

Atkinson Conservation Commission Minutes
Wednesday, August 26, 2020, 7:00 PM
Via Zoom (no physical venue)

Approved September 23, 2020

Members Present:

Paul Wainwright, Chair
Bill Steele, Vice Chair
Jeff Nenart
Pete McVay
Scott Kukshel
Dennis Krause
John Fournier (Alternate)
Suzie Newman (Alternate)

Others Present:

Bob Worden, Selectmen Liaison
Brent Ebner, Hampstead Conservation Commission
Ryan Torres, Eagle Scout candidate

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

Chair Paul Wainwright called the meeting to order via Zoom conference call at 7:00PM on Wednesday August 26th, 2020. Chair Wainwright began the meeting by reading the state-of-emergency declaration that can be found in Attachment A. Chair Wainwright took attendance via a roll call and all members are present with the exception of Member Legault and Alternate Borisko. Alternate Fournier will be voting in place of Member Legault.

2. The “Worden Report” - Bob

Selectman Liaison Bob Worden started by congratulating the Commission for their efforts towards the Canoe/Kayak launch improvements that have been discussed at previous meetings. Bob stated that he reviewed Chair Wainwright’s initial, level-funded budget and was pleased with it and assumes it should be approved as written. Bob stated that he has begun working on a project for next year that would include the addition of a fitness area & a one-mile jogging trail in the Chadwick Town Forest behind Woodlock Park, and would like the opinion of the Commission. Chair Wainwright stated that he’d be happy to help with the project although he is unsure if one mile of trails even exists in that area. Several Commission members will meet with Bob at Woodlock Park next week to gather information about the proposal.

3. Review and approval of minutes: July 22, 2020

Chair Wainwright requested a motion to approve the minutes of the July 22, 2020 Public meeting of the Atkinson Conservation Commission, as written.

Member Kukshel made a motion to approve the minutes of the July 22, 2020 public session of the Atkinson Conservation Commission. Member Krause

seconded the motion. Vote: 7/0/0. (The details of this roll-call vote can be found in Attachment B).

4. 2020 Treasurer's report and proposed 2021 budget - Paul

Chair Wainwright presented the 2020 spending report contained in Attachment C. He stated that the Commission is doing fine in regard to the budget for the year although he is concerned about the conservation land mowing budget. Dan Kimball isn't able to continue mowing the three fields so the work must be contracted out and the cost will almost certainly go up. Chair Wainwright stated that he'd begin work towards finding a suitable replacement.

Chair Wainwright also presented the proposed 2021 budget shown in Attachment D. There was no discussion.

5. Eagle Scout proposal – Bill

Member Steele introduced Ryan Torres, and stated that Ryan is an Eagle Scout candidate from Troop 9 in Atkinson, and he'd like to revitalize the nature walk stations on the Marshall conservation land. Ryan stated that this project will include marking the trail intersections with signs and replacing the fourteen trail guide stations. Ryan stated he plans on building new trail guide stations because the previous stations are not repairable. Ryan stated that the total project cost would be about \$225.00. Chair Wainwright stated that he is in favor of the project but added that he'd like to see the guide station information updated as necessary so the signs are not outdated; Ryan agreed. By consensus, the Commission is also in favor of this project.

6. Trails report – kiosks and map displays – Dennis

Member Krause stated that with the help of the Road Agent and his crew, they were able to build & install four kiosks; one at the canoe/kayak launch, one at the Orr Town Forest, one at the Chambers/Fila Town Forest, and one at the Ruth Marshall Town Forest. Member Krause also stated that he and the Road Agent were also able to repair the kiosk at the Sawyer Town Forest. Member Krause discussed the various features of the kiosks and Chair Wainwright stated that he has some other signage that should be posted on the kiosks as well.

Member Krause discussed the maps that have been printed and framed for display in the alcove of the Town Hall, in the main lobby of the Kimball Library, and soon at the Atkinson Community Center. Member Krause voiced his appreciation to the gracious staff members of the three locations for making room for these displays and helping him get them installed. Alternate Newman suggested advertising the availability of trail maps through the various channels of communication available to the Commission. Chair Wainwright thanked Member Krause for all of his hard work towards this project.

