

**Atkinson Conservation Commission Minutes  
Wednesday, March 23, 2022, 7:00 PM  
Atkinson Town Hall**

Approved April 27, 2022

**Members Present:**

Paul Wainwright, Chair  
Bill Steele, Vice Chair  
Jeff Nenart  
John Fournier  
Suzie Newman  
Hannah Fried, Alternate, not voting

**Others Present:**

Arianna Spear, Rockingham County Conservation District, via Zoom with a telephone connection for audio.

**Members on Zoom but not participating (see note, below):**

Pete McVay, Secretary via Zoom  
Scott Kukshtel, via Zoom  
Monique Chretien, Alternate, via Zoom  
Denise Legault, Alternate, via Zoom

**1. Call to Order, and Attendance:**

Chair Paul Wainwright called the meeting to order in person at Atkinson Town Hall at 7:05PM on Wednesday, March 23<sup>rd</sup>, 2022. Chair Wainwright took attendance and all members are present although some Members are attending virtually through Zoom.

*[Editor's note: due to the inability to hear the members who were attending by Zoom, the opinion of attorney Stephen Buckley at the NH Municipal Association is that they were not "in attendance" since they could not fully participate contemporaneously in the meeting. The above attendance list has been edited to reflect that, and the votes taken during the meeting have been adjusted to exclude those who used hand signals to vote via Zoom.]*

Chair Wainwright stated that the Sawyer parking area project will not be discussed this evening as it appears the Lions Club has lost interest in the endeavor for the time being. Chair Wainwright continued that the composting toilets project at the Collins Park fields will also not be discussed this evening either because Noriko Yoshida-Travers decided it would not be pursued due to the extravagant costs associated with the project.

## 2. Review and approval of minutes:

### a. February 23, 2022 Public

Chair Wainwright presented the minutes of the February 23, 2022 public meeting and asked for comments or corrections, Member Nenart noted one numerical error, Member Newman noted one point of clarification.

**Member Nenart made a motion to approve the meeting minutes of the February 23, 2022 public session of the Atkinson Conservation Commission, as amended above. Member Newman seconded the motion. Vote: 5/0/0**

### b. February 23, 2022 Non-public

Chair Wainwright presented the minutes of the February 23, 2022 Non-public meeting and asked for comments or corrections, there were none. Chair Wainwright stated that he omitted the words “Non-Public” from the header and footer and stated that he would correct this.

**Member Fournier made a motion to approve the meeting minutes of the February 23, 2022 Non-public session of the Atkinson Conservation Commission, as amended above. Member Newman seconded the motion. Vote: 5/0/0**

## 3. Approval of Amendments to By-laws (Previously Distributed)

Chair Wainwright stated that he sent out the By-laws with the updates discussed at the last meeting and asked the Commission if there were any further comments, there were none. Chair Wainwright continued that the Commission never made a motion to amend the By-laws so they will need to do so before approving the amendments.

**Member Nenart made a motion to amend the Atkinson Conservation Commission By-laws as stated in the most recent revision. Vice Chair Steele seconded the motion. Vote: 5/0/0**

## 4. Treasurer's report:

Chair Wainwright produced the latest Treasurer's report and stated that the only charges in the last month were to pay the Recording Clerk and to pay a recording fee at the Registry of Deeds for the conservation easement donated on Industrial Way. Chair Wainwright continued that he has received the bill for Barry Conservation Camp to be able to send Boy Scout Jake Martineau, but he will

hold the bill until May to ensure the Camp will actually be staffed and operational this Summer.

## **5. The “Worden Report”**

### **a. ADA-Compliant Trail – ARPA Funding Request Being Considered**

Chair Wainwright congratulated Selectmen Liaison Bob Worden for his new role as Chair of the Board of Selectmen. Mr. Worden stated that the Board of Selectmen has also hired a new Town Administrator, and the Board is excited about moving forward with the new management team. Mr. Worden continued that the Town passed the operating budget at the last election, however, the ten percent rule came into play. Chair Wainwright stated that what the ten percent rule means is that for each of the warrant articles that have money attached to them, the Town may not pass more than ten percent over what the original budget was; if the Town exceeds this amount, they must work backwards from the last warrant and cut funds until the ten percent rule has not been exceeded. Mr. Worden stated that the Board was aware of this rule while selecting the order of warrant articles in an effort to choose the less critical warrant articles to be affected if the ten percent rule does come into play. Mr. Worden continued that the road shim & overlay was one of the warrant articles that lost some funding but most of the roads will still be done this year to stay on track with the Town road ten-year plan. Mr. Worden stated that the ADA-compliant trail is still on the list for American Rescue Plan Act (ARPA) funding and will still happen but the first priorities remain with life-safety projects such as the fire department.

