

**Raymond Conservation Commission
Meeting Agenda**

July 26, 2023

7:00 PM

Room 109

Call to order

Public Input - 3 min./person, 15 min. total

Agenda Items

- 01-Route 27 Warehouse - continued discussion
- 02-Onyx site walk - follow up
- 03-Dearborn-Chestnut Oak-Big Tree Program
- 04-Chadwick-Easement Monitoring
- 05-Water source protection plan-Steering Committee
- 06-Ice House Road -info only
- 07-Kiosk update

Finance

- 08-Conservation Fund Statement if available - June

Approval of Minutes

- 09-June 14, 2023

Correspondence

Other items that may come before the board

Future Items/Events

- August 3rd - 5:30-Planning Board site walk - 11 Freetown Road- COU
- Mareld Planning Board meeting- Attendance requested-TBD
- October 19th - PB Onyx Hearing - Comments and attendance requested

Adjournment (no later than 9:00)

The public is encouraged and welcome to attend. Comments may also be submitted to conscomchair@raymondnh.gov

Supporting documents may be found at the Town of Raymond Website:
[Conservation Commission supporting documents](#)

Chestnut Oak

kmartin < >

Mon 7/17/2023 8:55 AM

To: conscomchair@raymondnh.gov <conscomchair@raymondnh.gov>

Cc: John Wallace < >

3 attachments (1 MB)

chestnut and measurers.jpg; chestnut height.jpg; Chestnut Oak Raymond.jpg;

Hi

I am the Rockingham County coordinator for the NH BIG TREE Program and we have located a chestnut oak on

the Dearborn Preserve that is larger than the one we already have listed on the same property. I am checking

to be sure it is OK to list it in our database and if its OK to use pictures of the tree for the program without any

fees. We sometimes have newsletters or calendars with tree photos.

We saw the sign on the tree already listed. Maybe you can just move it to the other tree. Its down the East

Trail as you get closer to the rail trail. GPS is N 43.03650 W71.22698.

The new tree measures 98" C, 95' H, and 65' Average Crown Spread.

Let me know if its OK to list, use photos, and if you have any questions.

Thanks Kevin

Kevin Martin

July 12, 2023

RE: Request for Steering Committee Volunteers – Local Source Water Protection Plan Update

Dear Raymond officials and staff,

The Rockingham Planning Commission has been awarded grant funding from the NH Department of Environmental Services (NHDES) Source Water Protection program on behalf of the Town of Raymond to update Raymond's Local Source Water Protection Plan. The goal of the project is to develop a robust action plan for mitigating existing and future threats to water quality and to improve resilience of the town's water supply. The project is intended to increase awareness of source water protection measures through outreach and engagement from elected officials, staff, and residents to result in greater support for implementation efforts.

A key part of this project is establishment of a Steering Committee made up of representatives from the town. The Steering Committee will meet regularly during the project to provide input to the content of the Plan and public outreach.

The following groups are being asked to appoint at least one participant to serve on the Steering Committee for the Raymond Source Water Protection Plan Update by September 1, 2023:

- Select Board
- Planning Board
- Zoning Board of Adjustment
- Conservation Commission
- Water Planning Committee

Additionally, the following town staff will be asked to participate in this project to varying degrees: Town Manager, Emergency Management Director/Fire Chief, Public Works Director, Building Inspector, Planning and Zoning Technician, and Police Chief.

The Steering Committee will meet two to three times from September through December 2023. Meeting times will be determined when a committee has been established.

When individuals are appointed, please forward their name(s) and contact information to me at mdionno@therpc.org or call (603) 658-0522.

Thank you for your support and assistance.

Sincerely,

Madeleine Dilonno,
Regional Planner, Rockingham Planning Commission and Raymond Circuit Rider Planner



CITIZENS BANK
 900 ELM STREET
 MANCHESTER, NH 03101

STATEMENT PERIOD
 FROM THROUGH
 06-01-23 06-30-23

TOWN OF RAYMOND
 CONCENTRATION ACCOUNT
 4 EPPING ST
 RAYMOND NH 03077-2529

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COMBINED STATEMENT OF RELATED ESCROW MASTER AND SUB ACCOUNTS

SUB ACCOUNT DETAIL INFORMATION

NAME: TOWN OF RAYMOND
 SUB-ACCOUNT NUMBER: 10-8200294385
 INTEREST PAID THIS PERIOD: 575.55 INTEREST PAID THIS YEAR: 3,304.68
 CURRENT BALANCE: 343,833.69 FED TAX WITHHELD THIS PERIOD: .00
 AVERAGE RATE THIS PERIOD 2.04% FED TAX WITHHELD THIS YEAR: .00

EFF-DT	PROC-DT	DESCRIPTION CHK/DEP NO	CONFIRM#	DESCRIPTION CREDITS	DEBITS	BALANCE
05-31	05-31	BEGINNING BALANCE				343,258.14
06-30	06-30	INTEREST PAYMENT		575.55		343,833.69
06-30	06-30	ENDING BALANCE				343,833.69

06/30/23



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Commission Members in Attendance:

Jan Kent, Chair
Michael Unger, Vice Chair
Kathy McDonald, Secretary
Warren Gibby

Meeting Called to Order by:

Commission Members Excused:

Kris Holleran

Commission Members Absent:

Recording Secretary:

Alvina Snegach (taking minutes from the recording)

Members of the Public in Attendance:

Gretchen Gott from Raymond Ethics Committee

Public Input:

There was none.

