

**Raymond Conservation Commission  
Meeting Agenda**

November 9<sup>th</sup>, 2022

7:00 PM

Media Center – High School

Call to order

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

**Agenda Items**

01-Industrial Drive Warehouse Map 22, Lots 44,45,46,47  
Map 28, Block 3, Lot 120-1 - continued discussion  
02-Dearborn Cleanup - Boy Scouts - update  
03-Newsletter articles

**Finance**

04-October Conservation Fund statement - if available  
05-Expense reimbursement - Dearborn bridge-sign form

**Approval of Minutes**

06-October 26th, 2022

**Correspondence**

07-Flint Hill - Adele Drive

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

**Future Items/Events**

December 14th - CC Meeting

January 11th - CC Meeting

January 25th - CC Meeting

Adjournment (no later than 9:00)

The public is encouraged and welcome to attend. Comments may also be submitted to [conscomchair@raymondnh.gov](mailto:conscomchair@raymondnh.gov)

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



The State of New Hampshire  
**Department of Environmental Services**



**Robert R. Scott, Commissioner**

**Request for More Information**

November 9, 2022

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ONYX PARTNERS LLC  
C/O ANTON MELCHIONDA  
60 CENTRE  
DOVER MA 02030

**Re: NHDES Wetlands Bureau File 2022-02474, Industrial Drive, Raymond Tax Map 22 Lot 45**

Dear Applicant:

The New Hampshire Department of Environmental Services (NHDES) Wetlands Bureau reviewed the above-referenced Standard Dredge and Fill Wetlands Permit Application (Application). Pursuant to RSA 482-A:3, XIV(a)(2) and Rules Env-Wt 100 through 900, NHDES Wetlands Bureau determined the following additional information is required to complete its evaluation of the Application:

1. This project meets the definition of “significant environmental impact” per Rule Env-Wt 104.19, since it proposes to dredge or fill more than one acre of non-tidal wetlands. please note that in accordance with Rule Env-Wt 202.01(b)(1), and per RSA 482-A:8, the department shall conduct a hearing on a permit application for any project that will have a significant environmental impact. Per RSA 482 A:3, XIV.(a)(3) and (5), notice of the hearing will be made within 30 days following the department’s receipt of a complete response to this request for more information.
2. Pursuant to Env-Wt 311.04(a), please provide the correct mailing address of the applicant as the Application has a partial mailing address of “60 Centre.”
3. In accordance with Env-Wt 204.03(i) please provide a complete explanation of why the applicant believes that having the waiver granted will meet the criteria in Env-Wt 204.05 or Env-Wt 204.06, as applicable.
4. In accordance with Env-Wt 311.10(a)(1), subject to Env-Wt 311.10(d) and (e), the functional assessment required by Env-Wt 311.03(b)(10) contains a typo referring to the wrong project. Particularly, the last paragraph states, “This concludes the functions and values analysis for the minor dredge and fill application for the Sig Sauer Parking Redevelopment.”
5. In accordance with Env-Wt 311.10(a)(1), subject to Env-Wt 311.10(d) and (e), the functional assessment required by Env-Wt 311.03(b)(10) provides similarly assessed functions and values for the wetlands proposed to be impacted. Of note, groundwater recharge/discharge, floodflow alteration, sediment/toxicant retention, nutrient removal are all assessed for the wetlands on site. In a larger context, please explain how the project will not adversely impact these functions and values. Furthermore, how will this project impact and affect the Lamprey River as all the wetlands on site ultimately drain to the Lamprey River?

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095

NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588

TDD Access: Relay NH 1 (800) 735-2964

6. In accordance with Env-Wt 311.01(b)(1), the NH Natural Heritage Bureau DataCheck Results Letter identified areas of concern relative to protected species or habitat, provide documentation of coordination with the NH Fish and Game Department (NHF&G) for rare or protected animal species and habitat to determine how to avoid and minimize project-related impacts on the resource.
7. In accordance with Env-Wt 311.05(b)(6)(b), plan sheet(s) depicting wetland boundaries that have been submitted with an application for a standard permit must be accompanied by U.S. Army Corps of Engineers data sheets if disturbed conditions exist. Some of the vegetation information is not complete within the data sheets.
8. Please provide a full-sized plan of the existing conditions and wetland flagging in accordance with Env-Wt 311.05(c)(2), provide plan sheet(s) on white paper that are 22 x 34 inches.
9. The responses to Env-Wt 313.03(b)(3) and (7-9) are not sufficient for a project of this magnitude. Please expand how the projects impacts the nearby Lamprey River and drinking water and groundwater.
10. Pursuant to Env-Wt 521.03(d) an off-site alternatives analysis had been performed on three sites. Of note, please explain more on how the topography and poor visibility impacts the project. Please provide topographical maps of the properties. Under the Corps' GP, Appendix B, the US Army Corps of Engineers does require information documenting a qualifying Minimal Impact Determination under the [NHGPs-Appendix-B-Checklist.pdf \(army.mil\)](#).
11. In accordance with Env-Wt 524.04(c) and (d), revise the proposed project design to provide setbacks and water quality protection measures sufficient to protect private and public drinking water supplies, source water protection areas, and fisheries, maintain or restore hydrologic connections to maintain flows necessary to preserve adjacent wetland and riparian functions.

