Lee Conservation Commission  
Meeting of Minutes of September 14, 2020

Attendance: Catherine Fisher (Secretary), Dawn Genes, (Chair), Amanda Gourgue (Treasurer), Bill Humm, Dave Shay, Deb Sugerman, Anne Tappan  
Ex Officio: Scott Bugbee

As this meeting was held electronically, D. Genes began by reading the Right to Know Law checklist:

As Chairperson of the of the Conservation Commission, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu’s Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone 1-301-715-8592 and entering Meeting ID 819 0038 9681 and Password 179735 or by entering the same information through: zoom.us

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Lee’s website at: leenh.org

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 603-234-8194.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting; we will adjourn the meeting and have it rescheduled to another time.

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, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. Catherine Fisher, Dawn Genes, Amanda Gourgue, Bill Humm, Dave Shay, Deb Sugerman, Anne Tappan and Scott Bugbee all present with no one present in their respective rooms.

Approval of Minutes: D. Shay moved to accept the minutes of August 10, 2020 as written; D. Sugerman seconded the motion and a roll call vote was taken. All members of the Commission voted to accept, as written, the minutes of August 10, 2020.
REPORTS:
Treasurer’s Report: A. Gourgue reported that she had no changes to report and that the Commission’s account, as of July 2, 2020 was $14,531.87, composed of
LCC Funds: $11,849.29
David Allen Funds: $ 2,682.58
ZBA/Planning Board: A. Tappan reported that no meetings were held in the past month.
Easement Monitoring: Properties monitored in August and September: Randy Stevens (8/5); Kelsey (8/12); Fogg (8/19); Henry (9/2); and Cox (9/9). Nothing of concern was noted on any of the properties. Schedule for remaining properties is as follows: Hutton (9/16); Woodall (9/23); Schulz/Friedlander (9/30); Brisard (10/7); Daley (10/14); Ellis Oyster River (10/21); Chisholm (10/28); Old Mill (11/4); Verrette (11/11).
Education/Outreach: C. Fisher reported that she had written three or four articles for the Commission’s Facebook (FB) page in the past month. A. Gourgue reported that the number of people reached on Commission’s FB page had gone up 35%.

OLD BUSINESS:
Conservation Commission Projects Underway:
Little River Park Trail Project:
Kiosk Receipts: D. Sugerman reported that the combined labor and materials cost for building the kiosk came to $1,943.15 a figure that was $256.85 less than the budgeted amount of $2200.00. Bill Humm moved to approve payment to Kevin Martin in the amount of $1943.00; D. Shay seconded; all members of the Commission voted to approve.
Bridge: D. Shay reported that the Department of Environmental Services (DES) requires a full wetland assessment. Marc Jacobs has submitted a proposal to do a site review, survey the site, and prepare a wetland assessment report for a sum of $3750, which, because he will be assisted by D. Shay and Caren Rossi, is lower than his normal fee. The surveying will be done in October, once the leaves have fallen. Once granted, the permit will be valid for five years. Lamprey River Advisory Committee (LRAC) grant does not have the funds to cover this. D. Genes asked if a bridge is necessary on the trail. C. Fisher stated that if the trail terminates before reaching the Little River, then the name of the trail (River Trail) would have to change. B. Humm stated that even if the trail was terminated before reaching the river, people would continue to make their way there, using improvised bridges that posed a public safety hazard. C. Fisher added that such improvised crossings have resulted in stream degradation. D. Sugerman stated that in addition to building a bridge, a rusted culvert needs to be replaced and asked that this be added to M. Jacob’s evaluation. She will apprise LRAC of this development in the bridge project.
D. Shay makes a motion to approve, pending funding availability, the payment of the $3750.00 proposal from M. Jacobs. C. Fisher seconded the motion. All members of the Commission voted to approve.
Posting of Town-Owned Land: A. Tappan reported that the Select Board approved putting up No Hunting signs, and that she had purchased them. B. Humm stated that, in past years, both the Police Dept. and C. Rossi have been notified when lands are posted; A. Tappan will put together a letter for Dawn to send to both parties. Signs will be posted at Lee 5 Corners, Joe Ford Wildlife Sanctuary, Maud Jones Memorial Forest, the Town Forest, and Little River Park. A staple gun will be used to attach signs to trees, posts, kiosks, gates, etc. B. Humm requested that A. Tappan send an email delineating which properties need signs posted.
Spring Covers/Joe Ford Wildlife Sanctuary: A. Tappan reported that the two open wells now have covers. She reported that there is a similar problem with an open well at Maud Jones Memorial Forest. Julie Glover has put this on the September 21 Select Board agenda, during which A. Tappan and Steve Bulke will ask for authorization to address the problem.
Invasive Species Treatment: B. Humm reported that Biospray will treat the old orchard/field in the Town Forest with Garlon 4 ultra, and will use a glyphosate on the Rothwell Reserve and Joe Ford Wildlife Sanctuary. The Town Forest property will be treated on September 22. B. Humm noted that there is a small patch of seed-bearing bittersweet in the orchard, which he will cut and remove prior to treatment.
Trail Guidelines - Final Approval: D. Genes made note of a few edits and will forward the draft of the Guidelines to Julie Glover who will forward it to the Select Board. Pending Select Board approval the Guidelines will then be posted on the Town of Lee website, the Lee E-Crier, the Commission’s Facebook page, and AllTrails.