## **6. RCCD Proposal for Invasive Plant Mitigation – Arianna Spear**

Chair Wainwright introduced Arianna Spear of the Rockingham County Conservation District (RCCD) to speak about plans for invasive plant mitigation efforts at the Sawyer Town Forest. Ms. Spear stated that last year, seven acres of Town land were treated for invasive plant mitigation. Ms. Spear continued that the RCCD is proposing to treat eight acres of Town land this year. She stated that the first step is to conduct a “cut stump” application which includes cutting any large vines and any invasive plants above ten feet. Chair Wainwright asked if any volunteerism would be needed for the cut stump application. Ms. Spear stated that volunteers may be needed although the RCCD will likely have a staff of interns that can help as well.

Chair Wainwright asked if there would be any spot treatments of the areas that were treated last year where invasive plants may have survived. Ms. Spear stated that there would most likely be some restarts of invasive plants in those areas, and the RCCD could look into re-treatments if the Commission wished to do so; the Commission could opt to re-treat last year’s areas instead of conducting the cut stump application on this year’s areas. Chair Wainwright stated that he would probably prefer the re-treatment rather than the cut stump

application. Chair Wainwright stated that the budget for this year's invasive mitigation work is \$8,088.00 which is the balance from the last year's warrant article which raised and appropriated a total of \$19,000.00 from the Forest Maintenance Fund.

**Vice Chair Steele made a motion to approve the proposal from the Rockingham County Conservation District to do a treatment of invasive plants, totaling \$8,088.00. Member Newman seconded the motion. Vote: 5/0/0.**

#### **7. Land Conservation Plan Update: Hire Julie LaBranche – Paul, Bill & Scott**

Chair Wainwright stated that during the last meeting there was a motion made and approved to spend the \$2,000.00 from the Comedy Night fundraiser to hire Julie LaBranche to assist with completing the Land Conservation Plan. Chair Wainwright continued that since last meeting, he has ceased working with the Rockingham Planning Commission (RPC) since they agree that the remainder of the work to be done on this plan needs to be originated by the Commission and custom tailored to the Town. Chair Wainwright stated that he wrote a letter to Tim Roche, the Executive Director of the RPC relieving them of their responsibility for completing task #5. A copy of that letter is attached to these minutes.

Chair Wainwright produced the Letter of Agreement with Julie LaBranche, which outlines the tasks that need to be completed before the plan can be finalized. Chair Wainwright read from the tasks, which include reviewing the content of the current draft plan to identify sections and content needing clarification or additional material. Julie has stated that the draft plan lacks a clear set of goals, and she will help us clarify these and make them consistent throughout the plan. Chair Wainwright continued that another task will be to collaborate and provide guidance on two topics: 1) how to better enunciate and document the conservation priorities that are important to Atkinson, and 2) how to better understand the results of co-occurrence maps and how to document those results in a way that conveys them in a meaningful way to the average reader. The Commission had a discussion on when they would be able to meet to collaborate on the aforementioned tasks.

#### **8. Pollinator Event April 9 – Publicity? Cons Comm Table? - Suzie**

Member Newman stated that the publicity for this event is going well, and thus far has been primarily on Facebook, but she is working with the school to see if they will make a flyer for the event. Member Newman stated that she will write a blurb and send it to Chair Wainwright for inclusion in the Town newsletter. Member Newman stated that this is shaping up to be another great event, and Member Chretien secured some donated tickets to The Butterfly Place in Westford, Massachusetts, which can be raffled off along with other items such as a

hummingbird feeder, a solitary beehive, and a bat house. Member Newman continued that the Girl Scouts have also been working on a pollinator presentation. Member Newman also gave a big thank you to the Boy Scouts for their help preparing the milkweed pods for this event. Chair Wainwright stated, for the Cons Comm Info Table, that the Commission Members would be available for discussion, and that Member Fournier is also working on a few presentation slides that can be displayed, rather than handouts, to save paper. The Commission had a brief discussion about the content of the Cons Comm Info Table.