Agenda Items

Jim McLeod - Planning Board

Mr. McLeod introduced himself and said that he is representing Raymond Planning Board. He thanked ConsCom for putting him on the agenda and talked about a gap in communication when it comes to forwarding the materials that the Planning Board reviews to the attention of ConsCom. Therefore, the Planning Board decided to start the discussion about what triggers ConsCom review and when applications should be forwarded to the Commission and how to improve the review process and make sure that information is shared when needed and on time.

Ms. Kent explained how it typically worked in the past and when ConsCom gets involved and with what, which would be advised to the applicant by the Planning Department. She also said that developers who are familiar with ConsCom come to the Commission before the special permit has been submitted so that they can discuss what ConsCom will be looking for. She said that any special permit for wetlands impact will be directed to ConsCom by the Planning Department.

Mr. McLeod said that the Planning Board has a checklist for application review for site plans and subdivisions and asked whether the Conservation Commission would also need checklist.

There was discussion about when the checklist comes into play for the Planning Board, which Mr. McLeod said is required for the initial application review, unless it is only a conceptual review. Ms. McDonald said that she has a checklist from Bristol for the Conservation Commission that she wanted to share with the rest of the Commission. She said that sometimes if a plan changes during the Planning Board review, ConsCom does

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44 not always get notified of these changes. Mr. McLeod said that the Planning Board is now
45 working on revising its regulations and asked whether one of the items on its checklist
46 should be a ConsCom checklist that needs to be completed as part of the review process.
47 Ms. Kent said that maybe it should be noted somewhere in the Planning Review process
48 that ConsCom should be notified when plans change and those changes may be of
49 concern to ConsCom. Ms. Kent said that ConsCom is only dealing with special permits
50 usually, but if there is something that is unrelated but looks concerning on the plan,
51 ConsCom can comment, as it is only advisory.

52 Mr. McLeod asked if ConsCom would like to know about environmental assessments and
53 areas that have been contaminated. Ms. Kent said that usually ConsCom does not check
54 for that but if there is a checklist and that is on there, it could check for that too.

55 There was discussion about the need to make the special permit application more
56 comprehensive, so that ConsCom has an easier time reviewing it. Mr. McLeod said that
57 this is what the Planning Board is working on as well.

58 Mr. McLeod also spoke about the site walks and asked if those could be combined for the
59 two boards. Ms. Kent said that it would be good and ConsCom would like to be notified
60 and sometimes included on those; however, she said that there are some site walks
61 where ConsCom is looking for a different set of things than the Planning Board.

62 Mr. McLeod asked whether the ConsCom would like to be represented on the Technical
63 Review Committee. Ms. Kent said that the Commission would need to discuss who it
64 would be and if it would be a permanent representative.

65 Mr. McLeod also asked if ConsCom would be interested in doing a joint workshop with
66 the Planning Board. Ms. Kent said that ConsCom would be interested in doing that.

67 Mr. McLeod noted that if there are any zoning changes from last year that ConsCom
68 would like the Planning Board to discuss. Ms. Kent said that no net loss zoning,
69 conservation zoning, and some general clarification of Zone G. Mr. Unger said that
70 wetlands requirements are also scattered throughout the Zoning Ordinance which makes
71 it confusing.

72 There was discussion about minutes being helpful for staying informed about what is
73 being discussed at the Planning Board.

74 Mr. McLeod asked if ConsCom needs any help with finding any projects in Raymond that
75 would qualify for the ARM Fund money. Ms. Kent explained that it was ConsCom
76 impression that a project has to be already undergoing to qualify for the ARM funding.

77 Mr. McLeod asked if the ConsCom would be interested in participating on the committee
78 to discuss ARM funding along with other issues. Discussion ensued about the
79 requirements for ARM funding and whether no net loss may be a better option for the
80 Town to collect money similar to the ARM Fund, if it is a legal option.

81 Mr. McLeod said that if ConsCom needs any studies to be done, the Planning Board can
82 plan for it using the CIP process and would need to know about them ahead of time for
83 planning purposes.

84 Mr. McLeod also asked whether ConsCom had an idea how to loop LRAC into the review
85 process as well. Ms. Kent explained who to send emails for LRAC and added that ConsCom

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86 does not do any additional interactions with LRAC unless the special permit requires it (if
87 a development is within a certain distance of the Lamprey River).