Trail Work and Trail Maintenance Training Offer from Cooperative Extension Service (CES): With regards to the trail repairs/improvements planned for both Maud Jones and James Farm, D. Genes reported that she contacted Malin Clyde, Nature Groupie Manager with CES. M. Clyde gave the option of the Commission making its own plans using Nature Groupie’s “Trail Maintenance Training Guide” or take part in a Trail Training session in the fall. An additional option was contracting with a professional. D. Genes reported that one or two families on Captain Parker Drive had offered to help with work on the Maud Jones trail. She will make a date for a site visit with M. Clyde and other volunteers to plan work on the trail.

Proposed Trail Volunteer Committee: D. Sugerman proposed the formation of a volunteer Trail Committee to help with the maintenance of trails on conservation land. The work undertaken by the Commission is such that keeping up with trail improvements, repairs, bridge replacements, etc., is increasingly difficult. The proposed committee would be supervised by a member of the Commission. Commission members found this idea worthwhile, and D. Superman will draft a proposal stating objectives, guidelines, advertising, etc. to be presented at a future meeting.

Old Mill: D. Genes reported that she had talked with NRCS regarding mowing the trail. NRCS wants mowing to be done in October - after turtle season is over. She reported that she had submitted a Compatible Use agreement to NRCS on Sept. 14. Mowing will take place at such time as an NRCS representative can be present.

NEW BUSINESS:

Conservation Commission Projects:

American Chestnut Trees: C. Fisher reported that she had been contacted by S. Bullek on behalf of Tim Elliott, a member of the American Chestnut Foundation, who inquired about harvesting chestnut burrs from the native plants garden at the Transfer Station. This would be done as part of a TACF’s program to harvest seeds from productive American chestnuts to collect as much genetic diversity as possible. C. Fisher reported that T. Elliott asked to be given directions to the burr-producing chestnut in the Town Forest. She also suggested that T. Elliott be given information about another burr-producing tree on the Rothwell Reserve. Commission members agreed that this was a worthy endeavor and that T. Elliott be given directions to these trees. C. Fisher will write an article to run in the E-Crier and on the Commission’s Facebook page, describing TACF’s program and giving T. Elliott’s contact information, so that any resident with knowledge as to the location on other burr-producing American chestnuts can report the location directly to Mr. Elliott.

Budget Committee Schedule: D. Genes reported that the Budget Committee meeting will be held on October 6. Because there have been funds available in the LCC account, the Commission hasn’t requested funding for several years. As the account has since been drawn down, and as there are several projects pending, S. Bugbee suggested that Commission members make a list of the projects and activities for which funding will be needed in the coming year and put together a budget request.

Moving Conservation Commission Materials to New town Hall Location: The Commission will be sharing a space with the Recreation Commission. The logistics of moving the Commission’s materials were discussed. B. Humm reported that he has moved some files from the fire-proof cabinet. Another file cabinet must be unloaded and moved as well as educational materials. Lidded boxes will be needed.

Next Meeting: Monday, October 5, 2020 at 7:30 p.m.

Submitted By: Catherine Fisher