

CONCORD CONSERVATION COMMISSION

REGULAR MEETING MINUTES

March 12, 2025, 7:00 p.m.

City Hall, 2<sup>nd</sup> Fl Conference Rm, 41 Green St

Attendees: Rick Chormann, Councilor Michele Horne, Emily Landry, Tracey Lesser, Vice-Chair Jeff Lewis, Alternate Jim Owers, and Chair Kristine Tardiff

Absent: Mark Coen

Staff: AnneMarie Skinner, City Planner  
Kearsten O'Brien, Senior Planner  
Krista Tremblay, Administrative Technician III

Public: Katherine Healy  
Kevin Porter (35 Reserve Place, Concord)  
Morgan Dunson (18 Chennell Drive, Concord)  
Terri Wiltse (Concord)  
Josh Auger

1. Call to Order

The meeting was called to order by Chair Tardiff at 7:02 p.m.

2. Minutes – Approve meeting minutes from February 12, 2025 and February 26, 2025

Tracey Lesser and Frederick Chormann arrived at 7:03 p.m.

Vice-Chair Lewis moved, Ms. Landry seconded, to adopt the February 12, 2025, minutes with corrections. All in favor. Motion passed unanimously.

Katherine Healy arrived at 7:06 p.m.

Ms. Landry moved, Vice-Chair Lewis seconded, to adopt the February 26, 2025, minutes with corrections. All in favor. Motion passed unanimously.

3. New Business

a. Meet Kevin Porter potential Alternate Member to the Commission- Email & Resume

Mr. Porter provided to the Conservation Commission his background for the request to become an alternate member of the Conservation Commission.

The Conservation Commission had a discussion with Mr. Porter regarding his background and qualifications.

Vice-Chair Lewis made a motion to recommend Mr. Porter for the alternate member position on the Conservation Commission and ask for the City Manager to meet with Mr. Porter. Ms. Lesser seconded. Motion passed with 4 in favor (Landry, Lesser, Lewis, and Tardiff) to 1 opposed (Owers) and 1 abstention (Chormann). The motion passed.

b. Provide a recommendation to the Planning Board for PL-CUP-2025-0085 for disturbance to wetland buffers at 210 Bog Rd in the Open Space Residential (RO) District for Nobis Group, NHSCOT, and

CONCORD CONSERVATION COMMISSION

REGULAR MEETING MINUTES

March 12, 2025, 7:00 p.m.

City Hall, 2<sup>nd</sup> Fl Conference Rm, 41 Green St

Child & Family Services Realty Corporation. (2025-015)

Ms. Dunson and Ms. Wiltse are present to represent this application.

Ms. Skinner stated the Conservation Commission needs to provide a recommendation on the conditional use permit for the disturbance to wetland buffer.

Ms. Dunson stated the site is located at 210 Bog Rd. Ms. Dunson it used to be the YMCA Camp Spaulding. There is a 75-foot elevation change from Bog Rd to the very top. There is a main lodge and cabins. Ms. Dunson stated the lot is awkward. There is a second portion that comes off River Rd that also has additional cabins. Ms. Dunson stated for this project they are proposing to widen the existing driveway for main access to the site. Currently it is around 15 feet wide at its narrowest and goes up to 18 feet wide for access. There are two 24-inch metal pipes (image 13 and 14). Ms. Dunson researched when the pipes where installed and guessed they are maybe 25 years old. Ms. Dunson stated based on the observance in the field it is eroded. It does need to be repaired for safety reasons. There are trees growing out of it. Ms. Dunson stated what they are proposing is to expand the road to be a 24-foot-wide driveway entrance. They will reinstall like-kind culverts. They are proposing a guard rail on each side of the driveway as there is a 3- to 4-foot drop off in elevation. Ms. Dunson contacted NHB and they have no concerns. Ms. Dunson contacted New Hampshire Fish and Game and is waiting to hear back from them on any concerns. Ms. Dunson has filed a FIS-1004. Ms. Dunson submitted an alteration of terrain permit application last month. Ms. Dunson sent to the project to the local advisory committee for the Contoocook River. They will submit to the Department of Environmental Services for a culvert repair replacement. Ms. Dunson stated the disturbance to the wetland buffer is to improve the existing driveway to make it safe for visitors.

