

Atkinson Conservation Commission Minutes
Wednesday, May 26, 2021, 7:00 PM
Via Zoom (no physical venue)

Approved June 23, 2021

Members Present:

Paul Wainwright, Chair
Bill Steele, Vice Chair
Pete McVay, Secretary
Jeff Nenart
Scott Kukshtel
John Fournier
Suzie Newman
Denise Legault, Alternate
Monique Chrétien, Alternate
Hannah Fried, Alternate

Others Present:

Dennis Krause – Emeritus advisor

1. Call to Order, Emergency Declaration, and Attendance (via roll-call)

Chair Paul Wainwright called the meeting to order via Zoom conference call at 7:15PM - fifteen minutes late due to technical difficulties on Wednesday, May 26th, 2021. Chair Wainwright began the meeting by reading the state-of-emergency declaration shown in the Attachment. Chair Wainwright took attendance via a roll call (also attached), and all Members and Alternates are present.

2. Election of Officers and introduction of new members

Chair Wainwright presented a slate of candidates for officers, and stated that he is willing to continue serving as Chair of the Commission, Bill Steele is willing to continue as Vice Chair, and Pete McVay is willing to continue as Secretary. Chair Wainwright asked if there were additional nominations for any of these positions.

Member McVay made a motion to close nominations and to elect the slate as presented. Member Nenart seconded the motion. Vote: 7/0/0. (The details of this roll-call vote can be found in the Attachment).

Chair Wainwright then introduced the two new Alternate Members: Monique Chrétien and Hannah Fried.

3. Review and approval of minutes: April 29, 2021, public and non-public

Chair Wainwright and Member Newman noted some edits on the meeting minutes from April 29, 2021, and Chair Wainwright asked for a motion to approve them as amended.

Member Nenart made a motion to approve the meeting minutes of the April 29, 2021 public session of the Atkinson Conservation Commission as amended above. Member Kukshel seconded the motion. Vote: 7/0/0. (The details of this roll-call vote can be found in the Attachment).

Member McVay made a motion to approve the meeting minutes of the April 29, 2021 non-public session of the Atkinson Conservation Commission as written. Vice Chair Steele seconded the motion. Vote: 7/0/0. (The details of this roll-call vote can be found in the Attachment).

4. Treasurer's report

Chair Wainwright presented the Treasurer's report (see attached) and asked if there were any questions. Member Newman stated that she has the receipts ready to submit for the pollinator pathways project expenses but she is still trying to locate one last receipt and then she'll submit them all for reimbursement.

5. The "Worden Report" – Fit Trail map and video

Chair Wainwright asked about the Fit Trail map, Member Krause stated that the map is done and ready to be printed at Hampstead Print & Copy in a 68" x 44" format. A copy of the final proof of this map is attached to these minutes. Chair Wainwright continued that a scale of 500 feet should be added to the map's legend to be clearer about the size of the trail, Member Krause agreed. Member Krause also stated that Hampstead Print & Copy is honoring the original price they quoted for this print project.

6. Ordering Boundary Markers – Decide quantity and approve funding

Chair Wainwright stated that he got prices for two different boundary markers:

- Conservation Easement Boundary Marker
 - Diamond shape with Blue Town Seal
 - Two-color design
 - \$2.95/marker when ordering a quantity of 100 or;
 - \$2.20/marker when ordering a quantity of 250

- Standard Round Boundary Marker
 - New image of tree
 - \$2.80/marker when ordering a quantity of 100 or;
 - \$1.80/marker when ordering a quantity of 250

The Commission agreed that it made sense to get 250 markers of each, which would bring the total purchase to \$1,000.00 before shipping, and Chair Wainwright will ask if they can waive the shipping fees with such a large order. Chair Wainwright continued that there are enough funds in the care-of-grounds budget line item to cover this purchase. Chair Wainwright stated, finally, that he would place this order tomorrow.

7. Tree ID workshop on June 5 with Greg Jordan

Chair Wainwright asked for an update on pre-registrations. Member Newman stated that thirteen individuals have signed up for the workshop thus far. Chair Wainwright stated that he expected a larger crowd for pre-registrations. Member Newman stated that she'll publicize the event again through the Conservation Facebook page and invited the Members to share the post to help spread the word.

8. Sawyer Town Forest:

a. Retrospective thoughts about 5/22 cleanup

Chair Wainwright stated that this event went well aside from the fact that he and some others in attendance received a bit of exposure to poison ivy. Chair Wainwright continued that he wished there were more volunteers outside of the Commission and wonders if the publicized warnings before the event about ticks and poison ivy may have deterred people from attending.

b. Plans for June 26 cleanup?

