



MINUTES OF THE NASHUA CONSERVATION COMMISSION

Tuesday, June 21, 2016

A. Call to order

A special meeting of the Nashua Conservation Commission was called to order on Tuesday, June 21, 2016 at 7:00 PM, in Room 208, City Hall, and Second Floor - 229 Main Street.

B. Roll call

Chairman Michael Gallagher, presided;

Members of the Commission Present:

Sherry Dutzy
Donald Cederquist
Brandon Pierotti
Richard Gillespie

Also in Attendance:

Linda Panny, Planning Department
Ald. David Schoneman

C. Approval of Minutes—none

D. New Business—none

E. Old Business—none

F. Other Business and Updates

- Change Order – Southwest Trails/Morin's

Chairman Gallagher said the Commission has a copy of the change order from Morin's as well as a drawing of the changes. The issue at hand is that the crosswalk is so wide that vehicles are using it to enter and exit the parking lot at Lovewells Pond. Morin's is suggesting installing a bollard, which would still allow for pedestrian and bike traffic, as well as a stop sign at the exit.

Commissioner Pierotti asked if the stop sign would require an official ordinance.

Ms. Panny said the Planning Board often requires new site plans to have stop signs in the parking lot, which do not require approval from the Board of Public Works.

Chairman Gallagher said change order Option #1, which includes several parking lot improvements, totals \$1,865. Option #2, to install a bollard, totals \$1,930. Option #3 is for additional signage. He said he is in favor of installing additional signage.

Commissioner Pierotti asked if there was a winter maintenance plan.

Chairman Gallagher explained the maintenance plan does not include snow plowing. The plan allows for one spring cleanup and mowing of the Terrell field.

Commissioner Dutzy said she is in favor of Option #1, which includes installing a beveled post and chain.

Chairman Gallagher asked if it would be more beneficial to do one option at a time or do everything at once.

Commissioner Pierotti said another option is to install a raised planter in lieu of a bollard.

Chairman Gallagher said he has not observed any difficulty with the grade and access to the site, so he doesn't see the necessity of this improvement. However, he does not have an issue spending the money to implement all of the improvements at once.

Commissioner Gillespie said he is in favor of just having a bollard, and not the post and chain.

**MOTION BY CHAIRMAN GALLAGHER, SECONDED BY COMMISSIONER DUTZY, TO TRANSFER \$3,614 FROM THE CONSERVATION FUND INTO AN ACCOUNT TO EXPEND TOWARD THE CHANGE ORDER FOR MORIN'S LANDSCAPING FOR THE SOUTHWEST TRAILS PROJECT.
MOTION CARRIED**

- Maintenance Contract – Southwest Trails/Morin's

Chairman Gallagher said Morin's charge for an annual spring cleanup totals \$3,785 for the year, with a 5-year contract number of \$18,925. There are a number of items listed in the contract as "incidentals", such as the removal of trees, tree and shrub trimming, trail repair, and so on. They have suggested an annual allowance of \$5,500, or a 5-year amount of \$27,500. He said he is in favor of having a contingency fund which can be drawn upon. They do not want to have to annually revisit the contract.

**MOTION BY CHAIRMAN GALLAGHER, SECONDED BY COMMISSIONER DUTZY, TO TRANSFER \$30,000 FROM THE CONSERVATION FUND INTO AN ACCOUNT TO BE HELD UNDER THE PLANNING DEPARTMENT FOR THE PURPOSE OF THE MAINTENANCE AND CONTINGENT ALLOWANCE FOR THE SOUTHWEST TRAILS PROJECT.
MOTION CARRIED**

- Review of By-Laws

Chairman Gallagher said he conducted research on whether the Commission will need to adjust their by-laws to allow student members to serve on the Commission as non-voting members. They need to determine how to incorporate student members from each of the surrounding institutions, on a rotating basis.

Commissioner Dutzy said, if they have to limit to two student members, they could conduct a lottery.

Ald. Schoneman said the Mayor typically interviews candidates to determine their qualifications and make a decision. Does the Commission want to give students this realistic experience, rather than conduct a lottery?

Commissioner Dutzy said candidates participating in the lottery would still need to be qualified for the position.

Chairman Gallagher said none of the current Commissioners were pre-qualified. The Commission would not want to create additional standards for candidates, especially as they would be non-voting members.

Commissioner Pierotti asked if the student would need to be a resident of Nashua to serve on the Commission.

Commissioner Gillespie said that has been the tradition of the Commission, but it is not a requirement.

Chairman Gallagher asked Commissioner Dutzy to create a draft of potential language to be added to the by-laws in regards to student membership.

G. NCC Correspondence and Communications

Chairman Gallagher said they received a letter from the Nashua River Watershed Association, requesting membership in their program. They are asking for a \$100 donation. The Commission last donated to the association in 2014.

**MOTION BY COMMISSIONER DUTZY, SECONDED BY COMMISSIONER GILLESPIE, TO RENEW THE NCC'S MEMBERSHIP WITH THE NASHUA RIVER WATERSHED ASSOCIATION AND MAKE A \$100 DONATION TO THE PROGRAM.
MOTION CARRIED**

H. Items

Commissioner Dutzy said she had an opportunity to speak to Mariellen MacKay, ZBA member, regarding the case at 22 Salmon Brook Dr. It seems the applicant presented additional information at the ZBA meeting than what was brought before the Commission. No one from the ZBA conducted a site visit, unlike the Commissioners. Based on this conversation, it appears that there is a communication breakdown between the Commission and the ZBA, which needs to somehow be bridged.

Chairman Gallagher said historically, NCC members have attended ZBA meetings for cases that are particularly complex and require clarification. Commissioners cannot be expected to attend every project. In his conversations with ZBA and PB members and staff, they respect and read through the minutes of the NCC. Whereas the NCC is an advisory board, ZBA and PB are quasi-judicial and have a responsibility to make decisions that will stand up in court.

Ald. Schoneman said it may be beneficial for the Commission to sit down with ZBA members and discuss these communication issues.

I. Project Updates by Commissioners

Commissioner Pierotti said he reviewed the schematics as presented at the last meeting. He asked what precedence has been set for developing a commercial space with a building footprint that is directly within a conservation area.

Chairman Gallagher gave an overview of the Commission's process in analyzing these types of projects.

Commissioner Dutzy said she met with Nick Caggiano, Parks and Recreation, at the Northwest Property to determine a location for the sign. She also spoke of a potential Eagle Scout project at the Joyce Wildlife Sanctuary.

- J. Nonpublic Session**
- K. Adjournment**

**MOTION BY COMMISSIONER DUTZY, SECONDED BY COMMISSIONER CEDERQUIST, TO
ADJOURN
MOTION CARRIED**

APPROVED:

Richard Gillespie, Clerk, Nashua Conservation Commission

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Prepared by: Mindy Lloyd

Taped Meeting