7. Pollinator Pathways status report – Suzie

Alternate Newman gave a presentation on the pollinator project initiatives for 2020 and 2021. These initiatives include a Town seed exchange, establishing monarch butterfly waystations around town, and social media posts encouraging resident participation in planting pollinator-friendly native plants. Alternate Newman stated that some future goals for the pollinator project are to create informational displays and bringing in a guest speaker to speak on the topic. Alternate Newman discussed the three main initiatives and the Commission asked questions & offered comments. Chair Wainwright thanked Alternate Newman for her efforts towards this project.

8. Video Documentary Project – Pete

Member McVay stated that there is a plan to complete this project but it will require volunteers and volunteered equipment so there are some logistics still to work out. Chair Wainwright stated that the Commission would be happy to help with the project if given clear instructions. Member McVay stated that he is proposing walking the Town trails with the members of the Commission and along the way stopping to speak about the highlights of the area while he films. Member McVay will reach out to the members with specific details and move forward with the project.

9. ATV investigations – John

Alternate Fournier presented the information contained in the ATV Investigations Report shown in Attachment E of these minutes. He discussed the map of the Sawyer trails, highlighting the known ATV access points. Alternate Fournier stated that two of the highest-traffic access points have completely overgrown since April so they are no longer passable with an ATV. Alternate Fournier showed some other known ATV access points that are still currently being utilized. Alternate Fournier then discussed the Parsonage Hill trails in Haverhill, which are almost eight-foot wide roads in some spots, which indicates a high volume of motorized vehicle traffic, but due to the signage hung recently by Chair Wainwright, the traffic onto our land seems to have quieted down almost completely. Chair Wainwright thanked Alternate Fournier for the time he spent investigating and reporting on this issue.

10. Canoe/Kayak launch: parking and signage now complete

Chair Wainwright stated that the parking and guidelines signage at the canoe/kayak launch has been hung, which closes this project out for now.

11. Sawyer invasive plant management – set a date to start flagging

Chair Wainwright stated that he is still waiting for feedback from the Rockingham County Conservation District in regard to the RFP he wrote. Chair Wainwright stated that the Commission needs to set a date to go out and flag the areas to be worked

on. The Commission will wait for a response from the RCCD before starting to flag the areas.

12. Land Conservation Plan update – Paul

Chair Wainwright stated that he made a presentation to the Planning Board which included showing a map of the Town and pointing out the different land areas (e.g. conservation, municipal, etc.). The Planning Board would like to see a map layer of the cluster development permanent open space just so it is documented in the plan. Chair Wainwright will work with Sue Coppeta to add this layer.

13. DES hearing on Threatened and Endangered species rules – Thursday 8/27 1:00 – 4:00

Chair Wainwright stated that the New Hampshire DES will have a public input session on the Threatened and Endangered Species rule which is important to Atkinson because it relates to the 7 additional units of the Page Farm development. Chair Wainwright stated that Page Farm development does not yet have their alteration of terrain permit for the 7 additional units. Chair Wainwright stated that he'd like Conservation Commissions to at least have visibility into the Alteration of Terrain approval process for projects such as this, and be able to offer comments prior to Alteration of Terrain permit approval.

14. Other Business

Chair Wainwright discussed European Naiad which is an invasive species that has been discovered in Big Island Pond. The Big Island Pond association will be meeting in September to decide how to handle this matter. Member Legault reached out to Chair Wainwright to ask if the Commission should have any involvement in this situation. Because a fair amount of the shoreline of Big Island Pond is conservation land, the Commission agrees that they should be involved in the conversation, even though they do not have authority over what decisions are ultimately made.

Chair Wainwright stated that Member Legault confirmed that the Foley dock has been taken out of the water and placed on the Foley's property.

Member Steele stated that someone is putting political campaign signs on Town conservation land. Member Steele is working with the Code Enforcement office to have the signs removed because it is against our written policy for political signs to be posted on or in front of conservation land. Town Administrator David Cressman agreed to add a note about sign etiquette into his next Town-wide communication.

15. Next meetings: September 23 and October 28, 2020 (4th Wednesdays at 7:00)

16. Save the date: NH ACC Annual Conference: Saturday, November 7, 2020 via Zoom

17. Adjournment

Chair Wainwright requested a motion to adjourn.

Member Nenart made a motion to adjourn the August 26th, 2020 meeting of the Atkinson Conservation Commission. Member McVay seconded the motion. Vote: 7/0/0. (The details of this roll-call vote can be found in Attachment B.)

The meeting adjourned at 8:45PM.

