the Master Plan updates, possible changes to Drainage Regulations and 2022 Proposed Ordinance Changes.

The HCC's letter regarding Witches Brook and the brook trout has been received by the PB.

The HCC thanked Mr. Moseley wholeheartedly for his continuing attendance at their meetings. His commitment in keeping the HCC informed of the PB's doings is very much appreciated.

As of meeting time, with the absence of the Selectboard Representative, there were no Selectboard updates, and no additional Treasurer's Report for the month. C. Cain noted that the next Selectboard meeting is scheduled for Monday, November 22, 2021.

NEW/CONTINUING BUSINESS

HCC Digitization Project – Karen Bridgeo

K. Bridgeo felt it was very important to digitize all of the HCC's data and maintain the responsibilities on a calendar for continuity purposes; to this end, she felt a mission statement was necessary. K. Bridgeo asked members for their input on the project, and how they perceived the individually.

J. Connelly – he felt this was a good idea, and would allow for easier record retention and review. These records not only show what the HCC has done, and how these purchases and projects impact Hollis now and in the future. The world is going electronic, and this provides a mechanism to make it easier not to overlook items that may have slipped by in the

past. He felt it is a great thing to do, it may take a while to great up to speed, but start now and within a year, we'll be rolling along.

T. Dufresne – a lot of institutional knowledge has been lost over the years, and for those remaining, they need to get it out and on some permanent record. This is the first step in retaining some of that knowledge, and will go a long way to providing that information for future members. He applauded K. Bridgeo's efforts to preserving that knowledge.

T. Davies – agreed, and this project will continue to protect these properties, as there will be an organized way of tracking easements and restrictions, and ensuring property details are tracked.

K. Bridgeo felt that a consensus of the HCC should be in place to make the digitization project official. J. Connelly felt there should be a champion in this matter, and K. Bridgeo is the person to kick this off.

J. Connelly motioned that the HCC support K. Bridgeo in this effort to provide digitization of the HCC records and create an automated calendar system. K. Bridgeo amended this to be "Data Migration and Management Processes to Digital Platforms" project. This encapsulates all that is being attempted at this time; seconded by P. Edmunds. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The motion to support this project was approved by a vote of 7-0-0.

Discussion of the data digitization ensued. Based on estimated costs provided by Dawn Desaulniers, IT Director, and of review of existing files by K. Bridgeo and C. Cain, it is felt that it will not cost as much as originally thought to digitize files.

T. Dufresne motioned to allow K. Bridgeo to expend up to \$1000 to scan and digitize the HCC property records as previously discussed; seconded by P. Edmunds. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly and J. Plummer; none opposed, and K. Bridgeo abstained. The motion to expend funds was approved by a vote of 6-0-0.

If additional funds are needed to complete the digitization, a new motion and approval will be necessary.

Ludwig Siergiewicz Farm Parking Area, Northern end of Mooar Hill Road – Tom Dufresne

Aaron Fyfe had been hired to place gravel in a cleared area of the Ludwig Siergiewicz Farm property for a parking area; this had been approved at the July 21, 2021 meeting. This project took more gravel than had been originally estimated, and his invoice has been received for \$1200.

T. Dufresne motioned to approve the expenditure of \$1200.00 as payment to Aaron Fyfe of Fyfe Tree Services for services described; seconded by P. Edmunds. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The motion to expend funds was approved by a vote of 7-0-0.

Town Reports

T. Dufresne noted that M. Post will be composing the HCC 2021 Town Report as HCC Secretary. J. Connelly has been tasked with updating the 10-year Report for inclusion in the 2021 Town Report, and should have a draft ready by the December 1, 2021 meeting.

