Members Present: Staff:

Michael Dionne, Chair Seth Creighton, Chief Planner

Kevin Sullivan

Deborah Shigo

Merry Lineweber

Mark Jennings

Michael Kirwan

Jack Hackett

**The chair convened the regular meeting at 6:33 p.m.**

**Minutes**: The regular and nonpublic meeting minutes of September 28, 2016 were reviewed. Mr. Dionne noted one needed revision. A motion was made by Ms. Shigo to accept the minutes with revisions and seconded by Mr. Kirwan, all voted in favor.

**1. Conservation Overlay District:**

**a)** Healey Automotive 31 Milton Rd (Map-Lot215-64) Proposed sand filter stormwater

management system within wetland buffer

The project was presented by Scott Lawler (engineer with Norway Plains Associates). He explained that the proposal before them was a retrofit of an existing property from flooring sales and warehouse to vehicle sales and service. The application is before the Conservation Commission because a sand/vegetated stormwater infiltration pond is being proposed within the City’s 50’ and 25’ wetland buffers, thus requiring a Conditional Use permit.

Mr. Kirwan was concerned that the City’s requirement to pave the lot was unnecessary; Mr. Creighton stated that the regulation and intensity of use justified pavement. Mr. Hackett questioned snow storage in the infiltration basin; Mr. Lawler noted that the snow would not impact the infiltration capacity and that the City’s Assistant Engineer agrees. Ms. Shigo asked if vehicle washing would occur onsite and how the waste water would be handled; Mr. Lawler was unsure if his client would be washing cars onsite; Mr. Creighton suggested that Ms. Shigo’s comment be investigated and discussed at the Planning Board meeting.

Mr. Kirwan motioned to offer no objection because the impact area is to become a vegetated storm water treatment area, and thus is an improvement over the existing gravel surface. Additionally this area of the site has good infiltrating soils; the Commission believes these soils will infiltrate the development’s runoff before entering the wetland. Ms. Shigo seconded this motion and all voted in favor.

 **b)** Makris R.E. Development, LLC, Chesley Hill Rd., Donald St., Norman St. (by Beals

 Associates) Preliminary subdivision to create 53 lots, proposed street crosses wetlands. Map-Lot#’s: 137 – 9, 8-2, 81,12,10,10-1,18 thru 24, 28;

The project was presented by Christian Smith (engineer with Beals Associates), Jim Gove (wetland scientist with Gove Environmental Services) and Alexis Makris(owner/developer). The project team explained that they were presenting this conceptual subdivision plan to the Conservation Commission because they are seeking input and guidance before fully engineering the project and because there are proposed wetland impacts related to crossings for the proposed placement of new streets and thus those impacts will require a Conditional Use Permit.

Mr. Gove said that the natural soils on the entire property have been disturbed (stripped/filled); Mr. Kirwan asked to what depth, Mr. Gove said several feet.

Mr. Creighton asked Mr. Gove to explain the wetland’s functions and values. Mr. Gove said there are very few functions and values, but the primary function/value is stormwater conveyance. Mr. Gove showed pictures of the wetlands that would be impacted and noted that most look like field/pasture.

Mr. Dionne said that several of the lots look unusable due to wetland buffers and slopes. Mr. Smith said that the lots are larger then they appear and there is sufficient room to place a house and yard area.

The team invited the Commission to a site walk of the property and acknowledged that they are open to suggestions.

The Commission decided they will perform a site walk of the property on Nov 13th at 9:00 am.

**2. Discussion:** Spaulding High School’s environmental class’s request to have Conservation Commission as a guest speaker:

Mr. Creighton said that a Spaulding High student that is in an environmental class would like members of the Commission to speak to his class to explain what it is that they do. The Commission asked Mr. Creighton to get in touch with the teacher, get a copy of the curriculum, figure out what time the class is, and requested that the teacher come talk to the Commission first.

Ms. Lineweber said she is interested in doing this.

**3.** **Non-Public Session pursuant to RSA 91-A:3 II(d):** At 7:47 pm Mr. Kirwan motioned to move into Non-public session, with Ms. Shigo seconding, and all voting in favor.

At 9:07 pm the public session resumed.

**4. Correspondence: (emailed/sent prior to meeting):** a)South East Land Trust (SELT)–membership fee request

Mr. Creighton explained that membership is not required, but the dues paid help SELT continue their work. Mr. Creighton said that he is unsure if the Commission has funds allocated for this purpose, but would look and try to find a way to pay this if the Commission decides to pay dues.

Ms. Shigo motioned to donate $100 to SELT, if there are funds available; Mr. Dionne seconded, all voted in favor.

**5. Notice of Intent to Cut Wood or Timber / Intent to Excavate:**

a) Notice of Intent to Cut: 20 Industrial Way (Map-Lot 230-19), Laars

b) Notice of Intent to Cut - Tax Map# 267-2, 90 Rochester Neck Rd, Waste Management

c) Notice of Intent to Cut - Tax Map# 217-48, 195 Ten Rod Rd, Ten Rod Farm/Scruton

Mr. Creighton explained the location and current land use activity of each application.

The Commission had no concerns with ‘a’ or ‘b’. However, item ‘c’ is conserved and must abide by a Forest Management Plan; Mr. Creighton indicated that South East Land Trust (easement holder) has reviewed this intent and the management plan and found both acceptable. The Commission differed to South East Land Trust.

**6. Reports:**

a) TRG update- The Commission decided that it was too late in the evening for an update. Mr. Jennings said that many of the TRG applications were lot line revisions/subdivisions.

Ms. Shigo requested that “PB updates” become a regular agenda item.

**7. Old Business:** Mr. Sullivan gave a brief update on the legal interpretation of the Conservation Fund language.

**8. New Business:**

a) Review cost estimate for training regarding “monitoring reports”

Ms. Shigo said that as directed at the last meeting, she had contacted Truslow Resource Consulting (TRC) and obtained a cost estimate for TRC to train the Commission on conducting monitoring reports of conserved properties. The Commission reviewed the $900.00 quote and voted to support it, with Mr. Sullivan making the motion, Ms. Shigo seconding, and all voting in favor. The members agreed that a single day training session on December 10th at 9:00 am would work best.

b) Discuss the opportunity to repost the RFPs/RFQ for consulting services

Mr. Creighton said that he was approached by the City’s Deputy City Manager/Finance Director about the length of time the Conservation Commission has been utilizing Truslow Resource Consulting (TRC) as a consultant. The Commission has been utilizing TRC’s services for approximately two years; the City’s policy is to repost after 18 months to ensure that the most qualified and affordable contractors are being used. Mr. Creighton stated that this conversation was not at all related to TRC. Mr. Creighton suggested that the RFP for consulting services be reposted. The Commission agreed that it would be wise to repost.

c) Land in Farmington on Sheepboro Rd- Jeremy Lougee from South East Land Trust (SELT) said they are pursuing a grant that would help conserve this land. The land is adjacent to existing conserved land and is within the City’s drinking water watershed. No funds or matching will be required from Rochester on this grant. Mr. Jennings motioned to support SELT’s grant application, Ms. Lineweber seconded, all voted in favor. Mr. Dionne will write a letter of support.

**9. Other Business:** Staff stated that member Roger Burkhart had resigned, and that Barbara Soley has requested appointment.

**10.**  **Adjournment:** At 9:41 pm a motion was made by Mr. Hackett to adjourn, and Mr. Sullivan seconded; the motion passed unanimously.

Respectfully submitted,

Seth Creighton, Chief Planner