Respectfully Submitted,

Zachary Gilberti, Recording Clerk

Attachments:

- a. Emergency Declaration**
- b. Roll-call Vote Details**
- c. 2020 Spending Report**
- d. 2021 Proposed Budget**
- e. ATV Investigation Report – Alternate Fournier**

Attachment A

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 [921 6396 5777](#) and **phone** password [596612](#), or by clicking on the following website address:

<https://zoom.us/j/92163965777?pwd=VndoaVU3NW1jdit0QlI0SG9mdW5mZz09>

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 2020 Expenditure Tracking

Account Number	Description	TM Approved 2019 Budget	What	Amount	Date Prepared	Date Submitted	Amount Submitted	YTD Total	YTD Unspent
			Hrs						
			Minutes, July 22, 2020	3.5	\$63.00	7/29/2020	7/31/2020	\$63.00	
			Minutes, June 24, 2020	4	\$72.00	7/2/2020	7/3/2020	\$72.00	
			Minutes, May 27, 2020	4.5	\$81.00	6/6/2020	6/6/2020	\$81.00	
			Minutes, Mar 2, 2020	4	\$72.00	3/6/2020	3/6/2020	\$72.00	
			Minutes, Feb 3, 2020	4.5	\$81.00	2/8/2020	2/8/2020	\$81.00	
			Minutes, Jan 6, 2020	4	\$72.00	1/10/2020	1/10/2020	\$72.00	\$ 441.00
			Budget Adjustment - removed				00/00/2020	\$ -	
40.46111.110.00	RECORDING CLERK	\$ 1,680.00	Budget Adjustment - removed				00/00/2020	\$ -	remove \$ -
			Minutes, July 22, 2020		\$3.91	7/29/2020	7/31/2020	\$3.91	
			Minutes, June 24, 2020		\$4.46	7/2/2020	7/3/2020	\$4.46	
			Minutes, May 27, 2020		\$5.02	6/6/2020	6/6/2020	\$5.02	
			Minutes, Mar 2, 2020		\$4.46	3/6/2020	3/6/2020	\$4.46	
			Minutes, Feb 3, 2020		\$5.02	2/8/2020	2/8/2020	\$5.02	
			Minutes, Jan 6, 2020		\$4.46	1/10/2020	1/10/2020	\$4.46	\$ 27.34
			Budget Adjustment - removed				12/17/2019	\$ -	
40.45111.220.00	FICA .062	\$ 105.00	Budget Adjustment - added				8/12/2019	\$ -	add \$0.00
			Minutes, July 22, 2020		\$0.91	7/29/2020	7/31/2020	\$0.91	
			Minutes, June 24, 2020		\$1.04	7/2/2020	7/3/2020	\$1.04	
			Minutes, May 27, 2020		\$1.17	6/6/2020	6/6/2020	\$1.17	
			Minutes, Mar 2, 2020		\$1.04	3/6/2020	3/6/2020	\$1.04	
			Minutes, Feb 3, 2020		\$1.17	2/8/2020	2/8/2020	\$1.17	
			Minutes, Jan 6, 2020		\$1.04	1/10/2020	1/10/2020	\$1.04	\$ 6.39
			Budget Adjustment - removed				12/17/2019	\$ -	
40.45111.225.00	Medicare .0145	\$ 25.00	Budget Adjustment - added				8/12/2019	\$ -	\$ 18.61
			Julie LaBranche - LCHIP grant consultation						
			Framing another poster - 1 x \$220		\$220.00			\$220.00	
			Indoor map holders - 24 x \$7		\$168.00			\$168.00	
			Framing of posters		\$409.29	8/11/2020	8/11/2020	\$409.29	
			Trail Maps: Graphic Design - dated Mar 11, 2020		\$495.00	3/13/2020	3/13/2020	\$495.00	
			Trail Maps: Graphic Design - dated Dec 2, 2019		\$150.00	3/4/2020	3/4/2020	\$150.00	\$ 1,442.29
			Budget Adjustment - added				12/16/2019	\$ -	
40.46111.390.00	OTHER PROF SERVICES	\$ 2,500.00	Budget Adjustment - added				8/12/2019	\$ -	add \$ -
			Updated additional trail maps		\$300.00			\$300.00	
			Trail Maps: Printing - dated Mar 11, 2020		\$457.00	3/13/2020	3/13/2020	\$457.00	\$ 757.00
			Budget Adjustment - Added				12/17/2019	\$ -	
40.46111.550.00	PRINTING AND BINDING	\$ 500.00	Budget Adjustment - added				7/27/2020	\$ (300.00)	add \$ (300.00)