## 9. Short Reports & Discussions:

### a. Trails, Maps, and UNH *Trail Finder* – Dennis

Chair Wainwright stated that Member Krause submitted the Town trails to the UNH GIS program called *Trail Finder* and they are now included in that program.

### b. Boy Scouts: Barry Camp, Service Projects? – Bill

Vice Chair Steele stated that he has not had a chance to get a rough estimate for amount of clean sand needed to fill the Sawyer homestead well but he sent an email to the Scout Master about getting some Boy Scout service project opportunities, and he is waiting to hear back.

### c. Pack 95 Duck Box Project: Update? – Suzie & Bill

Member Newman stated that there have been no donations of posts for these duck boxes, so she began to research the cost for stop-sign posts, and they are about \$40.00 per post. Member Newman agreed to reach out to the Road Agent, Matt Sullivan to find out where and how these posts can be purchased, and stated that she would need a motion to expend these funds.

**Member Nenart made a motion to authorize Member Newman to spend up to \$160.00 to purchased sign posts for the duck boxes. Member Fournier seconded the motion. Vote: 5/0/0**

### d. Selective Cut on Stickney – No Progress

Chair Wainwright stated that he spoke with Consulting Forester Charlie Moreno this week, and he was still working on securing the State DoT permit to travel along the Route 111 right-of-way to reach the eastern portion of the Stickney land. Chair Wainwright continued that Mr. Moreno is now attempting to get a DoT employee to come out and view the property, and explain to him/her what the Town would like to do in order to encourage permit approval.

### e. Birding with Matt Tarr May 21 – Publicity? Registration? - John

Chair Wainwright asked how the Commission should set up the registration for this event. Member Fournier stated that the Commission should utilize Nature Groupie for registration after publicizing the event to

Town residents first. Chair Wainwright stated that the Commission should ensure this is publicized to Atkinson residents before being publicized to the wider audience to ensure residents have a chance to attend if they'd like.

f. Invasive Plant Identification Workshop with Greg Jordan – June 18

Chair Wainwright stated that he hasn't given much thought to this event but it will be publicized in the April Town newsletter.

g. Encroachment: Map 23 Lot 37-1 – Site Walk?

Chair Wainwright stated that he still has not received the documentation from the surveyor, but he has gone to see where the stakes were placed and the homeowner's fence does indeed lie partly on conservation land. Chair Wainwright continued that he'd like to conduct a site walk with Commission Members to view the encroachment and make recommendations on next steps. The Commission had a discussion on when to conduct this site walk, and the date of Saturday, April 16 was selected.

h. Native American Acknowledgement Proposal - Denise

Chair Wainwright stated that Members Legault & McVay wanted to discuss acknowledging the fact that the Town lies on Native American land. Using a telephone connection, Member Legault stated that her proposed land recognition statement is created by the Indigenous New Hampshire Collaborative Collective (INHCC) in consultation with local tribal leaders. Member Legault continued that, at this time, the INHCC are fighting the invisibility of indigenous people in the State of New Hampshire, and they are calling on organizations to adopt the following statement or to create their own. Member Legault read the proposed statement as follows: *"Atkinson Conservation Commission meeting in Atkinson Town Hall takes place on N'dakinna which is the traditional ancestral homeland of the Abenaki, Penacook, and Wabanaki Peoples past and present. We acknowledge and honor with gratitude the land and waterways and the alnobak (people) who have stewarded N'dakinna throughout the generations."*

Chair Wainwright asked the Commission about their thoughts on this, including where and when this statement should be included in meetings and events. Member Nenart stated that this is an overtly political statement, and the Commission functions much better when they keep politics out of their meetings. Member Nenart continued that although this states an historical fact, it has nothing to do with the Commission's Mission Statement. Member Nenart stated that this statement also denigrates the work of the founders of Atkinson and he does not believe it has any place in regular Conservation Commission meetings .

