

HOLLIS CONSERVATION COMMISSION

Minutes of Meeting

December 6, 2017

Approved January 3, 2017

Members Present: Tom Dufresne, Thomas Davies, LeeAnn Wolff, Cathy Hoffman, Mark Post, Jonathan Bruneau;
Alternate Members Joe Connelly, Cheryl Quaine;
Board of Selectmen: Peter Band, BOS Liaison;
Staff: Connie Cain;
Guests & Attendees: Peter Baker; Sharon Howe; Laurie Harris; Kyle Gillis, Recreation Director; Kevin Anderson, Meridian Land Services.

T. Dufresne called the meeting to order at 7:01 pm.

PUBLIC HEARING, L & H TRUST CONSERVATION EASEMENT

Under RSA 36-A, 5, the Hollis Conservation Commission is holding a public hearing in order to expend Conservation Commission funds of \$100,000 towards the purchase of a Conservation Easement on property owned by the L & H Trust, Sharon Howe, Trustee, on Ranger Road, and identified as MBLU 026-026 and 026-080. The conservation easement consists of 39.14 acres. T. Dufresne opened the public hearing for comments from the public against the expenditure; there were none. T. Dufresne then opened the floor for public comment for the expenditure.

P. Baker, former HCC & Land Protection Study Committee member, spoke in support of the easement, and related that Ms. Howe had sought the grant funding which made the easement possible. He thanked Ms. Howe for her support and help during the process. Both T. Dufresne and P. Band also proffered their thanks to both Ms. Howe and P. Baker for working diligently to make the Conservation Easement a reality. T. Dufresne and P. Band jointly stated that, should the HCC vote to approve the expenditure, this information will be relayed to the USDA Natural Resources Conservation Service (NRCS), and it should then take approximately 3 weeks to close on the easement. P. Baker asked if all procedural steps have been taken; P. Band stated yes, all terms and conditions have been settled, and all parties are in agreement with the final documents.

With no further public comments, T. Dufresne made the motion to approve expenditure of \$100,000 towards the purchase of the Conservation Easement, as referenced above; seconded by L. Wolff. All members in favor, none opposed, and the motion carried by a vote of 8-0-0. T. Dufresne will inform Kim Galipeau, Town Administrator, of the vote, and she will move forward with the process.

(Peter Baker, Sharon Howe, and Laurie Harris left the meeting at 7:08 pm.)

T. Dufresne declared the public hearing portion of the meeting closed at 7:09 pm.

WETLAND BUFFER IMPACT, 19 FLAGG RD SUBDIVISION, MBLU 007-045

Kevin Anderson of Meridian Land Service explained that he was substituting for Randy Haight, who was unavailable due to a family emergency. He presented a revised plan, based on request of Mark Fougere, Town Planner, made during the December 2, 2017 site walk of the property.

K. Anderson explained that while there are no major changes, the wetlands buffer disturbances are due to meet Stormwater regulations; this area is approximately 19,000 square feet. The plan shows the revisions to the driveway placement as per the site walk. J. Bruneau asked about the driveway crossing; K. Anderson stated that it will be a bridged crossing so that no construction will take place in the wetlands. Retaining walls may be necessary, and the construction will be in the wetlands buffer right up to the point where the actual wetlands begin. To date, there is no final bridge design; Dennis LaBombarde is the designer.

J. Bruneau commented that he did not understand how the wetland buffer impact area could be determined without a final footprint of the relocated driveway; K. Anderson stated that the drainage calculations could not be completed due to the recent changes in the driveway design. J. Bruneau asked why the HCC was not getting the final plans to make the recommendation. C. Hoffman stated that Mark Fougere had asked for the driveway and other changes to be made this past Saturday. P. Band asked if the presentation was being made to receive a consensus of the HCC. C. Hoffman stated

that the Planning Board (PB) has requested a recommendation from the HCC due to the wetland buffer impact. This is why the PB invited the HCC to the site walk, which was well attended, and she thanked members for attending.

P. Band asked if it would be appropriate to give a conditional okay if the plan appears to meet the intent. T. Dufresne stated that he had walked the property, this is not a major subdivision, just one additional lot; however, he does not want to minimize the impact to the wetlands buffer. Some confusion occurred during the initial presentation by Randy Haight as this focused on the wetlands impact, not the wetlands buffer. The Zoning Board of Adjustment (ZBA) gave a variance to 85 square feet of the wetlands buffer being part of the building box. The wetlands buffer area has the greater impact, and this was not part of the original discussion; T. Dufresne stated that he should have noticed the buffer impact sooner than he did.