Alternate Owers asked how many people will go across the driveway.

Ms. Dunson stated in the day-to-day activities there will not be much traffic. Ms. Dunson noted maybe 20 people will come in and out for smaller classes. This site will be the headquarters for NH SCOT. They are proposing to have four to six large events during the year to host up to 600 people at each event.

Alternate Owers asked if that is the only egress to the property.

Ms. Dunson stated there is a secondary emergency egress at the top of the hill. Ms. Dunson noted it is an awkward lot. Ms. Dunson stated right now the secondary access is an existing woods road that is 8 feet wide. They will enhance it by widening to a 12-foot-wide gravel access road for emergency vehicles with no public access.

Alternate Owers made a motion recommending that the Planning Board approve the conditional use permit application as submitted. Member Chormann seconded.

CONCORD CONSERVATION COMMISSION

REGULAR MEETING MINUTES

March 12, 2025, 7:00 p.m.

City Hall, 2<sup>nd</sup> Fl Conference Rm, 41 Green St

Discussion

Vice-Chair Lewis asked about the status of the stream.

Ms. Dunson stated it is a tier 3 stream. Ms. Dunson noted she has a wetland scientist. Ms. Dunson stated they believe if they can get sign off from New Hampshire Fish and Game, and since this is just a repair of an existing culvert, that they should be fine.

Vice-Chair Lewis asked if the existing culverts are sized properly for flow for tier 3 stream.

Ms. Dunson does not know what they were sized for, noting that the permit was granted in 1997.

Vice-Chair Lewis stated he feels those are small culverts for a tier 3 stream. Vice-Chair Lewis noted even if they have a bigger culvert, there will be the same impact. Vice-Chair Lewis stated as long as it is two feet high and it ends up being longer there should be no more impact than what is shown. Vice-Chair Lewis stated he supports the motion.

All in favor. The motion passed unanimously.

4. Non-public session for the discussion of the acquisition of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community in accordance with RSA 91-A:3, II(d)

The Conservation Commission voted to enter the non-public session at 8:05 p.m.

The Conservation Commission voted to exit the non-public session at 8:29 p.m.

Vice-Chair Lewis made a motion to seal the non-public meeting minutes. Member Landry seconded. Roll call vote 6 in favor (Chormann, Landry, Lesser, Lewis, Owers, Tardiff) to 0 opposed. The motion passed unanimously.

Vice-Chair Lewis made a motion to move forward with pursuing a letter of interest for a donation of a parcel as discussed in the non-public session and appropriate up to \$30,000 to be spent on that effort. Member Landry seconded. All in favor. The motion passed unanimously.

5. Reports

- a. Trails Subcommittee – Jeff Lewis

Vice-Chair Lewis stated that Chair Tardiff gave the Trails Subcommittee an overview of the bypass trail for the Woodard settlement agreement. Mr. Klemarczyk will be working on the bypass.

Chair Tardiff stated the Conservation Commission needs a cleaner map to send to the Woodards and

CONCORD CONSERVATION COMMISSION

REGULAR MEETING MINUTES

March 12, 2025, 7:00 p.m.

City Hall, 2<sup>nd</sup> Fl Conference Rm, 41 Green St

Don and Rebecca Ross as a courtesy as they are abutters. Chair Tardiff raised the question about sending it to the other abutter near where the trail will begin.

Vice-Chair Lewis stated the Conservation Commission should send a letter to the other abutter.