Chair Wainwright asked the Commission what the plans should be for the next cleanup event. Member Krause stated that most of the trails are well-kept in terms of trash and other natural debris, but the Caroline Orr Town Forest could use some work. Chair Wainwright stated that the Commission should give it some more thought before deciding. Member Newman stated that a recurring Facebook event reminder could help to remind residents of these cleanup days. Member Fournier stated that some of the narrower trails could probably use some brush cutbacks. Chair Wainwright stated that he would continue this conversation via email to finalize a location.

c. Proposal to replace the culvert.

Member Nenart recommended using two 18-inch pipes to replace what is currently in place in this location. Chair Wainwright stated that since these would be larger than what is there now, they should resolve the issue. Chair Wainwright asked Member Nenart to provide pricing for these materials; Member Nenart agreed.

9. Scout Activities:

Vice Chair Steele stated that there is not much scout activity going on during the summer but if any new Eagle Scout project ideas arise, he will bring them to the Commission.

- a. Jake Martineau Eagle proposal?

No new information to report on this proposal.

10. Hunting policy and maps – Scott

Chair Wainwright stated that he hopes to create a map of all the Town lands that would indicate what types of hunting are allowed or not allowed in each location. Member Kukshel stated that the Town's website contains a few documents in regard to hunting rules and guidelines, but there are no actual written regulations and the FAQ document isn't concrete enough. Member Kukshel continued that the hunting blind policy should be updated to make the guidelines more accurate and to encourage tree-stand blinds rather than ground-level blinds. Member Kukshel stated that the hunting map on the Town's website shows the Town lands and which types of hunting are allowed in each location but these maps may not reflect changes made with past approved Warrant Articles. Member Kukshel continued that these maps were created before the more recent residential developments around Town, and the Commission may want to rethink which types of hunting are allowed in each location. Member Nenart asked if changes are made to the hunting policies, does the Commission need to present this at Town meeting? Chair Wainwright stated that the Commission can set the regulations but they can be overturned at Town meeting if the residents disagree. Chair Wainwright stated, finally, that the Commission could continue this discussion at the next meeting.

11. Short Reports and Discussions

- a. Barry Conservation Camp has been cancelled

Chair Wainwright stated that, unfortunately, Barry Conservation Camp has officially been cancelled for this summer because of a lack of available camp counselors. Chair Wainwright stated that he already paid the bill and expects a full refund.

- b. Trails and Maps – Dennis

Member Krause stated that the 300 copies of each of the eight trail maps, and the brochure, have been reprinted and restocked in all appropriate places. Chair Wainwright asked if Member Krause would continue to keep these maps stocked even after his tenure with the Commission came to an end; Member Krause agreed that he would.

c. Pollinator Pathways – Suzie

Member Newman stated that there is no news to report on this project but she is excited to speak to new Alternate Member Fried about a possible pollinator garden in the Page Farm community.

d. *Wild Atkinson* – status and next steps – Pete, Scott, and Bill

Member McVay stated that he sent out the draft of the *Wild Atkinson* video with his rough narration. Vice Chair Steele stated that he has his student volunteers ready to go and is just waiting for studio time to be able to record the voiceover narration. Chair Wainwright stated that he enjoyed the first draft of the video and encouraged Member McVay to use photos that include Atkinson residents if possible.

e. Moose Plate Land Conservation Plan – Paul

Chair Wainwright stated that he is in the phase of the project that includes creating maps to update the GRANIT database with Town lands and their various features.

f. When to return to in-person meetings?

Chair Wainwright asked the Commission if they are ready to return to in-person meetings and they generally agreed that they are. Chair Wainwright stated that the next meeting on June 23rd would be held in-person at the Town Hall.

g. Other reports?

Chair Wainwright stated that there was a non-public session at last meeting to hire an appraiser to look at a piece of land for the consideration of purchase. Chair Wainwright continued that the appraiser in question was hired and came out to view the land. Chair Wainwright also stated that this appraiser is well-versed in conservation lands and he is confident that he'll do a fine job on this project.

