

**Town of Raymond**  
**Conservation Commission DRAFT Minutes of**  
**February 25, 2021**

**Commission Members in Attendance:**

Jan Kent, Chair  
Kathy McDonald (Vice Chair)  
Deb McNelly (Secretary)  
Michael Unger

**Meeting Called to Order by:**

Chair Jan Kent at 6:30 PM

**Commission Members Excused:**

Kris Holleran

**Commission Members Absent:**

Kathy Lee, Alternate

**RCTV representative:**

Kathy Masso

**Recording Secretary:**

Alvina Snegach

**Members of the Public in Attendance:**

Melissa Potter – prospective ConsCom member. (already attended 3 meetings)  
Patricia Bridgeo – interested in becoming a member of the Commission (2nd meeting attended).

**A Checklist to Ensure Meetings Are Compliant with the Right-to-Know Law During the State of Emergency**

Jan Kent read the checklist into the record. Next, the members recited the Pledge of Allegiance.

**Roll Call Attendance**

Jan Kent  
Deb McNelly  
Kathy McDonald  
Michael Unger

**Public Input:**

Patricia Bridgeo brought up NH House Bill 82 (conservation easements) and NH Senate Bill 482 (tiny houses) and asked if the Commission would be interested in discussing potential ramifications of both bills for the Town. Chair Kent asked Ms. Bridgeo to write an email about both bills so that it could be added to the agenda for a future meeting. She also noted the NHACC may have some information on both bills as it tracks legislature relevant to conservation commissions.

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44 **Agenda Items**

45  
46 **Wetland Zoning - educational material update**

47 Chair Kent noted that the Frequently Asked Questions document prepared by Mr. Unger  
48 has been reviewed by the Town and will need some small changes. Mr. Unger will work  
49 on that. She also noted that there will be nothing published in the Town Newsletter  
50 about wetlands zoning as the publication date is very close to elections.

51 **Priority Wetlands Mapper link & Website update**

52 Chair Kent displayed the link with the data on the digital mapping layers from the  
53 Wetland Mapping and Evaluation Project and explained that Dubois&King had asked for  
54 the Town to take possession of the data, and it has since been moved to the  
55 Rockingham Planning Commission, where it will be hosted for now. She also noted that  
56 the link to the mapper is now posted on the ConsCom website and will be added to the  
57 Commission Facebook page. The link in the Dubois&King report will be updated some  
58 time soon.

59 **PREP Report**

60 Chair Kent displayed the newsletter from Piscataqua Region Estuaries Partnership  
61 (PREP) with the links to the latest environmental assessment results and explained how  
62 the watershed is like a nesting doll, where all the water from certain regions ends up in  
63 one place, which for Raymond would be the Great Bay. Therefore, what happens in  
64 Raymond may have an adverse effect on the Great Bay ecosystem. She then explained  
65 what PREP does and what the assessment looks at, and went over their  
66 recommendations. Chair Kent noted that the wetland buffers listed in the report for  
67 Raymond are 75 feet, when they are 25 feet. Ms. McDonald will contact Steve Miller to  
68 make sure the information is corrected and to find out where the incorrect the data was  
69 originally collected from. Then the members looked at some graphs to understand what  
70 was depicted and how.

71 **Cassier Trailer in wetland - RFP review**

72 Chair Kent displayed the RFP draft document and explained that, even though projects  
73 under ten thousand dollars would not usually require a request for proposals (RFP), it  
74 was not clear how much this one would cost and who could do it; therefore, it was  
75 decided to go this route. She went through the project scope (which will be done in two  
76 stages – first, to remove the trailer, and second – to restore the wetland), schedule,  
77 and submission and review dates. There were also pictures of the site in the RFP as  
78 well as the map of the location. Members discussed the requirement to not cut trees  
79 over 3 inches and whether this would be a constraint for accessing the site. Consensus  
80 was to change the language to state “minimum tree removal” instead. Chair Kent also  
81 noted that the ConsCom will probably meet with whoever is doing the project at the site  
82 to discuss the details. She also noted that it would be nice if there were some  
83 volunteers who could cut the remaining wood and possibly donate it to someone in  
84 town. Mr. Unger said that he contacted NHDES and was told that the project would not  
85 need any permits as it is considered wetland restoration, and the ConsCom would only  
86 need to inform NHDES when it is all done, for it to be registered. NHDES had no

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87 comments on the RFP that was sent to them for review. It was also decided to only  
88 keep the email in the RFP document and remove the phone number that is currently  
89 listed there.

90 Another discussion was on the posting procedure and submission dates. Consensus was  
91 that Ms. Kent will talk to Deb Intonti about posting the RFP and the submission deadline  
92 would be in April, while the review would be scheduled to the first meeting in May.  
93 Everyone agreed.