Please submit the required information as soon as practicable. Pursuant to RSA 482-A:3, XIV(a)(2), **the required information must be received by NHDES Wetlands Bureau within 60 days of the date of this request (no later than January 10, 2023), or the Application will be denied.** Should additional time be necessary to submit the required information, an extension of the 60-day time period may be requested. Requests for additional time must be received prior to the deadline in order to be approved. In accordance with applicable statutes and regulations, the applicant is also expected to provide copies of the required information to the municipal clerk and all other interested parties.

Based on NHDES review your project has 5,000 square feet or greater of non-tidal wetlands impacts. To ensure that you obtain permitting under the Clean Water Act, please contact the U.S. Army Corps of Engineers (USACE) at 1-978-318-8832, 1-978-318-8295, or by email at [cenae-r-nh@usace.army.mil](mailto:cenae-r-nh@usace.army.mil) to see if additional mitigation may be required from the USACE.

Pursuant to RSA 482-A:3, XIV(a)(3), NHDES Wetlands Bureau will approve or deny the Application within 30 days of receipt of all required information, or schedule a public hearing, if required by RSA 482-A or associated rules.

If you have any questions, please contact me at [Eben.Lewis@des.nh.gov](mailto:Eben.Lewis@des.nh.gov) or (603) 559-1515.

Sincerely,



Eben M. Lewis  
Southeast Region Supervisor, Wetlands Bureau  
Land Resources Management, Water Division

ec: Brenden Walden, Gove Environmental Services, Inc.  
Michael Hansen, Alteration of Terrain Program, NHDES  
Lori Sommer, Mitigation Program, NHDES Wetlands Bureau  
Mary Ann Tilton, Assistant Administrator, NHDES Wetlands Bureau  
Darlene Forst, Administrator, NHDES Wetlands Bureau  
Phil Trowbridge, Manager, NHDES Land Resources Management Program  
Melissa Winters, NH Fish and Game Department  
Lindsey Lefebvre, U.S. Army Corps of Engineers  
Jean Brochi, U.S. Environmental Protection Agency  
Jan Kent, Raymond Conservation Commission  
Joseph Foley, Lamprey River Advisory Committee

**Town of Raymond**  
**Conservation Commission DRAFT Minutes of**  
**October 26, 2022**

**Commission Members in Attendance:**

Jan Kent, Chair  
Michael Unger, Vice Chair  
Kathy McDonald  
Kris Holleran

**Meeting Called to Order by:**

Chair Kent at 7:00 PM

**Commission Members Excused:**

**Commission Members Absent:**

**Recording Secretary:**

Alvina Snegach (this set of minutes was prepared from the recording)

**Members of the Public in Attendance:**

None

**Public Input:**

None

**Agenda Items**

**Plan Reading Training - Mike**

Mr. Unger led the interactive plan reading training session explaining various elements and features depicted on the plans and how to interpret them. Members looked at several plan sheets for one of the proposed site plans in town while Mr. Unger also answered various questions from the Commission members, explaining how the wetland flagging is done and how it is later picked up by the surveyor and put on the plan, how to read contours, calculate slopes, determine stream flows. He explained the significance of each plan sheet and what is shown by them (existing/proposed conditions, drainage, grading, survey, landscaping, etc.

Members agreed to keep practicing with other plans that come in so that they get more and more knowledgeable about it going forward.

Ms. Kent also said that plans submitted for the Planning Board review are always available at the Planning Department for individual review.

Everyone thanked Mr. Unger for the session.

**Industrial Drive Warehouse Map 22, Lots 44,45,46,47 Map 28, Block 3, Lot 120-1 Discuss points for Planning Board Letter and Next steps**

Ms. Kent said that she had forwarded to everyone a lengthy letter from the developer with responses to LRAC comments. After a brief back and forth on the existence of another response letter to the TRC which was in the Planning Board packet and which one was which, members discussed the response to LRAC. Mr. Unger explained that LRAC comments related to two permits, Wetlands and Alteration of Terrain, whereas this response only addressed the former. Ms. Kent noted that it seemed that the developer responded in a same manner he did to the ConsCom at the meeting. Ms.