Chair Tardiff asked for staff to put together a better map and a letter. Chair Tardiff stated there are some requirements of the Conservation Commission in the settlement agreement about signage. Chair Tardiff stated they are supposed to install and maintain signs notifying the general public and others that the discontinued District Five Rd is not a class 6 highway and to please respect the rights of the property owners across sections of the discontinued road. Chair Tardiff does not think they put those up in connection with the gates. Chair Tardiff stated they will have to come up with language and convert it into a sign. They will also need to decide where the signs will be located. Chair Tardiff stated upon construction of the trail, the City shall install and maintain signs at the entrance of the discontinued road and sufficiently prior to the westerly boundary of the Woodard property notifying the general public and others of the availability of the trails. Chair Tardiff stated they should come up with something that is consistent with signage they have used elsewhere.

Vice-Chair Lewis asked if the sign should be a part of package that is mailed.

Chair Tardiff said it could be.

Vice-Chair Lewis stated they need to get this all back to them next month and then send a letter.

Chair Tardiff stated yes.

Vice-Chair Lewis asked if the signage would be identified on the map.

Chair Tardiff stated she thinks it needs to be on the map.

Ms. Skinner asked if they want the updated map to include the signage?

Vice-Chair Lewis stated the sign locations and what the signage says needs to be on the map.

Chair Tardiff will work with the City Solicitor regarding the signage.

Vice-Chair Lewis stated the Trails Subcommittee approved their annual report for 2024. Vice-Chair Lewis stated the Trails Subcommittee reviewed the bylaws. They are still in the process of updating the Concord Trails Guide.

b. Forestry

Chair Tardiff stated Mr. Klemarczyk gave his report at the trails meeting.

CONCORD CONSERVATION COMMISSION

REGULAR MEETING MINUTES

March 12, 2025, 7:00 p.m.

City Hall, 2<sup>nd</sup> Fl Conference Rm, 41 Green St

- c. Tree Subcommittee update – Rick Chormann  
Member Chormann stated he was at the meeting and the minutes are attached to agenda.
  - d. Local River Advisory Committees  
There is nothing to report on this agenda item.
  - e. New Hampshire Department of Environmental Services  
There is nothing to report on this agenda item.
  - f. City Open Space and Easements  
There is nothing to report on this agenda item.
  - g. City Council/Planning Board  
Councilor Horne stated if anyone is interested they are doing Earth Day activities on the 19th and anyone can join.
6. Old Business
- a. Abbottville Sewer Application and Plans Update– no discussion necessary, for your information  
Ms. O’Brien said they are moving forward full force. The application and plans are in the agenda packet.
  - b. Current Land Use Change Tax  
Chair Tardiff has nothing to report on this agenda item.
7. Staff updates on items
- Chair Tardiff reminded the group about the Saving Special Places conference in April. Chair Tardiff asked that the email be sent to everyone. Chair Tardiff stated in the past the Conservation Commission has covered the cost for anyone to attend.
- Ms. O’Brien noted it is \$75 per person.
- Ms. Skinner advised everyone to email Ms. O’Brien and she will coordinate payment.
- Ms. Skinner stated the Conservation Commission needs to set the date to walk the survey of the 16-foot-wide easement adjacent to the old Dimond Rd. Mr. Klemarczyk will meet the members.
- Ms. Skinner will check with Mr. Klemarczyk and get back to the Conservation Commission with date options.
- Ms. Skinner stated the Conservation Commission needs to set a date to walk the Spears Loop and need

CONCORD CONSERVATION COMMISSION

REGULAR MEETING MINUTES

March 12, 2025, 7:00 p.m.

City Hall, 2<sup>nd</sup> Fl Conference Rm, 41 Green St

Brianna Belisle included in the walk.

Member Landry noted that Brianna Belisle is the easement monitor for the Society for the Protection of New Hampshire Forests and the forest society has an easement on the property.

Ms. Skinner stated correct.

Ms. O'Brien will coordinate with Mr. Klemarczyk for date options.

**Adjournment**

Member Owers moved, seconded by Member Landry, to adjourn the meeting at 8:57 p.m. All in favor. Motion passed unanimously.

Respectfully Submitted,

*Krista Tremblay*

Krista Tremblay

Administrative Technician III