94 **Flint Hill signs – update**

95 Chair Kent displayed the signs and thanked Ms. McDonald for picking them up. Next is  
96 to figure out what to put them on and Ms. Kent will work on that. She also said that a  
97 Flint Hill Forest sign has been picked up and it will be installed by the Public Works on  
98 top of the Sherburne Drive sign.

99 **Website changes - review**

100 Ms. Kent displayed the draft webpage prepared by Stephanie Gardner to make all the  
101 Town pages consistent. She went over the page features, noting that ConsCom  
102 member list needs updating, and that the 'Find It' button is missing that used to be  
103 posted next to each Town Property link and would take people to a google location of  
104 that property. Members discussed possible additions to the page, like one of the  
105 ConsCom projects' picture, useful links, and what they would be. Ms. Kent will discuss  
106 the links with the Town Planning Department. It was also noted that Melissa and  
107 Patricia would need to be recommended to the Select Board for appointment and Ms.  
108 McNelly will write the recommendation letters for the next meeting. Kathy Lee will not  
109 be reappointed as she expressed her desire not to. Once the ConsCom recommends the  
110 new members, the Board of Selectmen would then appoint them at their meeting in  
111 April, when they also take up all the reappointments for the year.

112 **April newsletter - topic suggestions**

113 Members discussed potential topics for the April newsletter submission and possibility to  
114 post links to other informational resources in it. Ms. McNelly will draft an article about  
115 invasive species. She also noted that she has watched a pollinator garden webinar and  
116 was wondering if it would be allowed to post the link to it in the newsletter. Chair Kent  
117 said that someone should check with UNH Cooperative Extension on the use of their  
118 links. Ms. Bridgeo will also prepare a draft on birds that come back in the spring and  
119 how to spot them. She asked if the people could share their finds via pictures posted to  
120 the ConsCom Facebook page. Ms. Kent said that she would need to research how this  
121 could be done as currently the page is not open for public posts.

122 **2021 Priorities – next steps**

123 Chair Kent displayed the list of priorities she prepared from the last meeting discussion  
124 and went over the status for some of them. She said that Mr. Unger will present on his  
125 research of NHDES Source Water Protection Grant at the next meeting. Chair Kent also  
126 said that she would like to schedule site walks for some Town properties instead of the  
127 second commission meeting in March.

128 **Finance**

129 Chair Kent displayed the following documents for the members to review:

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- 130 - Conservation Fund balance sheet for January 2021 – balance as of the end of  
131 January was \$271,389.87.  
132 - Flint Hill signs expenses in the amount of \$404.43 (\$273.71 for Kathy  
133 McDonald and \$130.72 for Jan Kent for purchasing signs and hardware) and  
134 receipts.  
135 - Conservation Fund withdrawal form for covering the above expenses.

136 Chair Kent said that the decision was made to cover the Flint Hill signs related expenses  
137 from the Conservation fund and that requires some paperwork to be signed by all  
138 members.

139 **Mr. Unger made a motion to approve the withdrawal of \$404.43 from the**  
140 **Conservation Fund (Account # 06-8052-050) to cover the Flint Hill signs**  
141 **related expenses. Ms. McNelly duly seconded. Motion carried by a roll call**  
142 **vote of 4:0 as follows: Deb McNelly – yes; Mike Unger – yes; Kathy McDonald**  
143 **– yes; and Jan Kent – yes.**

144 **Approval of Minutes**

145 *February 10, 2021 minutes* draft was reviewed, and small changes were made. **Ms.**  
146 **McNelly made a motion to approve the minutes of February 10, 2021 as**  
147 **amended; Kathy McDonald duly seconded. Motion carried by a roll call vote**  
148 **of 4:0 as follows: Deb McNelly – yes; Jan Kent – yes; Kathy McDonald – yes;**  
149 **and Mike Unger – yes.**

150 **Correspondence**

- 151  
152 - NHACC Newsletter;  
153 - Forest Society February 2021 newsletter  
154 - UNH Cooperative Extension Woods and Wildlife events newsletter  
155

156 **Training**

157 Chair Kent went over NH RSA 36-A regulating Conservation commissions and RSA 79-  
158 A:25, which regulates land use change tax and Conservation Fund.

159

160 **Adjournment**

161 **Members took a poll on adjournment - Deb McNelly – yes; Jan Kent – yes;**  
162 **Kathy McDonald – yes; and Mike Unger - yes.**

163

164 The meeting was adjourned at 8:20 pm.

165

166 Respectfully Submitted,

167

168 Alvina Snegach

169 Recording Secretary