Chair Wainwright stated that he sent a message to Town Counsel in regard to the proposed police station on conservation land. Chair Wainwright continued that Town Counsel is well-aware of the conservation easement on this land but he would not give an opinion on the matter until the question came from someone higher up such as the Town Administrator. Chair Wainwright stated that he spoke to the Rockingham County Conservation District, who are the holders of the easement on this land, and they reassured him that there is no way that any building could ever be constructed on that land. Chair Wainwright stated that as a result, he will leave this issue alone for now.

12. Other Business

Member Legault asked if the open well had been closed off. Chair Wainwright stated that a fence has been placed around the well so the area is now relatively safe. Chair Wainwright stated, finally, that the well is also covered now but should be filled sometime in the future.

13. Next meeting: June 23, 2021 (4th Wednesday at 7:00)

14. Hold the date: NH ACC Annual Conference will be Saturday, November 6, 2021

15. Adjournment

Member McVay made a motion to adjourn the meeting. Vice Chair Steele seconded the motion. Motion passed by consensus.

The meeting adjourned at 8:32PM.

Respectfully Submitted,

Zachary Gilberti, Recording Clerk

Attachments:

- a. Emergency Declaration**
- b. Details of Roll-Call Votes**
- c. Treasurer's Report**
- d. Fit Trail final-draft map**

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

As Chair of the [Atkinson Conservation Commission](#), I find that, due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing [Zoom](#) for this electronic meeting. All members of the [Commission](#) have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # [+1 929 205 6099](#) with meeting ID [991 1602 9204](#) and **phone** password [727063](#), or by clicking on the following website address:

<https://zoom.us/j/92163965777?pwd=VndoaVU3NW1jdit0QII0SG9mdW5mZz09>

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the [Town of Atkinson](#) at: www.town-atkinsonnh.com.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call [362-4549](#) or email at: stationmgr@atkinson-nh.gov.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Town of Atkinson Conservation Commission 2021 Expenditure Tracking