Vice Chair Steele stated that he disagrees because this was Native American land long before anyone decided to settle Atkinson, and his view that there is nothing political in the statement whose only aim is to honor



the people who came before us. Vice Chair Steele continued that since conservation was so important to the Native Americans, this certainly does have a place in this Commission.

Chair Wainwright stated that he can see both sides of the issue. Chair Wainwright continued that, in his opinion, if he were to read this statement at the beginning of every meeting, it would begin to lose its meaning rather quickly.

Chair Wainwright stated that his initial suggestion in a previous meeting was to read such a statement during the November meeting in order to add an indigenous perspective to that holiday by commemorating and honoring the people who came before the settlers. Chair Wainwright continued that instead of reading the statement, perhaps it would be agreeable to print the statement in any official documents such as the Land Conservation Plan. Chair Wainwright stated that there will be more discussion at future meetings on this matter before any decisions are made.

i. Other Discussions?

Chair Wainwright stated that both he and Member Chretien were accepted into the UNH Coverts Program, which is an educational program that focuses on wildlife habitats. Chair Wainwright continued that this program includes three full-day classes this coming May.

**10. “Non-Progress” Reports:**

a. IRS Forms for Susan Beckhorn Land Donation

Chair Wainwright stated that he is still working with Susan Beckhorn on the IRS forms.

b. Bryant Woods Open Space Disturbance

Chair Wainwright stated that he got a call from Code Enforcement Officer Brian Boyle that the Bryant Woods open space disturbance is still in the process of being sorted out.

c. Page Farm Open Space Complaint

Chair Wainwright stated that Brian Boyle also mentioned that the Page Farm open space complaint is still being pursued and is hoping the Page Farm Homeowner’s Association will do a better job of policing these matters.

d. Pages Lane Wetland Complaint

Chair Wainwright stated that there are no updates on this wetland complaint.

**11. Other Business**

**12. Next Regular Meetings: April 27 and May 25, 2022, at 7:00PM**

**13. Hold the Date: NH ACC Annual Conference will be Saturday, November 5, 2022**

**14. Adjournment**

**Member Nenart made a motion to adjourn the meeting. Member Fournier seconded the motion. Vote: 5/0/0**

The meeting adjourned at 8:15 PM.

Respectfully Submitted,

Zachary Gilberti, Recording Clerk

**Attachments:**

- Treasurer's Report
- Sawyer Invasives proposal and map
- Letter ending RPC's work on the Land Conservation Plan
- Letter of Agreement with Julie LaBranche to assist with the Land Conservation Plan



**Town of Atkinson Conservation Commission 2022 Expenditure Tracking**

[illegible]