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44 McDonald said that she had concerns over the former tannery site and all the  
45 groundwater monitoring and high chromium levels, where NHDES asked to sample,  
46 whereas there was no mention of how the developer is going to prevent any disruption  
47 of the groundwater at the tannery site. She also said that she was not able to find the  
48 culvert in the vicinity of the beaver dam and was worried that if anything at the former  
49 tannery site gets disturbed, it may potentially leach into the aquifer. Another thing Ms.  
50 McDonald questioned was the picture of the pond that has what looks like a testing  
51 tube and she was not sure what that was. The picture was of Raymond Pond. Ms. Kent  
52 asked Ms. McDonald to send her an email with all her questions so that she could  
53 forward it to the developer. Ms. McDonald also said that for all those turtle nesting sites  
54 that were found, it was not clear what types of turtle they were from. The question  
55 related to the turtles would be how far the buffer around both ponds would be and  
56 could it be extended.

57 Ms. Kent reiterated that she would send Ms. McDonald's questions to the developer and  
58 will draft the letter to the Planning Board to circulate among the members.

59

60 **Conservation Property signs**

61 Ms. Holleran said that she did not have much to report but that she had contacted Tony  
62 expressing ConsCom interest in ordering signs. She told him that she will contact him  
63 again mid-November and added that she had confirmed the number of signs needed for  
64 each property with Ms. Kent after last meeting. Ms. Holleran will order that amount  
65 when she comes back from her trip and will call first to confirm on the posts prior to  
66 ordering those. She added that she can store the posts at her house. Members briefly  
67 discussed asking the Scouts for help installing the signs/posts in the spring.

68 (below discussion took place at the end of the meeting and was moved here for  
69 relevancy)

70 Ms. Holleran asked if there was a need for a motion to allow her to order the signs. She  
71 said that the quote for 16 signs was \$511.65.

72 *Ms. Kent made a motion to authorize Ms. Holleran to order the 16 signs from New*  
73 *England Barricade for the amount not to exceed \$600.00. Mr. Unger duly seconded and*  
74 *motion carried unanimously.*

75 Ms. Holleran said that once she has the quote for the posts, she will need another  
76 motion.

77

78 **Dearborn Bridge - update**

79 Mr. Unger thanked everyone who helped with the job. Everything was built and looks  
80 good. He said that Mike went back and put caution tape where the new bridge meets  
81 the existing one as there is a small drop there. Ms. Holleran also suggested to paint the  
82 boards there in the spring to draw people's attention. Ms. Kent suggested to use red or  
83 yellow. Members also discussed the need to keep an eye on the bridge as short screws  
84 that were used to secure the decking to the stringers may not hold as well due to the  
85 wood not being mature enough yet.

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86 Ms. Kent also said that she had emailed the Scouts with a suggestion for a project,  
87 which would be to remove the wood from the old bridge and old pallets to the upland  
88 area. She also asked the Department of Public Works if the debris could be brought up  
89 to the end of Jama Drive for them to haul away.

90 Ms. Holleran also said that she was surprised to see how many people are actually  
91 using the property.

92

93 **Family Fun Day - update - Kathy**

94 Ms. McDonald provided an update on the Family Fun day where there was about 150  
95 visitors to the ConsCom "booth".

96 **Chadwick Update**

97 Ms. Kent said that she went to the Planning Board meeting and the lot line adjustment  
98 got approved so the ConsCom should be all set. She said that ConsCom would need to  
99 walk the property at some point. Ms. Kent said she will double check with the Planning  
100 Department on the status of the deed.

101

102 **November Newsletter**

103 Ms. Kent said that she will try to find out about the deadline and try to submit  
104 something if it had not passed. Ms. Holleran suggested that members could write on  
105 some topics ahead of time so that there is always something to choose from for the  
106 next newsletter. Mr. Unger also suggested to have an update of what is ConsCom has  
107 been doing with pictures of the new bridge, Family Fun day, etc. Ms. Kent said she will  
108 check on that too.

109

110 **Finance**

111 **September Conservation Fund statement**

112 Ms. Kent said that the beginning balance was \$290,594.85, ending balance was  
113 \$291,082.09 with the interest being \$487.24.

114

115 **Expense reimbursement - Dearborn bridge**

116 Ms. Kent said that she had not written up the Conservation Fund statement for the  
117 reimbursement. Members discussed the logistics of signing the form post-approval.

