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**MINUTES OF THE  
CONSERVATION COMMISSION**

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**MEETING OF  
September 6, 2023**

9 A meeting of the Conservation Commission was held on September 6, 2023 in the Knightly  
10 Meeting Room, at Salem Town Hall.

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12 **PRESENT:** Ruth Tanner Isaks, Chairman; Claire Karibian, Secretary; Caitlin Fitzpatrick; Don  
13 Marotte, Alternate; and Crayton Brubaker, Community Development Program  
14 Manager.

15  
16 The meeting was called to order with the Pledge of Allegiance. Chairman Isaks introduced the  
17 commission members. Caitlin Fitzpatrick was recently appointed by the Town Council as a  
18 regular member and Don Marotte was appointed as an alternate member.

19  
20 **NEW BUSINESS**

- 21  
22 1. TOWN OF SALEM, NH – Request to extend public water distribution system near Bluff  
23 Street, and Zion Hill Road/Millville Street intersection resulting in temporary impact to  
24 approximately 600 sq. ft. of perennial stream area and 600 sq. ft. of emergent wetlands.

25  
26 Ethan Beaulier is representing the Town of Salem and Weston and Samson Engineers in  
27 Portsmouth, NH. He explained the plan. It is a water infrastructure improvement project. He  
28 explained the project. It will help connect many existing segments and improve circulation, flow,  
29 and water quality. The permit is to install the water main within the existing wetland adjacent to  
30 the Zion Hill culvert, which was installed in 2013. As part of this project, we are locating this  
31 new water main in the same vicinity as the existing transmission water main. This installation  
32 will result in the temporary removal of wetland conditions and temporary stocking of wetland  
33 materials for replacement at the end of the project. He then showed pictures of the area with the  
34 proposed layout of the water main. He showed where the existing transmission main is. We are  
35 proposing to copy that approach with this new water main. Our expectation is to match  
36 everything conducted under the 2013 installation project.

37 Chairman Isaks asked, where are the wetlands that you will be disturbing?

38 Mr. Beaulier said, they are essentially right within the filter sock detail that you see, which sort  
39 of surrounds the stream area. He explained the location. On the northern side of the road,  
40 everything interior of the filter sock extents, will be the level of impact that we'd anticipate.

41  
42 Ms. Fitzpatrick said, for the rest of this project you are doing horizontal directional drilling for  
43 installation of the water main. And in one area because of bedrock, you were not able to do the  
44 HDD drilling, so that is why this impact is occurring?

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- 1 Mr. Beaulier said, for the remainder of the project, the installation will occur within the roadway  
2 right-of-way. That will be done via open trench installation. The main reason we couldn't do  
3 HDD (horizontal directional drill) installation below this existing culvert is because of the depth  
4 of culvert and ledge below it. In reviewing construction plans for installation of the culvert, it  
5 was determined that the culvert was installed on top of ledge, which creates a very difficult HDD  
6 exercise which can be costly and not very effective and can sometimes not work. As opposed to  
7 looking into a potential avenue that may not work, we assumed that it may be beneficial for the  
8 town to pursue installation in a similar fashion to existing infrastructure, while limiting impacts  
9 as best as possible.
- 10 Ms. Fitzpatrick asked, on the wetland application permit, did you submit that to the State and the  
11 Corps?
- 12 Mr. Beaulier said yes.
- 13 Ms. Fitzpatrick asked, did you have to submit it because of the jurisdictional wetlands, or  
14 because it is impacting the stream?
- 15 Mr. Beaulier said, more so because it is impacting the stream.
- 16 Ms. Fitzpatrick mentioned page 22, regarding the wetland delineation. In part 3 it mentions that a  
17 delineation was done April 21<sup>st</sup> and December 22, 2022 in Goffstown. Was that just an error?
- 18 Mr. Beaulier said that was an error.
- 19 Ms. Fitzpatrick said, on page 32 it says the applicant is Blue Waves Solar, but all the other  
20 information regarding Town of Salem is correct.
- 21 Mr. Beaulier said that was an error as well.
- 22 Ms. Fitzpatrick asked, have you received communication back from the State?
- 23 Mr. Beaulier said we did receive notification that they put the application on temporary  
24 suspension awaiting certified mail or returns from us for the abutting residents. There were 3  
25 abutting residents. We have since returned the certified mailers to them and are awaiting further  
26 feedback.
- 27 Ms. Fitzpatrick explained her question regarding submitting the application to Fish and Wildlife,  
28 and endangered species.
- 29 Mr. Beaulier said we did get feedback from New Hampshire Fish and Wildlife. The notes we  
30 must include within construction plans for the project lists ensuring the spotted turtle, they need  
31 to build barriers. He explained what is needed.
- 32 Ms. Fitzpatrick asked, are they requiring you to have a biological monitor during construction?
- 33 Mr. Beaulier said they are not.
- 34 Ms. Fitzpatrick asked, did they give you time of year restrictions in regards to tree clearing?
- 35 Mr. Beaulier said they did not. And he does not anticipate any tree clearing.
- 36
- 37 Ms. Karibian said, that is a place where a lot of kids go fishing. It didn't seem to be too high at  
38 this point so she is not sure of the amount of fish that may be in there. You won't be in the  
39 stream itself, will you?
- 40 Mr. Beaulier said yes, we will. This project includes temporary damming of each side of the  
41 stream. He explained how the work is done.
- 42 Mr. Marotte asked, do we have a timeframe on how long the brook and wetlands will be  
43 disturbed?