			Budget Adjustment - removed				12/16/2019	\$ -	
40.46111.560.00	DUES/SUBS/MEMBERSHIPS	\$ 450.00	Budget Adjustment - added				8/12/2019	\$ -	add \$ -
			Budget Adjustment - removed				12/16/2019	\$ -	
40.46111.620.00	OFFICE SUPPLIES	\$ 1.00	Budget Adjustment				8/12/2019	\$ -	remove \$ -
			Budget Adjustment - Added				12/17/2019	\$ -	
40.46111.625.00	POSTAGE	\$ 1.00	Budget Adjustment				8/12/2019	\$ -	add \$ -
			Outdoor map holders - 12 x \$16		\$192.00			\$192.00	
			Holder Foam Spacing		\$25.00			\$25.00	
			Landscape fabric & Hardware		\$85.00			\$85.00	
			Blazing Material & nails		\$110.00			\$110.00	
			Trail posts - 4 x \$18		\$72.00			\$72.00	
			East Coast Lunmer - Kiosk supplies		\$574.39	8/11/2020	8/11/2020	\$574.39	
			East Coast Lumber - Kiosk supplies returned		(\$139.80)	8/11/2020	8/11/2020	(\$139.80)	
			East Coast Lumber - additional hardware		\$81.67	8/11/2020	8/11/2020	\$81.67	
			Blaze Materials ordered Mar 11, 2019		\$132.62	3/4/2020	3/4/2020	\$132.62	
			Blaze Materials ordered Dec 30, 2019		\$89.51	3/4/2020	3/4/2020	\$89.51	\$ 1,222.39
			Budget Adjustment - removed				12/15/2019	\$ -	
40.46111.650.00	CARE OF GROUNDS	\$ 2,000.00	Budget Adjustment - removed				8/12/2019	\$ -	remove \$ -
			Budget Adjustment - removed				12/15/2019	\$ -	
40.46111.740.00	NEW EQUIPMENT	\$ 300.00	Budget Adjustment - removed				7/27/2020	\$ 300.00	remove \$ 300.00
			Budget Adjustment - removed				12/15/2019	\$ -	
40.46111.820.00	MILEAGE	\$ 74.00	Budget Adjustment				8/12/2019	\$ -	remove \$ -
			Hats to identify CC members in the community		\$185.00		Paid by check 7/27/2020		
			Barry Cons. Camp - Jake Martineau - CANCELLED		\$315.00				
			Scott - Tree Give-away CANCELLED		(\$210.00)	3/26/2020	3/26/2020	(\$210.00)	
			Scott - Tree Give-away		\$210.00	2/3/2020	2/3/2020	\$210.00	\$ -
			Budget Adjustment - removed				12/15/2019	\$ -	
40.46111.840.00	SPECIAL PROGRAMS	\$ 1,000.00	Budget Adjustment - removed				7/27/2020	\$ 500.00	remove \$ 500.00
			NHACC Handbook - John		\$13.00	6/15/2020	6/15/2020	\$13.00	\$ 13.00
			NHACC Handbooks - Andrew & Suzie		\$26.00	3/11/2020	3/11/2020	\$26.00	\$ 39.00
			Budget Adjustment - Added				12/17/2019	\$ -	
40.46111.850.00	EDUCATION & CONFERENCES	\$ 250.00	Budget Adjustment				8/12/2019	\$ -	add \$ -
			Additional trail map posters - 3 x \$47		\$141.00			\$141.00	
			Additional plastic trail signs - 12 x \$16		\$192.00			\$192.00	
			Canoe/Kayak Rules Sign - 20 x 24 - \$15 + \$55		\$70.00			\$70.00	
			18 x 24 Trail Map signs for kiosks		\$210.00	8/24/2020	8/24/2020	\$210.00	
			Trail Maps: posters (2) - 7/16/20 invoice		\$95.00	7/24/2020	7/24/2020	\$95.00	
			Canoe/Kayak parking signs - Suzie reimb		\$222.40	7/24/2020		\$ 222.40	
			Trail Maps: Sign Printing - 7/16 invoice		\$44.00	7/24/2020	7/24/2020	\$44.00	
			Trail Maps: Sign Printing - 6/19 invoice		\$139.83	6/19/2020	6/22/2020	\$139.83	\$ 973.23
			Budget Adjustment				12/17/2019	\$ -	
40.46111.875.00	SIGNS	\$ 500.00	Budget Adjustment - added				7/27/2020	\$ (500.00)	add \$ (500.00)
			TOTALS		\$ 9,386.00			\$ 4,908.65	\$ 4,477.35