**Rockingham County  
Conservation District**

Tel: (603) 679-2790  
Brentwood, NH 03833-6614  
110 North Road

# Estimate

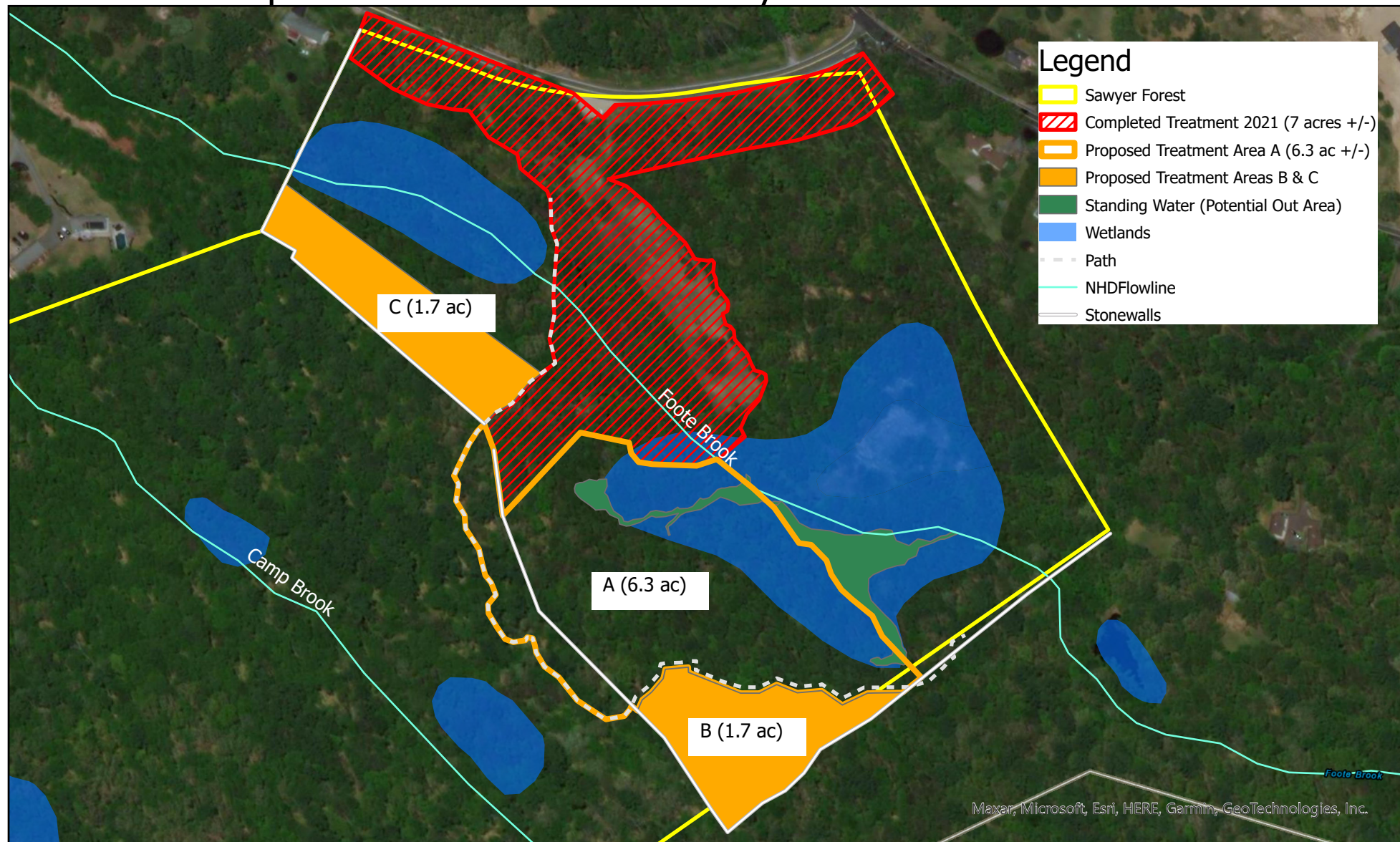
Date	Estimate #
2/22/2022	10070
Terms	

Name / Address
Paul Wainwright Atkinson Conservation Commission 21 Academy Avenue, Atkinson NH 03811

			T/C Code	AT
Project No./Name	Client Ref#	Street	Town	
Sawyer Forest Inv Control 21			Atkinson	
Description			Total	
ESTIMATE FOR 2022 HERBICIDE TREATMENT- WOODY INVASIVE - SAWYER TOWN FOREST				
Invasive control: 2022 Watershed Special Permit application & follow-up effectiveness reporting			400.00	
Invasive control: Low Volume Foliar- Year 2 Woody Invasives: Med-High Density 8 acres for Areas listed as A, B &/or C on the Proposed Restoration Map 2022 (B or C will be determined based upon weather/water conditions and access).			5,200.00	
Invasive control: LVF/BB/CS- Closely directed applications of herbicide using low volume foliar techniques in areas treated in 2021 and where deemed necessary. Trees and vines taller than 10+/- ft may be treated using basal bark, frill, or cut-stump techniques.			1,298.00	
Covers mixing, travel, mileage, herbicide, cleanup, flagging, & project management			1,190.00	
SCOPE: This estimate is to perform invasive species control utilizing low impact herbicides. Primary target includes woody invasive species. Care will be taken to minimize damage to non-target plants. TERMS: This estimate is a flat fee estimate for a single treatment. Treatments over multiple years are often required for good control. No additional work will be conducted that exceeds the scope without prior authorization.				
ACCEPTANCE/SCHEDULE: Please provide an authorized signature below to indicate acceptance of these terms. Special permit application should begin immediately as approval may take several months.				
Please sign to authorize the estimated work. This estimate is good for 90 days.			<b>Total</b>	\$8,088.00