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1 Mr. Beaulier said he anticipates it will take potentially a week, with cleanup occurring within the  
2 following week. The work will be done over the course of a week with backfill of the existing  
3 material occurring shortly thereafter.

4 Mr. Marotte said that is a short timeframe.

5  
6 Chairman Isaks said, the purpose is to make comments for the State permit.

7  
8 Ms. Fitzpatrick said her recommendation is that a wildlife biologist to be on site unless you guys  
9 are outside of nesting season for the turtle. Also make sure you are not within the Striped Sunfish  
10 season and if construction is within that season, if you could have a biological monitor on site. If  
11 you do a pre-construction survey, have a biological monitor for any sign of those species, that  
12 would be great.

13  
14 **MOTION by Ms. Fitzpatrick to approve this project with the recommendation of a pre-**  
15 **construction survey to be completed by a qualified wildlife biologist.**

16 **SECOND by Ms. Karibian.**

17  
18 **VOTE ON MOTION: 4 - 0**

19 **UNANIMOUS**

20  
21 2. GOVE ENVIRONMENTAL SERVICES – Preliminary Review and discussion of proposed  
22 project with potential wetland impact at 5 Manor Parkway.

23  
24 Chairman Isaks said, this is a preliminary review, not for recommendation, just for a review for  
25 the applicant.

26  
27 Susan Marquardt with Loureiro Engineering is from Groton Connecticut. She is here to represent  
28 the client, GPD Optoelectronics at 7 and 5 Manor Parkway. This project is to renovate the  
29 existing building, add an addition, and have space for a future addition to the building for  
30 manufacturing space. There are wetlands located along the boundaries of the existing parking lot.  
31 Where the building addition will go, there are wetlands in that area that will be filled for the  
32 addition of the building. Also here is Brendan Waldon from Gove Environmental. Our  
33 conversation tonight is to talk about options for what we can do to offer back in place for filling  
34 those wetlands.

35  
36 Brendan Waldon, Gove Environmental, said we conducted the wetland delineation on the site  
37 earlier this year. He sent Crayton pictures of the drainage breakthrough area. There is currently  
38 some gravel. We tried to sway to its natural flow path, but it broke through. He showed pictures  
39 of the site. The proposed area of impact is less than 1,000 square feet of permanent impact and  
40 right now we are just trying to make sure that as far as the commission is concerned, for a  
41 manmade wetland, it is an approvable project. There may be some temporary impact to push it  
42 over 1,000, but at this time it shouldn't be more.

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1 Ms. Fitzpatrick asked, you are renovating the building and the impacts are from needing to redo  
2 the driveway and parking lot?

3 Mr. Waldon said, not the existing parking. There will be grading associated with the two  
4 proposed buildings, and the driveway that connects 7 & 5.