Account Number	Description	TM Approved 2019 Budget	What	Amount	Date Prepared	Date Submitted	Amount Submitted	YTD Total	YTD Unspent		
40.46111.110.00	RECORDING CLERK	\$ 1,200.00	Rounding				\$ -				
			April 2021 Minutes	5.5	\$100.98	5/17/2021	5/17/2021	\$100.98			
			March 2021 Minutes	6	\$110.16	4/16/2021	4/16/2021	\$110.16			
			February 2021 Minutes	4	\$73.44	3/12/2021	3/12/2021	\$73.44			
			January 2021 Minutes	4.5	\$82.62	2/8/2021	2/8/2021	\$82.62			
			December 2020 Minutes	5.5	\$100.98	1/7/2021	1/7/2021	\$100.98	\$ 468.18		
			Budget Adjustment - removed				00/00/2020		\$ -	remove \$ -	
			Budget Adjustment - removed				12/7/2020		\$ -	\$ 731.82	
40.46111.220.00	FICA .062	\$ 75.00	Rounding				\$ -				
			April 2021 Minutes		\$6.26	5/17/2021	5/17/2021	\$6.26			
			March 2021 Minutes		\$6.83	4/16/2021	4/16/2021	\$6.83			
			February 2021 Minutes		\$4.55	3/12/2021	3/12/2021	\$4.55			
			January 2021 Minutes		\$5.12	2/8/2021	2/8/2021	\$5.12			
			December 2020 Minutes		\$6.26	1/7/2021	1/7/2021	\$6.26	\$ 29.03		
			Budget Adjustment - removed				12/17/2019		\$ -	remove \$ -	
			Budget Adjustment - removed				12/7/2020		\$ -	\$ 45.97	
40.46111.225.00	Medicare .0145	\$ 20.00	Rounding				\$ -				
			April 2021 Minutes		\$1.46	5/17/2021	5/17/2021	\$1.46			
			March 2021 Minutes		\$1.60	4/16/2021	4/16/2021	\$1.60			
			February 2021 Minutes		\$1.06	3/12/2021	3/12/2021	\$1.06			
			January 2021 Minutes		\$1.20	2/8/2021	2/8/2021	\$1.20			
			December 2020 Minutes		\$1.46	1/7/2021	1/7/2021	\$1.46	\$ 6.79		
			Budget Adjustment - removed				12/17/2019		\$ -	remove \$ -	
			Budget Adjustment - removed				12/7/2020		\$ -	\$ 13.21	
40.46111.390.00	OTHER PROF SERVICES	\$ 2,500.00	Charlie Moreno - timber appraisal on 20-37-1	\$318.75	2/11/2021	2/11/2021	\$318.75	\$ 318.75	add \$ -		
			Budget Adjustment - added				12/16/2019	\$ -			
			Budget Adjustment - added				12/7/2020	\$ -	\$ 2,181.25		
40.46111.550.00	PRINTING AND BINDING	\$ 1,000.00	Hamp Print & Copy - Trail Maps & Brochure	\$453.16	5/17/2021	5/17/2021	\$453.16				
			Hamp Print & Copy - Trail Maps & Brochure	\$336.00	2/18/2021	2/18/2021	\$336.00				
			Hamp Print & Copy - Marshall brochure	\$50.00	2/3/2021	2/3/2021	\$50.00	\$ 839.16			
			Budget Adjustment - Added				12/17/2019	\$ -	add \$ -		
			Budget Adjustment - added				12/7/2020	\$ -	\$ 160.84		
40.46111.560.00	DUES/SUBS/MEMBERSHIPS	\$ 500.00	NHACC Dues				\$ -	\$ -	add \$ -		
			Budget Adjustment - removed				12/16/2019	\$ -			
			Budget Adjustment - added				8/12/2019	\$ -	\$ 500.00		
40.46111.620.00	OFFICE SUPPLIES	\$ 1.00	Budget Adjustment - removed				\$ -	\$ -	remove \$ -		
			Budget Adjustment - removed				12/7/2020	\$ -	\$ 1.00		
40.46111.625.00	POSTAGE	\$ 1.00	Budget Adjustment - Added				\$ -	\$ -	add \$ -		
			Budget Adjustment - added				12/7/2020	\$ -	\$ 1.00		
40.46111.650.00	CARE OF GROUNDS	\$ 2,500.00	Budget Adjustment - removed				\$ -	\$ -	add \$ -		
			Budget Adjustment - removed				12/15/2019	\$ -			
			Budget Adjustment - removed				12/7/2020	\$ -	\$ 2,500.00		
40.46111.740.00	NEW EQUIPMENT	\$ 300.00	Budget Adjustment - removed				\$ -	\$ -	remove \$ -		
			Budget Adjustment - removed				12/7/2020	\$ -	\$ 300.00		
40.46111.820.00	MILEAGE (2021 rate: \$0.56 per mile)	\$ 39.00	Budget Adjustment - removed				\$ -	\$ -	remove \$ -		
			Budget Adjustment - removed				12/7/2020	\$ -	\$ 39.00		
40.46111.840.00	SPECIAL PROGRAMS	\$ 1,000.00	Barry Conservation Camp - Jake Martineau	\$330.00	4/21/2021	4/21/2021	\$330.00				
			Jack Carrubba - Eagle project (estimate)	\$94.03							
			Acrylic holders for Ryan Torris' Eagle project	\$56.04	3/12/2021	3/12/2021	\$56.04	\$ 386.04			
			Budget Adjustment - removed				12/15/2019	\$ -	remove \$ -		
			Budget Adjustment - removed				12/7/2020	\$ -	\$ 613.96		
40.46111.850.00	EDUCATION & CONFERENCES	\$ 250.00	NHACC Handbooks for Monique and Hannah	\$20.00	4/20/2021	4/20/2021	\$20.00	\$ 20.00	add \$ -		
			Budget Adjustment - Added				12/17/2019	\$ -			
			Budget Adjustment - added				12/7/2020	\$ -	\$ 230.00		
40.46111.875.00	SIGNS	\$ 500.00	Replacement signs for Marshall TF vandalism	\$30.00	4/16/2021	4/16/2021	\$30.00				
			Revised Sawyer trails plastic signs	\$38.92	2/24/2021	2/24/2021	\$38.92	\$ 68.92			
			Budget Adjustment				12/17/2019	\$ -	add \$ -		
			Budget Adjustment - added				12/7/2020	\$ -	\$ 431.08		
TOTALS		\$ 9,886.00					\$ 2,136.87	\$ 7,749.13	\$ -		

Woodlock Trail System



Chadwick Town Forest

LEGEND

- | | |
|----------------------|-------------------------|
| Fitness Trail | Fitness Stations |
| White Blazed Trails | Canoe/Kayak Launch Site |
| Yellow Blazed Trails | Scenic View |
| Red Blazed Trails | Scout Bridge |
| TF Boundary | Meeting Rock |
| Bench | Stone Walls |
| Parking | |
| Restrooms | |
| Trail Head | |
| AED Station | |

Atkinson Conservation Commission
Eagle Scout Project of Peter Graiano
Troop Nine, Atkinson, NH