Authorized Signature \_\_\_\_\_

# Proposed Restoration 2022 Sawyer Forest- Atkinson NH



0 105 210 420 Feet



## Treatment Area:

8 acres +/- total treatment  
 (This includes treatment area A and either Area B OR C)  
 Within 25' Non Public Water  
 Target Species: Oriental bittersweet,  
 glossy buckthorn, barberries, multiflora  
 rose, autumn olive and other  
 state-listed invasive plant species

Map compiled by the RCCD February, 2022

\*\*\*Note that the treatment areas  
 outlined are approximate.  
 It is anticipated that treatment may  
 be modified due to wetland conditions  
 and extent of Foote Brook. A revised map  
 will be created to reflect any changes.

**TOWN OF ATKINSON CONSERVATION COMMISSION**  
**19 Academy Avenue**  
**Atkinson, New Hampshire 03811**

March 21, 2022

Tim Roache, Executive Director  
Rockingham Planning Commission  
156 Water Street  
Exeter, NH 03833

Dear Tim –

Please accept this letter as confirmation of our informal correspondence relating to your contract to assist us with preparing a Land Conservation Plan for the Town of Atkinson. I have attached what I believe to be the “final” version of that contract, although I do not seem to have a copy with our signatures.

As the Town of Atkinson and the Rockingham Planning Commission approach completion of the Plan, we have come to a mutual understanding that most of the remaining material for the Plan needs to be generated from within the Town of Atkinson. For this reason, we have agreed that the work to complete the Plan be undertaken by the Town without the assistance of the Rockingham Planning Commission, and I have agreed to release the RPC from their obligation to complete Task #5, as described in the attached contract.

As for compensation for work that you have completed, I agree that you should invoice the Town for the amounts shown in the Contract for Tasks #3 and #4, which totals \$5,120.00.

I appreciate your flexibility in this matter, and look forward to working with your organization on future projects.

Sincerely,



Paul Wainwright, Chair  
Atkinson Conservation Commission

Copy to:  
Mike Turell, Town Treasurer  
John Apple, Town Administrator  
Bob Worden, Chair, Board of Selectmen



**TOWN OF ATKINSON CONSERVATION COMMISSION**  
**19 Academy Avenue**  
**Atkinson, New Hampshire 03811**

March 16, 2022

Julie LaBranche  
JVL Planning Consultant  
5 Leary Court  
Exeter, NH 03833

**LETTER OF AGREEMENT FOR CONSULTING SERVICES**

Dear Julie –

The Atkinson Conservation Commission would like to obtain your professional consulting services to help us complete the Moose Plate-funded Open Space Land Conservation Plan ("the Plan"). The assistance we need includes the following tasks:

- Review the content of the current draft plan and identify sections and content needing clarification or additional material.
- Assist with projecting a consistent set of goals throughout the plan.
- Collaborate and provide guidance as we think through how to better enunciate and document the conservation priorities that are important to Atkinson.
- Collaborate and provide guidance to better understand the results of the co-occurrence maps, and how to document those results in a way that conveys their results in a meaningful way to the average reader.
- Assist with forming and documenting conclusions and recommendations.
- Overall assistance with the organization, formatting and design of the final Plan document, both in paper form and electronic.
- Assist with giving a presentation of the finished Plan to the Atkinson community.

We anticipate that the timeframe of this work will be complete by the end of June, 2022.

JVL Planning Consultant will invoice the Conservation Commission for completed work at the end of April, and again at the end of June, detailing progress on completed tasks (as described above) and any draft or final products requested. The consultant's budget for this assistance is not to exceed \$4080, unless agreed to in writing.

  
\_\_\_\_\_  
Paul Wainwright

3/16/22  
Date

  
\_\_\_\_\_  
Julie LaBranche

3/16/22  
Date