5 Chairman Isaks asked, where that is on the map?

6 Mr. Waldon explained where the driveway is on the plan, along with the fill area for the  
7 wetlands.

8

9 Ms. Karibian asked, what is the condition of that land now?

10 Mr. Waldon explained the soils and hydrology to support it.

11 Ms. Fitzpatrick said, so these wetlands are manmade. Do you know what is feeding this and  
12 making it a wetland?

13 Mr. Waldon said, the stuff on the left side is an actual wetland. He explained the location on the  
14 plan.

15

16 Mr. Marotte said he assumes that something will be put under the road so water can still flow?  
17 Where you are taking the wetland out, the road cuts across and separates the two wetland  
18 sections.

19 Mr. Waldon said the wetland section will be filled by grade, so it won't exist anymore.

20 Mr. Marotte asked, so the whole area to the north, between the new structure and the parking lot  
21 will no longer be a wetland?

22 Mr. Waldon said that's correct.

23

24 Ms. Fitzpatrick asked, have you been out to the site to look at the condition of the natural  
25 wetland?

26 Mr. Waldon said yes. The stuff in the woods is fine. It is poorly drained at the boundary and very  
27 poorly drained in the middle. He described the condition of the wetland.

28 Ms. Fitzpatrick asked about the stream.

29 Mr. Waldon said, the only real location that may benefit from it is along the top portion of the  
30 driveway on the left side. We were looking to see if you guys would support an expedited  
31 application at the State level as well, where it is under 1,000 square feet.

32 Chairman Isaks said, we can't commit to support it. We can only comment on the plans that you  
33 have.

34 Mr. Marotte said he is not a big fan of filling in the wetland just for the sake of cutting it off by a  
35 driveway. What do you plan on doing with the area between the parking lot and the new  
36 building?

37 Ms. Marquardt said, the plan before you is a concept plan. The front of the addition will be two  
38 doors that they will need access to. There will be pavement from the parking lot to the front of  
39 that addition.

40

41 Ms. Fitzpatrick asked, have you come up with any other mitigation strategies?

42 Mr. Waldon said, that's part of the reason we are here. The overall size of the property is  
43 challenging to make a mitigation area in, and it doesn't make sense to cut the natural buffer to

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- 1 replicate a buffer. One option was to maybe reduce some pavement on site. Maybe 1,400 square  
2 feet of pavement we can take off from the existing parking.
- 3 Ms. Fitzpatrick asked, since this is a manmade wetland being fed from a natural wetland, is that  
4 building that is currently there, experiencing any flooding issues?
- 5 Mr. Waldon said there is a catchbasin that it flows into.
- 6 Ms. Fitzpatrick asked, have you explored the idea of putting in a culvert there?
- 7 Mr. Marotte said he doesn't think they said they'd fill the whole thing with pavement.
- 8 Mr. Waldon said his understanding is it will be pavement for two double doors.  
9
- 10 Ms. Karibian said she is confused about the driveway.
- 11 Mr. Waldon said, it connects to the northern property. They are trying to connect both buildings  
12 because they are owned by the same owner.
- 13 Ms. Karibian said, it seems to be starting from nowhere.
- 14 Mr. Waldon showed where the existing parking is. The property on the other side, the plans will  
15 show grading and any other necessary features.
- 16 Ms. Karibian asked, that driveway is coming into the parking lot?
- 17 Mr. Waldon said yes, those parking spaces would have to be adjusted.
- 18 Ms. Karibian asked, so you are removing about 8 parking spots?
- 19 Ms. Marquardt said, those are some details that we are working out, but it looks like 4-5 parking  
20 spots would have to be removed. It will curve up and connect into the existing driveway aisle.  
21 The impervious area that we'd like to remove will be on the opposite side of that, in the lower  
22 parking lot corner which is right against the wetlands. So that could be an option to remove some  
23 impervious area and do some wetland buffer plantings in that area.
- 24 Mr. Marotte said, you have a road coming in and you will lose a half dozen parking spots but  
25 you are adding square footage to your buildings. Will you have enough parking?
- 26 Ms. Marquardt said that we looked at the parking and spoke with the Planning Department.  
27 There will be 13 employees and everything in the manufacturing will be automated so that there  
28 is more parking there than what is needed for the use.  
29
- 30 Chairman Isaks asked, what kind of wildlife impact do you have?
- 31 Mr. Waldon said, there were no hits on the NHB. The area is pretty well developed. As far as  
32 impacts related to this, we are talking common critters maybe, like the occasional salamander,  
33 and maybe some frogs. The wetland out back isn't a vernal pool. So, it is not affecting any  
34 significant wildlife corridors.
- 35 Mr. Marotte said, regarding the NHB hits, very few people in southern New Hampshire report  
36 wildlife sightings. Wildlife can be there and it is just not getting reported.
- 37 Mr. Waldon said, you have to contact Fish & Game for official documentation. This wetland is  
38 pretty well developed on all sides. The main values are related to water quality. Manmade  
39 wetlands don't serve the higher functions of a natural wetland.  
40
- 41 Ms. Fitzpatrick asked about the driveway and the purpose of putting in the driveway between the  
42 two.
- 43 Mr. Waldon said he thinks it is more for product movement.  
44