During the site walk, T. Dufresne felt that this area was not really wetlands, more of a seasonally wet area consisting of scrubby overgrowth; he felt that after two to three years, any impact would not be visible. K. Anderson stated that while the final buffer impact disturbance is not known, he is reasonably sure that the area will calculate to something less than that shown on the plan, and feels the present number is somewhat inflated. The HCC will discuss the letter that J. Bruneau created after the site walk, and the information discussed this evening, and will forward a recommendation to the PB prior to their meeting on December 19, 2017.

(Kevin Anderson left the meeting at 7:26 pm.)

RECREATIONAL FIELDS UPDATE

T. Dufresne informed members that the Phase I Environmental Studies have been received for both the South Merrimack Road and the other property in the south part of Town currently under negotiation. Neither property appears to have issues. Town Attorney William Drescher has requested an updated property appraisal on the South Merrimack Road property.

M. Post motioned to approve an expenditure of \$1500 to \$2000 for an updated property appraisal to be conducted on the South Merrimack Road property, as requested by the Town Attorney; seconded by C. Hoffman. All members in favor, none opposed, and the motion carried by a vote of 8-0-0.

K. Gillis was present to discuss proposed field and parking area draft plan for the South Merrimack Road property; there will be parking for 100 +cars and two practice fields approximately the same size as a girl's lacrosse field each. He will be contacting the abutters if the purchase is approved, so that they are aware of the plans for the property. K. Gillis noted that if the property purchase is not completed, the Recreation Commission will be revisiting the Stefanowicz Farm property as the possible field location. T. Davies stated that the HCC recommendation should not be undervalued. T. Dufresne is well respected in the community, and that the location is much better than the original field proposal.

(K. Gillis left the meeting at 7:34 pm)

BOARD & COMMITTEE UPDATES

BOARD OF SELECTMEN – Peter Band

The first review with the Budget Committee on the proposed Warrant Articles will be during the Monday, December 11, 2017 meeting. Among those proposed Warrant Articles will be the Nashua River Wild & Scenic River recommendation, and the South Merrimack Road land purchase.

PLANNING BOARD – Cathy Hoffman

C. Hoffman again thanked members who were able to attend the Flagg Road property site walk. She further explained that the ZBA had approved the building box, as revised, and a variance was granted. The buffer area is not included in that discussion or variance. The building box is necessary to show that there is enough contiguous land available on a lot to build upon. Discussion of revised plan and notes, length of driveway, and other related matters.

C. Quaine felt that the HCC should not be in the business of declaring high or low wetland values. If the HCC were to recommend plan for approval, it should be because they have created a mitigation plan for the wetlands. T. Dufresne noted that J. Bruneau had emailed a draft letter to all HCC members; this letter also defines the vegetation placement that the HCC will include as part of their recommendation to the Planning Board. J. Bruneau felt that the HCC is in the business of protecting wetlands and the wetlands buffers. C. Quaine again reiterated the mitigation plan, and felt important to make clear that the recommendation is based on the mitigation plan, nothing else. T. Davies felt that the

118 clarification is appropriate, thanked newer members for their input and expertise. C. Quaine was aware that the
119 preliminary plans presented this evening were drafts; she expects to see the final plans when they are completed. T.
120 Dufresne felt that asking for more specific items leads to less issues down the road. T. Davies suggested that both the
121 Town site inspector Reggie Ouellette, and Town Engineer Dennis LaBombarde be invited to attend a HCC meeting to
122 discuss the concerns that the HCC has with potential construction in wetlands and wetlands buffers. C. Hoffman stated
123 that the best thing to do would be to attend a PB meeting to ask questions, as they are paid hourly and the HCC may
124 have to pay for the attendance at a meeting. T. Dufresne will discuss with Kim Galipeau, Town Administrator.
125

126 *WILD & SCENIC RIVER STUDY COMMITTEE – LeeAnn Wolff*

127 The draft Warrant Article is to be presented to the BOS on Monday, December 11, 2017. C. Cain relayed that Kim
128 Galipeau recommended that T. Dufresne, L. Wolff and Drew Kellner of the Brookline Conservation Commission, be in
129 attendance to answer questions that may come up. L. Wolff asked if the BOS needs a specific recommendation from
130 the HCC or the WSRSC. The actual Draft Stewardship Plan is to be signed, still in draft form, but there is still time to
131 add language for the Hollis section. C. Quaine will look into any species listed on the Federal and State wildlife
132 endangered list. P. Band suggested having Kim Galipeau review the draft for the BOS and she can present her findings,
133 as part of the procedure for BOS to approve. Discussion commenced regarding items to be included. Target date for
134 final draft is prior to March 2018 Town Meetings for Brookline and Hollis.
135