Town of Atkinson Conservation Commission Proposed 2021 Budget

Account Number	Description	TM Approved 2020 Budget	Proposed 2021 Budget	Notes	\$ Increase	% Increase
40.46111.110.00	RECORDING CLERK	\$ 1,680	\$ 1,200	5 hours per month	\$ (480)	-29%
40.45111.220.00	FICA .062	\$ 105	\$ 75	0.062	\$ (30)	-29%
40.45111.225.00	Medicare .0145	\$ 25	\$ 20	0.0145	\$ (5)	-20%
40.46111.390.00	OTHER PROF SERVICES	\$ 2,500	\$ 2,500		\$ -	0%
40.46111.550.00	PRINTING AND BINDING	\$ 500	\$ 1,000	Trail maps	\$ 500	100%
40.46111.560.00	DUES/SUBS/MEMBERSHIPS	\$ 450	\$ 500	NH ACC dues increase	\$ 50	11%
40.46111.620.00	OFFICE SUPPLIES	\$ 1	\$ 1		\$ -	0%
40.46111.625.00	POSTAGE	\$ 1	\$ 1		\$ -	0%
40.46111.650.00	CARE OF GROUNDS	\$ 2,500	\$ 2,500	Field mowing increase	\$ -	0%
40.46111.740.00	NEW EQUIPMENT	\$ 300	\$ 300		\$ -	0%
40.46111.820.00	MILEAGE	\$ 74	\$ 39		\$ (35)	-47%
40.46111.840.00	SPECIAL PROGRAMS	\$ 1,000	\$ 1,000		\$ -	0%
40.46111.850.00	EDUCATION & CONFERENCES	\$ 250	\$ 250		\$ -	0%
40.46111.875.00	SIGNS	\$ 500	\$ 500		\$ -	0%
TOTALS		\$ 9,886.00	\$ 9,886.00		\$ -	0%

Update on ATV Traffic on ACL Sawyer Trails

August 26, 2020

Observed ATV access points. Please refer to Figure 1, “ACL Sawyer Trail Map”.

- “ATV 1” is historically the access point for most of the snowmobile and ATV traffic. An old logging road that runs over the top of Parsonage Hill terminates at our Blue trail at this junction. Motorized vehicles have been observed entering here for over 25 years.
- “ATV 2” enters ACL property on the Red spur trail near the 1800’s state line markers. Before 2010, the only traffic in this area was the occasional snowmobile following a brook. It appears that the 2010 logging activity on the Sawyer parcel may have opened up a path of less resistance. Snowmobile traffic increased, and the ATVs followed.
- “ATV 3” and “ATV 4” didn’t exist until approximately 2018. They soon became the source of a majority of the traffic through ACL trails. The traffic was easily traceable to properties on North Broadway in Atkinson and Haverhill. This local activity stopped after APD became involved in April 2020. These 2 access points have become completely overgrown this summer.



Figure 1. ACL Sawyer Trail Map

ATV 3

ATV Trails on Parsonage Hill, Haverhill. Please refer to Figure 2, “AllTrails Recording...”

- As mentioned previously, an old logging road that runs over the top of Parsonage Hill terminates at our ACL Sawyer Lands Blue trail.
- The southern end of this logging road is labeled as “Solar” in Figure 2 – the cornfield shown on the map is now a commercial ground-based solar farm, accessible from Hilldale Avenue.
- There is a vast network of additional trails connecting to the “high” road on Parsonage Hill. Many of these trails are like 8-foot wide roads, having been bulldozed by ATVs for many years.
- From the solar array access roads, trails branch out to service roads behind St. Joseph’s Cemetery, a gas line right-of-way, and many lesser trails from private residences.
- An additional influx of ATV riders, often in large groups, has been observed coming from the railroad ROW. They cut through commercial properties and cross Hilldale Ave., then use the solar road or the cemetery to access this trail system.