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1 Ms. Fitzpatrick suggested they come up with a really extensive habitat, plantings, or some way to  
2 mitigate.

3 Mr. Marotte said he can't approve expediting this without looking at it.

4 Chairman Isaks said, this is just for preliminary discussion.

5 Mr. Marotte said, they want us to sign off on an expedited permit.

6 Mr. Waldon said, he just wanted to know if it was something that we could put forward. If we  
7 can get your signature when the application comes to you. Just if it was something you would  
8 consider, otherwise we'll go standard. The only difference is 20 days.

9 Ms. Karibian asked, how do you get to that property at this point?

10 Mr. Waldon asked, 7 Manor? You pull out onto Manor Parkway but there is no connection at  
11 this point.

12 Ms. Karibian said, there is no connection from Manor Parkway. The truck must come in from a  
13 road.

14 Ms. Marquardt said that 7 Manor Parkway currently has its own separate driveway from Manor  
15 Parkway. 5 Manor Parkway has an existing driveway. There is no connection between the two  
16 properties currently. She explained which is which on the plan.

17 Chairman Isaks said, she assumes you will be coming back with a proposal in the future?  
18

19

**OLD BUSINESS**

20

21 3. MEADOW GLEN CONSERVATION AREA SIGN – Discussion of sign purchase for  
22 Meadow Glen conservation area.

23

24 Chairman Isaks said you should have a memo from August 25<sup>th</sup>. It explains that there were  
25 violations at Meadow Glen and jersey barriers were put up for traffic purposes. Some residents  
26 requested that the jersey barriers be removed, and they wanted a more permanent solution. So,  
27 you have a proposal for the Meadow Glen conservation area for a sign that will be in the middle  
28 of the area which is where the entrance is. She asked Mr. Brubaker to explain it more.

29

30 Mr. Brubaker said that there is an access way north of 34 Elmwood Avenue and the proposal is  
31 to put a standard sign in the middle of the accessway to prevent ATVs and other vehicles from  
32 getting back there as that was one of the violations mentioned in the letter to the Meadow Glen  
33 residents. Mr. Brubaker got a quote for both a standard green conservation sign and a secondary  
34 sign like the one in the Salem Town Forest parking area. The second sign could have more  
35 information with whatever the Commission wants to put on there. He showed renderings of the  
36 signs.

37 Mr. Brubaker clarified that the secondary sign is simply for additional information and the text  
38 on the sign in the quote is the text of what is currently at the Town Forest sign. The text for the  
39 Meadow Glen area would be different than what is shown on the quote. The Commission would  
40 be able to alter it however they liked.

41

42 Chairman Isaks said the request is for us to authorize the payment for both signs, \$1396.75.

43 Ms. Karibian asked, how will this sign keep people from driving through there? Right now the  
44 jersey barrier is more conducive to keeping people out. What is the purpose of moving this?

## DRAFT

1 Mr. Brubaker said he had a discussion with the Municipal Services Department and one resident  
2 is looking to get a more permanent solution. Mr. Brubaker said he went back and forth with  
3 Municipal Services and this is the recommendation of that department, to make it aesthetically  
4 pleasing and as an option rather than the jersey barriers. The jersey barriers were removed on  
5 August 25<sup>th</sup>. It was the Municipal Services Department that removed them. That decision didn't  
6 come from him.

7 Ms. Karibian said what she doesn't understand is, the problem was vehicles going through there,  
8 and dumping of various stuff. How is this sign going to do any good? Spending \$1,300 is a good  
9 deal of change and she doesn't see the effect of what this sign would do.

10 Mr. Brubaker said the idea is to put the sign in the middle of the access way, so pedestrians can  
11 get through but not larger ATVs.

