Members present: Chuck Mitchell, Kathi Mitchell, Paul Rushlow, Jon Scanlon, Bob Hardy, Helen Hanks, Ben Wadleigh and Jim Cropsey.

Minutes: Jon Scanlon moved, seconded by Paul Rushlow to accept the minutes of Sept. 17, 2012 as corrected. Motion passed.

Joe Stone – WRSD: Matt Moore, representing WRSD presented a site plan for a new access road to the two ball fields on the upper levels. As this road will be within the Conservation Easement area the District is seeking approval of the Conservation Commission. Mr. Moore quoted the easement document indicating the use limitations which do allow a gravel maintenance road. The proposed gravel road will be 10’ wide with no more than 5% slope to meet ADA requirements. There are no wetlands involved and no permit applied for. The drainage will go into the grass areas before reaching any wetlands. The Fire Department has approved the width for ambulance accessibility with the request for a box with the key at the gate.

In the areas where the surface is gravel, waddles will be used for erosion control and a silt fence will be used where it is grass. The plan includes a retention/detention pond located below the access to the first field. The priorities for this road are for emergency access and ADA access. It is a seasonal road that will not be plowed in winter. Mr. Moore stated that he will need to amend the existing Alteration of Terrain and will start the project as soon as that is complete. Helen Hanks questioned the process of updating the existing Alteration of Terrain and Mr. Moore explained that each time a plan is amended the permit expiration date is extended for 10 years. Jim Cropsey questioned the ability to meet ADA access requirements with a gravel road. Mr. Moore replied that it meets the requirements of the Conservation Easement and ADA requirements as long as the gravel is maintained. Kathi Mitchell asked if there is a maintenance plan included in the site plan. Helen Hanks asked how the gravel will be prevented from washing down the hill. Mr. Moore replied that having the road make several curves sends the water in different directions and therefore there are no long slopes for the water to run down. He added that it’s not much of a slope and it is banked to the sides. Vehicles will not be using this road causing ruts. Joe Stone added that the maintenance plan will be “as needed” as this is an expensive project which the district will want to protect. Chuck Mitchell commented that we can’t control the weather, but annual inspections and good compaction will help to keep the road...
in good condition. Joe Stone replied that this is a reasonable request and in fact the District is working on a maintenance plan for recently completed drainage work.

After further discussion, Paul Rushlow moved, seconded by Helen Hanks to accept the plan as presented with the condition of preparing a maintenance plan. Ben Wadleigh added that the inspections should be twice a year and after any 3” storm. Motion passed.

**John Bernard – 216 Laconia Road:** Attorney Nix, representing Mr. Bernard presented a site plan showing a 7,500 sq. ft. expansion of pavement on this lot for a planned used car lot. There are no wetlands involved and a detention pond is planned in the North east corner of the lot. Helen Hanks cautioned Mr. Bernard that if the detention pond is not properly maintained it becomes a wetland which cannot be disturbed.

Mr. Bernard stated that there will be no vehicle maintenance or detailing occurring on this site as this will occur elsewhere. There will be occasional washing of vehicles on site. Chuck Mitchell noted that the Commission normally asks for a 100 year plan for stormwater management, but in this case the 50 year plan should be sufficient. Chuck added that snow may need to be removed from this lot as it cannot be pushed onto abutting property.

Mr. Bernard stated that the existing garage on the property will not be used for vehicle maintenance, no fluids will be changed on site and no vehicle inspections will be conducted as this is all done off site. The grass section on the left of the current driveway will remain as grassed. After further discussion Helen Hanks moved, seconded by Bob Hardy to send a letter to the Planning Board with the following comments on this site plan:

1. The detention pond should be designed to meet a 50 year storm requirements
2. No maintenance or detailing of vehicles will occur on this site
3. The grass near the entrance to the property is to remain intact
4. Care needs to be taken not to push snow/salt/sand into the wetlands on abutting property or the detention pond.
5. This plan should go to the ZBA for setbacks.

Motion passed.

**Update on Ernie’s:** Chuck Mitchell spoke with Phil Miles at DOT and determined that it will be possible to remove the stone wall portion of the “Martin” piece. The Selectmen were not supportive of further expenditure for this property but it was agreed by Commission members to pursue this matter further. Helen Hanks suggested putting a proposal together and then having the Commission speak with the Selectmen. The state is only looking to guarantee that there will
be no commercial use of the property. Members discussed the possibility of allowing the footbridge for the WRTA trail on this property as well as part of the trail. There was general agreement that the Commission would support such use by the trail, but not including that as a contingent in the deed to the property.

**Conservation Chapter – Master Plan:** This chapter has been reviewed/revised and updated by Commission members and is ready to be submitted to the Planning Board. Jon Scanlon suggested adding the need for boat access to lakes and Winnipesaukee River in Tilton. Bob Hardy moved, seconded by Ben Wadleigh to approved the Conservation Chapter as amended. Motion passed.

At 8:16 PM Helen Hanks moved, seconded by Kathi Mitchell to enter into a non public session as per RDS 91A:3c to discuss a subject that would adversely affect the reputation of a person. Motion passed by roll call vote. At 8:30 pm the Commission resumed their meeting and Helen Hanks moved, seconded by Bob Hardy to seal the minutes of the non public session permanently. Motion passed.

**Correspondence:**
- DES – Leif Martinson – more information needed
- DES – K&G Realty Trust – deficiencies corrected
- NHACC annual meeting notice

**Other:** Helen Hanks asked members how many times the Commission should allow uses within the WRSD Conservation Easements. Kathi Mitchell added that she is concerned about watering down the value of the easement by the school district.

Chuck Mitchell will respond by certified mail to Ralph Sellars’ letter dated September 27, 2012 re concerns about his wetlands permit.

Kathi Mitchell informed the Commission that DES does not necessarily require a permit for docks if they meet certain requirements. She will do further research on this issue.

Meeting adjourned at 8:45 pm.

Respectfully submitted,

Eliza Conde, Secretary  

*Minutes approved 11-19-2012*