118 *Ms. Kent made a motion to reimburse Mr. Unger for the expenses he incurred related to*  
119 *the replacement of Dearborn bridge in the amount \$278.36 total (receipt from Lowes*  
120 *for \$228.36, and two checks for \$25 each, both written to the Treasury of the State of*  
121 *NH for the Natural Heritage Bureau permit and the NHDES trails permit by notification).*  
122 *To be paid out of General Fund account #06-8052-050. Ms. Holleran duly seconded.*  
123 *Ms. Kent added that she will work up the paperwork for Ms. Holleran to sign before the*  
124 *next meeting. Motion carried with a 3:0:1 vote with Mr. Unger abstaining.*

125 Ms. Kent added that the payment may have to wait for the minutes to be approved.

126

127 **Review hourly rate for minutes transcription**

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128 Ms. Kent provided a brief background of the issue as many years ago there was a Town  
129 employee who did the minutes for ConsCom, which stopped at some point. Then  
130 ConsCom hired the same person who was doing Planning Board minutes and paid her  
131 the same rate as the Planning Board, which was \$16.50 per hour. This person was not  
132 an employee, but a vendor. After that there were two more people until the current  
133 minute taker was hired for the same rate. Ms. Kent said that she could only trace the  
134 hourly rate back to 2016 and that was \$16.50 which is what it is still.

135 Alvina, who is the current minute taker submitted a letter asking for an increase  
136 providing links to similar jobs around the states. Her request was to increase up to  
137 \$19.00 per hour starting in November. Ms. Kent said that she had asked the Town  
138 about another minute taker's rate and they confirmed that it was still \$16.50 per hour.  
139 Ms. Kent said that she brought this up for the Commission to discuss. Members  
140 discussed the rate, the quality of work delivered, etc.

141 *Ms. Holleran made a motion to increase the Recording Secretary's (Alvina Snegach)*  
142 *salary to \$19.00 per hour beginning in November. Ms. McDonald duly seconded and*  
143 *motion carried unanimously.*

144 Ms. Kent said that she will have to go over the budget numbers to make sure that the  
145 increase does not affect the amount allocated for the year. She pulled the spreadsheet  
146 to check and after checking concluded that the amount paid so far is under the  
147 budgeted amount.

148

149 **October 12<sup>th</sup>, 2022**

150

151 *October 12, 2022 Draft Minutes were reviewed and changes were made. Mr. Unger*  
152 *made a motion to approve October 12, 2022 minutes as amended. Ms. McDonald duly*  
153 *seconded and motion passed with a 3:0:1 vote with Ms. Holleran abstaining due to*  
154 *being excused from that meeting.*

155

156 **Correspondence**

157 **DES Trails PBN Notice**

158 Ms. Kent said that the letter was in relation to the Dearborn bridge and that it  
159 requested to notify NHDES of the work completion. Mr. Unger said he will take care of  
160 that.

161

162 **Bear-Paw Cassier structure - email**

163 Ms. Kent said that Rue Teel informed her in that letter that one of the volunteers had  
164 complimented the Commission on the trail blazing work done at Cassier and also  
165 informed her that there was a small wooden teepee like structure found there. Ms. Teel  
166 asked Ms. Kent if she would like to join her for walking the property at some point to  
167 check the conditions of the trails.

168 Members discussed whether the structure needs to be removed or not and agreed to at  
169 least remove the plastic from it.

170



**Town of Raymond**  
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171 Mr. Unger asked about the easement language for the Industrial Drive project. Ms. Kent  
172 said that she will have the draft letter for the Planning Board at the next meeting and  
173 ConsCom will have to work into it the verbiage requesting that the easement language  
174 is done in consultation with the ConsCom as well as the request for the ConsCom to  
175 review the conservation boundaries. She added that she will send an email to Wayne  
176 Morrill with all the ideas for the easement language that ConsCom discussed at the  
177 previous meeting.

178

179 **Future Items/Events**

180 **November 1st-Bear Paw easement monitoring-Cassier**

181 **November 5th - NHACC Annual Meeting**

182 **November 9th- CC Meeting**

183 **December 14th - CC Meeting**

184

185 **Adjournment**

186 *Ms. Holleran made a motion to adjourn, which was duly seconded by Mr. Unger and*  
187 *passed with a unanimous vote in favor.*

188

189 The meeting was adjourned at 8:39 PM.

190

191 Respectfully Submitted,

192

193 Alvina Snegach

194 Recording Secretary

11/3/2022

Hi there,

We are the homeowners of Adela Drive in Raymond. We have some questions about the easement for access to the trails and the issue of this being a private road. There are concerns about people parking on the roadway and the breakdown of pavement/shoulder of the roads, that would be at our cost, and the potential liability of folks being on this private roadway. There is one small sign, but not enough that anyone notices. Please feel free to respond here or you may call 603-xxx-xxx. Thank you!!

~Kristin Mattheson

Jan Kent

Hi Kristin,

Thanks for the email. If you see people parking there, call the police. The sign tells them to park on Sherburne Drive. Your Homeowners Association could also put up some 'no parking signs' on the road. Please feel free to call me if you want to discuss this further.

Jan Kent

Raymond CC

603.xxx.xxxx