12 Ms. Karibian asked, can't they go around it?

13 Mr. Brubaker said there is fencing.

14

15 Ms. Fitzpatrick asked, aren't they not supposed to be going in this area anyway, and they were  
16 playing baseball and they cleared part of the land?

17 Ms. Karibian asked, is this in the same area as that issue?

18 Ms. Fitzpatrick said yes, it's the same place.

19 Ms. Karibian said she doesn't think it's a detriment. It won't stop anyone from doing anything.

20 Mr. Brubaker said that passive recreation is allowed in the conservation area but not the  
21 wiffleball and mowing of the area. That is not allowed, but walking in the area is allowed.

22 Ms. Karibian said she thought there was no access at all.

23 Ms. Fitzpatrick agreed. She mentioned that the neighborhood had the option to do a HOA.

24

25 Chairman Isaks said, it is still in a conservation area and there are protocols that have to be  
26 observed. You can have a picnic, but you can't dump it there when finished. Right now, there are  
27 no signs and people have asked that because it's a conservation area that it be observed, which it  
28 clearly has not been. They have been notified with letters. This is one more effort to put up an  
29 obstacle in the way of people who want to abuse that area. It can be used as conservation space,  
30 but it can't be abused, and you can't move the sign. It gives us and them one more bit of handle  
31 on that area for recognizing it as a conservation area and using it as such.

32 Ms. Karibian asked, how many conservation areas does the commission have with signs like  
33 this?

34 Mr. Brubaker said there are 3-5 like this style.

35 Ms. Karibian asked, how many conservation areas are there? How many other \$1,400 will we  
36 have to spend?

37 Mr. Brubaker said, this is a unique situation because this is keeping larger vehicles from getting  
38 through. That would be the main purpose of the sign, to block vehicles and indicate that it is a  
39 conservation easement. He doesn't think we'd recommend that all conservation areas get a sign.

40 Ms. Karibian asked, well if someone complains and wants one, what would we say?

41 Mr. Brubaker said it depends on the situation.

42 Ms. Karibian thinks we are setting ourselves up to put a sign at every conservation place that we  
43 own.

44 Chairman Isaks said it is to have the area recognized as conservation area.

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1 Ms. Fitzpatrick asked, the jersey barriers were removed?

2 Mr. Brubaker said a resident complained of the aesthetics of it and also being a safety hazard  
3 because of exposed metal to people walking by.

4 Ms. Fitzpatrick asked, have you priced out placing large boulders in addition to the sign?

5 Mr. Brubaker said that he spoke with Municipal Services Department and we talked about a gate,  
6 potentially boulders and a sign. They prefer a sign but if the commission wants him to explore  
7 boulders or a gate, he can do that.

8

9 Mr. Marotte asked, how wide of an area are we talking about that we need to block?

10 Mr. Brubaker said, 15-20 feet.

11 Mr. Marotte said, that's only a few boulders.

12 Ms. Fitzpatrick thinks it is 3-5 boulders.

13 Chairman Isaks asked, did they try boulders before?

14 Mr. Brubaker said he doesn't know.

15

16 Ms. Karibian doesn't like the idea and doesn't think it will deter anyone from going through. We  
17 are spending money because someone didn't like jersey barriers, but that was keeping people  
18 out. She doesn't understand how this sign will keep people from doing that. The same people  
19 were complaining that others were driving through and dumping. A jersey barrier was effective.

20

21 Ms. Fitzpatrick asked, if we put a sign, can we post it?

22 Mr. Marotte said he likes the sign, but maybe you need rocks going across. At least it tells people  
23 it's a conservation area.

24 Mr. Brubaker said, the bigger sign could be in the middle of the accessway. There is a no  
25 dumping sign there now. He explained what can be on the smaller sign.

26 Chairman Isaks asked, do we want to table this or go with Crayton's suggestion?

27 Ms. Fitzpatrick said, we can table it until next month and see if others have thoughts on it. Have  
28 there been any other issues? Did anyone write back to us after we sent the letter?

29 Mr. Brubaker said he got a couple emails and phone calls clarifying the letter. One resident  
30 wanted the barriers removed but he hasn't gotten reports of other violations since the letter was  
31 sent out.