136 *HCC-AG STEFANOWICZ FARM WORKGROUP – Mark Post*

137 M. Post stated that he had met with Town Attorney William Drescher on the criteria on the ranking of bids received,
138 which was helpful. The next workgroup meeting is scheduled for Thursday, December 14, 2017 at noon in the
139 Community Room.
140

141 There was no Treasurer's Report available at meeting time.
142

143 **NON PUBLIC MINUTES TO BE RELEASED**

144 As per discussion at the last meeting, the following non-public minutes were emailed to members for review and vote
145 to release into the public realm:

146 March 5, 2008	April 18, 2012	June 6, 2012	June 20, 2012
147 December 5, 2012	February 19, 2014	November 5, 2014	July 15, 2015
148 August 19, 2015	September 2, 2015	September 16, 2015	October 7, 2015
149 October 7, 2015	October 21, 2015	November 4, 2015	November 18, 2015
150 December 2, 2015	December 16, 2015	January 20, 2016	March 2, 2016

151 T. Dufresne motioned to release the minutes listed above from Non-Public into Public; seconded by J. Connelly. All
152 members in favor, none opposed, and the motioned carried by a vote of 8-0-0. C. Cain will update these minutes with
153 the release date, and enter into the HCC public minutes binder.
154

155 **NON-PUBLIC SESSION**

156 T. Dufresne motioned to enter into non-public session for the consideration of matters, which, if discussed in public,
157 would likely affect adversely the reputation of any person, per RSA 91-A:3, II (c); seconded by T. Davies. All members
158 in favor, none opposed, and the motion carried 8-0-0. The HCC entered Non-Public session at 8:15 pm.
159

160 **RETURN TO PUBLIC SESSION**

161 T. Dufresne motioned to return to public session and to keep the minutes sealed under RSA 91-A:3, III; seconded by
162 T. Davies. All members in favor, none opposed. The motion to return to public session carried 8-0-0, and the minutes
163 were sealed. The HCC returned to public session at 8:24 pm.
164

165 **OTHER BUSINESS**

166 T. Dufresne received a copy of a notice for Zoning Amendment Changes for 2018, and had a question regarding the
167 removal of several lines under Section VIII, Definitions, Structure and/or Building. C. Cain and C. Hoffman explained
168 that these lines were voted to add to the ordinance in 2017, which allowed for any structure under 120 square feet in
169 size to be considered exempt from having to file for a building permit but still needed to meet building setback
170 requirements and other items. C. Cain stated that this 2017 ordinance change has led to multiple issues with all of
171 Town Hall staff, but in her case, lead to disproportionality in assessments and other factors that affect property value.
172

173 M. Post suggested that the HCC have a discussion in regards to the future plans for the Stefanowicz Farm house, and
174 possibly make a recommendation to the BOS on its use. It may impact the leasing area available under the 25-year
175 lease and it should be decided prior to making the lease document available to potential bidders. Some discussion

176 ensued about the future use of the property, the house lot portion, and pros and cons to both leaving the house as is,
177 subdividing the house and lot out and selling, or demolishing.

178
179 **MEETING SCHEDULE**

180 T. Dufresne discussed the upcoming meeting schedule, as follows:

181 December 20, 2017. After some discussion, T. Dufresne motioned to cancel the December 20, 2017 meeting, L. Wolff
182 seconded. All members in favor, none opposed, and the motion carried by a vote of 8-0-0.

183
184 January 3, 2018. After discussion, members agreed that meeting should be held as scheduled as there are multiple
185 items ongoing that are time sensitive.

186
187 The February 7, 2018 meeting will be discussed closer to the date. The HCC does not have a meeting space at this time;
188 the Budget Committee will be holding a public hearing on the proposed 2018 budget in the Community Room on that
189 date.

190
191 **MINUTES**

192 T. Dufresne motioned to accept the public minutes of the November 15, 2017 meeting as presented; seconded by J.
193 Bruneau. All members in favor, none opposed, and the minutes were approved by a vote of 8-0-0.

194
195 T. Dufresne motioned to accept the non-public minutes of the November 15, 2017 meeting as presented and to keep
196 them sealed; seconded by J. Bruneau. All members in favor, none opposed, and the minutes were approved and kept
197 sealed by a vote of 8-0-0.

198
199 **ADJOURNMENT**

200 T. Davies motioned to adjourn the meeting, seconded by J. Bruneau. All members in favor, none opposed and the
201 meeting was adjourned at 8:40 pm.

202
203 Respectfully submitted,

204
205 Connie Cain
206 Staff