88 Mr. McLeod said that ConsCom Rules of Procedure state that the ConsCom may advise
89 the Planning Board, thus it is not required to do so. He also said that they state that
90 ConsCom is the only board that can delay review of a wetlands permit to NHDES. Ms.
91 Kent explained how that statute works and that ConsCom has a certain amount of time
92 to seek clarification or intervention on the wetlands permits that are submitted to NHDES.
93 Mr. McLeod also said that recent statutory changes allow for a Planning Board member
94 to be on a Conservation Commission. Ms. Kent said that that has always been the case,
95 but in this case the Planning Board members were also members of ConsCom and not a
96 Planning Board representative. Mr. McLeod asked if ConsCom would like to consider
97 having a Planning Board member become a members of ConsCom. The answer was in
98 the affirmative from all the members present.

99 Mr. McLeod thanked ConsCom members for the discussion and said that he will bring all
100 this back to the Planning Board and will suggest a joint work session to discuss things
101 further.

102 Mr. Unger said that it would be nice if ConsCom would get copies of Wetlands, Functions,
103 and Values reports, LRAC comments, special permits applications, Alteration of Terrain
104 permits. Ms. Kent said that TRC minutes would also be helpful. Ms. Kent also said
105 ConsCom has been asking developers to submit a page in the plan that shows wetland
106 mitigation clearly.

107

108 **109 A, B, C & D Main Street**

109 Developer did not come to the meeting. Item deferred.

110

111 **Flint Hill - Kiosk and parking sign**

112 Ms. Kent said that Ms. Holleran was not present so the status of the parking sign will be
113 discussed when she is present. Members discussed Kiosk transportation and installation.
114 They also discussed a potential location for the Kiosk that Ms. McDonald and Ms. Holleran
115 identified.

116

117 **Conservations Property Signs – Kris**

118 Ms. Kent said that the Flint Hill ones were installed and thanked everyone involved. The
119 rest of them have to be installed and Ms. Kent will need to provide maps for Dearborn
120 and Cassier.

121

122 **Cassier W Shore Drive pines**

123 Mr. Gibby drove over and noted that they were not very clearly marked. The pine tree
124 with a blue ribbon that he saw and thought was the one as it was also leaning and
125 probably would need to be taken down. Ms. Kent asked what ConsCom would like to do
126 with the wood. Ms. Kent said that the tree cutting company can haul it away. Everyone
127 agreed that this was the best option.

128

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129 **Ethics Training**

130 Gretchen Gott and Joyce Wood from Raymond Ethics Committee joined the meeting. Ms.
131 Gretchen distributed the handouts with the revised Ethics Code and other materials and
132 went over the presentation and the Town of Raymond Ethics Code. She then spoke briefly
133 about the Raymond Ethics Committee. Then Ms. Gott went over the definitions.
134 Members discussed possible scenarios where conflict of interest could be an issue and
135 how it applies to them as ConsCom. Then Ms. Gretchen offered some examples for the
136 members to go through and decide what needs to be done in each one.
137 Ms. Gott also said that RSA 91:A (Right to Know Law) is not enforced by the ethics
138 Committee, although the Ethics Code does refer to the law and ConsCom has to abide by
139 it and be familiar with it.
140 Ms. Gott also talked about receiving gifts and what is and is not allowed.
141 Ms. Gott also went over the process of handling inquiries or complaints related to ethics
142 and what the Ethics Committee involvement would be.
143 There was a brief back and forth about member recusal and when it is warranted and
144 how it can be handled by either the member or the board.
145 Ms. Gott said that any questions are welcome but should be submitted via an inquiry form
146 and should not be related to any case in particular.

147

148 **Finance**

149 **Conservation Fund Statement April**

150 There was no statement available.

151

152 **Approval of Minutes**

153 **May 24, 2023.**

154 *On a motion by Ms. McDonald to approve the 05/24/2023 minutes as presented, which*
155 *was duly seconded by Mr. Gibby, 05/24/2023 minutes were approved by 4:0:1 vote in*
156 *favor. Ms. Kent abstained as she was not present at that meeting.*

157

158 **Correspondence**

159 Ms. Kent said that there was a document with NHDES Proposed Wetlands Rules changes
160 and NHACC was looking for ConsCom feedback by July 1, 2023. Ms. Kent suggested that
161 members send comments individually. She noted that the biggest change was related to
162 needing permission from the owner for a site walk. Before it was that the signature on
163 the wetlands application that confirmed permission, which is would be no longer the case
164 if the rules are changed.

165 **NHDES Wetlands Bureau File 2008-00205, NH Route 101, Raymond Tax Map**
166 **22 Lot 9**

167 Ms. Kent said that she sent the document to the members. Discussion ensued about the
168 approval and the conditions.

169

170 **Future Items/Events**

171 **July 12th - Route 27 Warehouse**

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172

173 **Other items that may come before the board**

174 Ms. McDonald said that she finished the wetland best management techniques classes
175 and it was excellent. She is trying to obtain the copy of the booklet from the training for
176 all ConsCom members. Ms. Kent said she will check if there are any available.

177 Ms. McDonald also spoke about the Town of Bristol's checklist for the special permits and
178 said that she will distribute copies to ConsCom.

179

180 **Adjournment**

181 *Motion made by Mr. Unger, seconded by Mr. Mc, and upon a unanimous vote in favor,*
182 *meeting adjourned at 9:01 PM.*

183

184 Respectfully submitted,

185

186 Alvina Snegach

187 Recording Secretary