32

33 Ms. Fitzpatrick suggested getting pricing option of boulders.

34 Chairman Isaks asked, were boulders tried before? Mr. Brubaker said he doesn't know.

35 Chairman Isaks suggested that we have this issue continued.

36

37 Mr. Brubaker asked, would you like him to price out boulders? Chairman Isaks said yes.

38

39 **MOTION by Ms. Karibian to table.**

40 **SECOND by Ms. Fitzpatrick.**

41

42 **VOTE ON MOTION: 4 - 0**

43 **UNANIMOUS**

44



## DRAFT

## 1 4. Review of Minutes

2

3 **MOTION by Ms. Fitzpatrick to accept the minutes of August 2, 2023.**4 **SECOND by Ms. Karibian.**

5

6 **VOTE ON MOTION: 3 – 0 - 1 (Mr. Marotte abstained.)**

7

## 8 5. Conservation Fund Report

9

10 Chairman Isaks mentioned the approval for Zion Hill property for the report for the conservation  
11 fund for an additional amount for the Upton and Hatfield invoice associated with the Zion Hill  
12 property. This is for the Zion Hill property where we initially approved \$500 for legal services,  
13 but they were \$3,046.50 so there is a difference is \$2,546.50. There was a similar issue for the  
14 property at 35 North Main Street. We approved \$1,000 for the closing costs and the cost of that  
15 was \$3099.38 and the difference is \$2,099.38. The total amount for both legal invoices is  
16 \$6,145.88.

17

18 **MOTION by Ms. Karibian to approve the funding.**19 **SECOND by Ms. Fitzpatrick.**

20

21 **VOTE ON MOTION: 4 – 0**22 **UNANIMOUS**

23

24 Chairman Isaks said the next item is the conservation fund report. Mr. Brubaker will give the  
25 report.

26

27 Mr. Brubaker said, for July 2023 accounts, we had one payment of \$1,850 to Exeter  
28 Environmental and then interest accrued in the amount of \$6,538.84 across all of the accounts.  
29 The current balance of all accounts is \$1,688,495.52.

30

31 Ms. Fitzpatrick asked, what was ESA for?

32 Mr. Brubaker said he didn't get back up from Finance yet, but he assumes it is from one of the  
33 properties that were purchased, either 35 North Main, or the Glueth parcel. He will be happy to  
34 ask Jacob and Nicole and clarify that. The payment for \$1,850 was done before his time.

35

36 Chairman Isaks said, next is the request for the plexiglass for the Town Forest and for Bill  
37 Valentine Park. It is for the Town Forest parking lot kiosk and interior kiosk, and for the kiosk at  
38 Bill Valentine Park. This is the plexiglass for windows for information. The estimates are there.  
39 They are getting to the point where you can't read through them, so they need to be replaced.  
40 The question is 1/8 inch thickness or 1/4?

41 Mr. Marotte would say 1/4 inch because 1/8 would be too flimsy.

42 Ms. Karibian agreed.

43

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1 **MOTION by Ms. Karibian to spend \$295.22 for the plexiglass at Bill Valentine Park and**  
2 **the Town Forest kiosks.**

3 **SECOND by Mr. Marotte.**

4  
5 **VOTE ON MOTION: 4 – 0**

6 **UNANIMOUS**

7  
8 6. Town Forest

9  
10 Chairman Isaks said there is a preliminary report from SELT. She mentioned the report from  
11 Glen Edwards. He had collected three bags of trash, and mentioned the items he was picking up.  
12 It's unfortunate that people leave trash in the parking lot.

13 Ms. Karibian asked if there are trash barrels there.

14 Chairman Isaks said no because they get filled with bags of household garbage. It wasn't garbage  
15 from the forest, it was more of a dumping area for garbage. So, the request was to remove the  
16 garbage can and it was removed. So, we no longer have garbage cans there.

17 Ms. Fitzpatrick suggested we do a carry in, carry out, like they do at the White Mountains.

18  
19 There was discussion of this issue.

20  
21 Chairman Isaks said that Mr. Edwards also requested that Salem DPW mow Trail A from West  
22 Lane gate to the far end of Trail F.