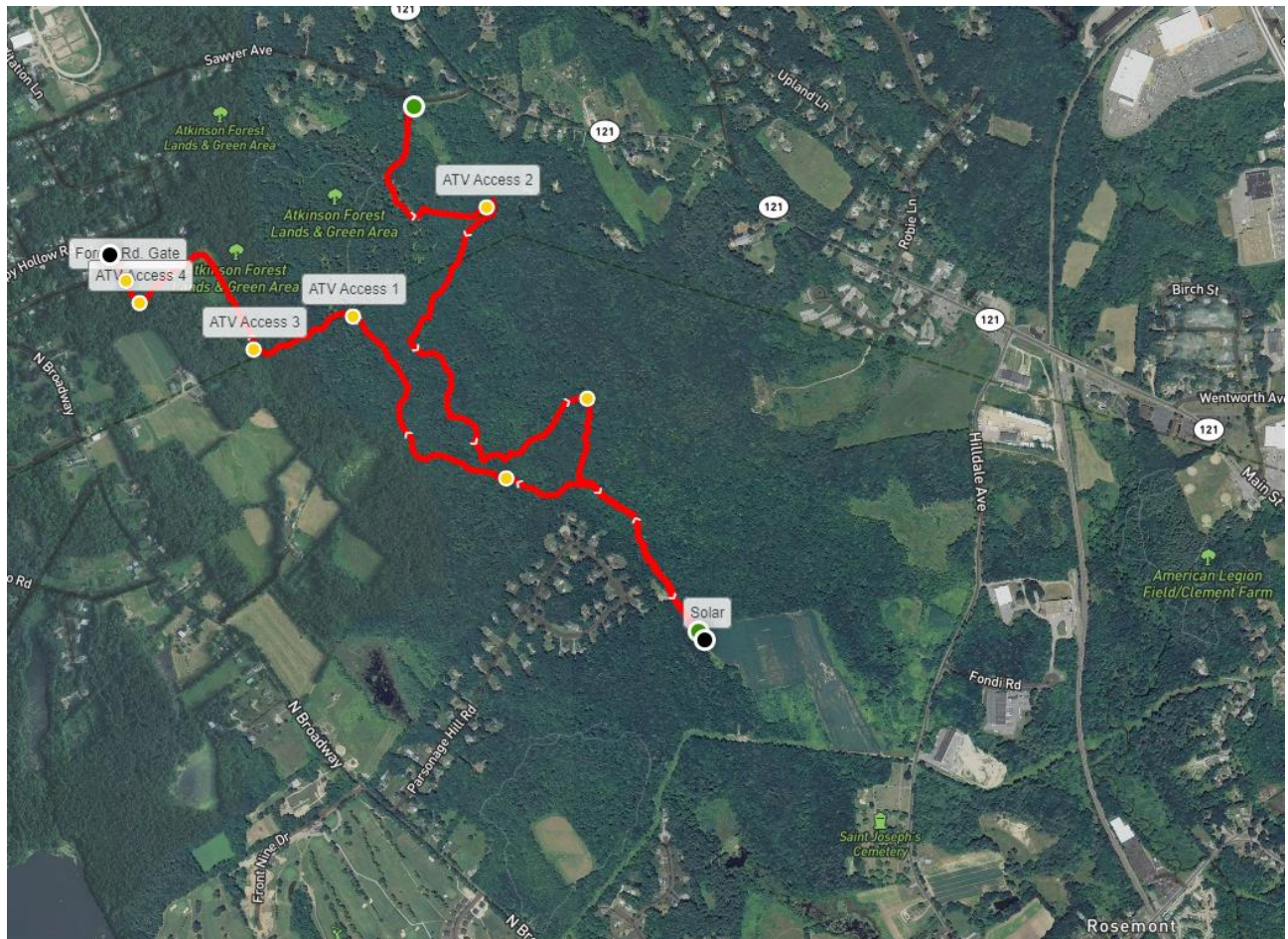


Figure 2. AllTrails Recording of Walk on Parsonage Hill, Haverhill

Recent Observations and Conclusions

- Since late May, fresh tracks have been observed on Sawyer trails only 3 or 4 times.
- These riders used only a short stretch of our trails – between points “ATV 1” and ATV 2” as they completed their loop over Parsonage Hill.
- The low volume of ATV traffic on the Sawyer Trails this summer is remarkable considering the heavy volume on the nearby trail system.
- Tracks observed on the Haverhill side of the line indicate that most riders are turning around when they encounter the signs that Paul placed at points ATV 1 and ATV 2.