Amherst Conservation Commission Meeting – Thomas Davies and Joe Connelly

Both T. Davies and J. Connelly attended the November 10, 2021 meeting of the Amherst Conservation Commission as representatives of the HCC, and were invited to speak at the meeting. Both communities have many of the same issues, however, Amherst does not have a trail commission and the Conservation Commission is in charge of trail creation and maintenance throughout Amherst. One question asked of the Hollis representatives was how Hollis determines that any offer made to purchase property comes in under fair market value, and both discussed Hollis' processes and factors reviewed. T. Davies and J. Connelly stated that while the Amherst Conservation Commission is a bit more formal than Hollis, both Commissions have much in common and would like to continue to work together towards their common interests. T. Davies stated that he had also passed on the Witches Brook and brook trout letter, given to the Hollis PB, to the Amherst Conservation Commission, as both communities share Witches Brook as a boundary.

Potential Grant Opportunities – Bernadette McQuilkin

B. McQuilkin has continued her research into available grants, and felt that a subscription to the Foundation Center database may be a worthwhile expenditure. The cost is \$50.00 per month, which could be cancelled after a suitable grant program was found. She felt that smaller grants may be more appropriate for most projects, such as endangered species identification and reporting, etc. Larger grants might be difficult to implement with limited manpower but could be

tackled depending on the wishes of HCC. Most grants would be matching, but would be able to offset some of the costs; she just needs to know what the HCC would like look into for potential grants.

T. Davies felt that a good project would be to see if any funds would be available for the digitization project. C. Cain felt that management plans created may also qualify for potential grant funds. B. McQuilkin also noted that a specialist has been mentioned for possible wildlife consultation, this could also be a grant project. Laura Bianco has also recently introduced her to the Wild & Scenic Rivers program for a potential grant for signage.

J. Plummer asked if a list of potential grant projects could be added to the HCC's Google Drive with the digitized data, so that everyone can stay informed on the progress. All members in favor of adding information.

P. Edmunds motioned to expend up to \$100 for the Grant Database subscription. This was amended by T. Dufresne to \$200 for the subscription. All members in favor of the amendment; with J. Plummer seconding the motion. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The motion to support this project was approved by a vote of 7-0-0.

Annual NH Association of Conservation Commissions Conference

The Conference was held earlier this month, with T. Dufresne, K. Bridgeo and B. McQuilkin attending virtually. T. Dufresne had issues with connecting to the conference and after 20 +/- minutes, was not able to view presentations. B. McQuilkin attended 2 sessions, but the links provided for an additional free session did not work. K. Bridgeo was able to attend sessions, but felt that some sessions may be available as a recording on the NHACC website.

December 1, 2021 Meeting

Revision Energy has been tentatively slated to attend the meeting for the Gargas Ground Mount Solar Energy System as mentioned in the Planning Board update. C. Cain has not yet received plans or other information required to date. This was requested no later than today.

Any items discussed in Non-Public session requiring a vote will be addressed at the December 1, 2021 meeting.

MINUTES

T. Dufresne made the motion to accept the public minutes of the November 3, 2021 meeting as written; seconded by K. Bridgeo. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The motion to approve the public minutes passed by a vote of 7-0-0.

T. Dufresne made the motion to accept the non-public minutes of the November 3, 2021 meeting as written and to keep them sealed until voted to release; seconded by P. Edmunds. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The motion to approve the non-public minutes passed by a vote of 7-0-0.

NON-PUBLIC SESSION

T. Dufresne motioned to enter into Non-Public session to discuss potential land acquisitions under RSA 91-A:3, II (d); seconded by P. Edmunds. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The HCC entered into Non-Public Session at 7:41 pm by a vote of 7-0-0.

RETURN TO PUBLIC SESSION

T. Dufresne motioned to conclude the Non-Public session and to keep the minutes sealed until voted by the HCC to release, seconded by K. Bridgeo. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The HCC concluded Non-Public Session at 8:15 pm by a vote of 7-0-0.

ADJOURNMENT

T. Dufresne motioned to adjourn the meeting, seconded by T. Davies. Voting in favor were T. Dufresne, T. Davies, P. Edmunds, J. Connelly, K. Bridgeo and J. Plummer; none opposed or abstained. The meeting adjourned at 8:16 pm by a vote of 7-0-0.

Respectfully submitted,
Connie Cain,
Staff