23 Mr. Brubaker said he sent an email to Municipal Services and he will follow up with them on  
24 that.

25  
26 Mr. Brubaker said he was asked to put up signage about hunting season. It warns people to wear  
27 orange. They are posted in the Town Forest parking lot and along West Lane Road. He updated  
28 the hunting signage on the website, and he will go into the kiosks and update those. There is  
29 temporary signage installed at the flooded part of Trail L in the Town Forest where it breaks off  
30 from Trails A & J. He is working with the Communications Committee about the Town Forest  
31 clean-up day on October 21<sup>st</sup>. He has received contact information of the SELT easement people.  
32 He is starting the process of incorporating the Glugeth parcel that is in the middle of the town  
33 forest, into the rest of the conservation easement.

34  
35 Chairman Isaks mentioned the report form SELT. There are several areas of encroachment as  
36 well as various problems along the trails, including Trail F and the viewing platform, and other  
37 observations from the monitoring visit. There are several reports here about areas which do need  
38 some attention with respect to their being a conservation area. It is not very clear from all the  
39 recommendations whether we want to have a list of priorities that are dealt with, or possibly  
40 we'd ask Amanda to come to our next meeting and discuss this report with us for what she'd see  
41 for areas of priority. Chairman Isaks said she would assume that the areas that she may feel as  
42 areas of priority, are those areas where people have now assumed some areas for an extension of  
43 their property. Looking at this, a number of those properties are places where the homes are built  
44 next to the town forest and/or on the town forest line and beyond that line is the easement. As

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1 people live there, they are pushing into that area as one might expect that they would if nobody is  
2 using that area. We do need to decide how best to interact with that. We can discuss that with  
3 Amanda as well as the other problems that she mentioned, like the viewing platform and the  
4 bridge. How would you like to proceed?

5 Mr. Marotte suggested that we send a letter to the violators and have them contact the town if  
6 they need help figuring out where their boundary is. He thinks a letter from the town is a good  
7 place to start.

8 Chairman Isaks said, one thing we need to do is areas where there is a conservation area on their  
9 doorstep, there could be markers put in. The question could be, do you know where the boundary  
10 is? She would like to give people the benefit of the doubt and discuss the line with them. She  
11 feels that if we are going to be monitoring it then she feels that we have an obligation to put a  
12 marker as to where the boundary is. Rather than the marker being the line of trees. She'd rather  
13 there be a marker to show where the easement is.

14 Mr. Marotte said he lives near a conservation area and there are granite markers to show where  
15 the property line is.

16  
17 Ms. Fitzpatrick said that Georgia sent comments and she suggested a sign or markers. One of her  
18 suggestions was if they had any markers there. She mentioned 20 Hummingbird Lane.

19 At 20 Hummingbird Lane, there was no indicator of a Town Forest boundary marker. Mr.  
20 Brubaker is not sure if we have a contractor that could help with enforcement. We are in the  
21 process of hiring a Code Enforcement Officer. If we have a contractor, we could work with them  
22 and speak to the resident(s), and then potentially SELT as appropriate at that time. Then we can  
23 talk about where the boundary is, get face to face interaction, and build a communication system  
24 on how to move forward with enforcement and letting them know ahead of time where the  
25 border is.

26 Ms. Fitzpatrick said she would guess that residents think that the area behind their lots are simply  
27 wooded areas. She thinks we should open communication with them would be good and that a  
28 boundary should be established.

29  
30 Ms. Karibian asked, if what they are doing is beautifying the area, is it not more appropriate for  
31 us to say thank you, and leave them alone? If they are constructing something on it, then she  
32 would say no it is not a good thing, but if they are just extending their lawn, what is the big deal?

33 Mr. Marotte said, it is a big deal because you are taking it away from wildlife.

34 Ms. Fitzpatrick said it sounds like they are dumping leaves and other yard waste into the woods.

35 Mr. Marotte said you can't just allow people to make a lawn wherever they want. You would  
36 lose a lot of conservation land that way.

37  
38 Chairman Isaks asked, how would you like to proceed? Would you like to have her come and  
39 discuss the report with us in October and we can also discuss with her how we'd like to proceed?

40 Mr. Brubaker said, in speaking with Amanda, he thinks the idea was for her to do a presentation  
41 of the questions that you have. He suggested getting the questions to her ahead of time. That  
42 would be helpful so she can prepare answers.

43 Ms. Fitzpatrick asked, would she be able to go over what SELT is?

## DRAFT

1 Chairman Isaks said, it is Southeast Land Trust. We can ask her to do that. We can also ask  
2 specific questions for marking in places where there are easement encroachments.

3 Ms. Fitzpatrick said she would be happy to go through her letter and our questions and write an  
4 email to Crayton summarizing it. She can write an email to Crayton summarizing what we talked  
5 about.

6 Mr. Brubaker said he can email the commission for anyone not here if they have questions.

7  
8 Chairman Isaks said, regarding the issues about the viewing platform and the bridge, Mrs.  
9 Harvey was involved with that. If we send questions to SELT for next month we can ask Mrs.  
10 Harvey about the questions she may have.

11 Mr. Brubaker said he will reach out to Mrs. Harvey.

12

### 13 7. Conservation Commission Goals

14

15 Chairman Isaks mentioned Bill Valentine Park improvements. We are working on the kiosk. Is  
16 there any further information on the goals?

17

18 Mr. Brubaker said that Georgia sent an email. There is a cut in the chain link fence on one side of  
19 the property closest to the river. One of the DPW mowers may have chipped it. In the future  
20 when the parking lot is paved, we will put in guardrails. The fence is to prevent vehicles from  
21 getting into the river. People can walk around the fence now so the idea is, once the other  
22 improvements are made, we will put in guardrails. He spoke with DPW and he believes the  
23 parking lot paving will be pushed back to spring of 2024, due to staffing shortages. Georgia  
24 thanked John from Belko Landscaping for moving the dirt pile and they added a couple boulders  
25 and cleaned up the area. Mr. Brubaker is working with Georgia on getting information for  
26 purchasing flowers. Regarding the kiosk, the commission approved the plexiglass. It's broken  
27 and there is outdated information. Georgia plans to retype the documents in the kiosk. And then  
28 we can spruce it up and then we can put new plexiglass on it.

29 Chairman Isaks asked Mr. Brubaker what he said about the river and getting too close to it.

30 Mr. Brubaker said there is a chain link fence, not directly on the river. It's there because there  
31 was concern that vehicles would park too close to the river and they wouldn't see the hill and  
32 then the vehicles would go into the river. The solution that was determined in the master plan  
33 was to put up guardrails along where the parking lot will be so that vehicles can't get in, and the  
34 chain link fence isn't the most aesthetically pleasing, so the thought was to remove the fence  
35 once the wooden guardrails are up.

36 Chairman Isaks asked, so this is for vehicles, not people?

37 Mr. Brubaker said that's correct. You can easily walk around the fence and get into the river.

38 Chairman Isaks asked, does the conservation area go all the way down to the river?

39 Mr. Brubaker said he will have to look, he is not sure.

40 Chairman Isaks mentioned the conservation area and the water way and our responsibility.

41 Mr. Brubaker said we have a shoreland permit. We needed that from the State from DES and the  
42 current master plan is approved. We have all the approvals with what the master plan proposes  
43 so he thinks we are good with what is proposed there.

44 Chairman Isaks mentioned the issue of liability.

## DRAFT

1 Mr. Brubaker said he worked with Georgia to purchase the second Conservation Commission  
2 banner. We received it and he will bring both banners to the October meeting. He will get the  
3 word out about the town forest cleanup day. The commission approved the plexiglass.

4  
5 Chairman Isaks mentioned the police station tour.

6  
7 Mr. Brubaker said that Chief Dolan and the Police Department wanted to get the word out about  
8 a new police station. They reached out to all boards and committees to set up tours. They are  
9 trying in the next month to bring in committees and the public to tour the current facility and get  
10 the word out about the current condition of the police station. Chief Dolan asked him to ask the  
11 commission if they are interested in doing a tour and what time would work best.

12 Chairman Isaks said there is a sign on the website for signing up for the tours.

13 Mr. Brubaker said, those are separate, for Salem residents. They want to keep it for Salem  
14 residents. They do those resident tours a couple times a week. The PD have invited boards and  
15 committees to tour separately if they desire.

16 Chairman Isaks said, the one time we are usually scheduled is on a Saturday when we do site  
17 walks. We could do it as part of a site walk.

18  
19 Mr. Brubaker said he can reach out to Chief Dolan for the 9:00 am site walk time, and he also  
20 suggested they make an alternate date. Maybe before a commission meeting.

21 Mr. Marotte said, we are not voting on the police station next week. You can go to Chief Dolan  
22 with the 9:00 am time, and see if it works. If not, we can discuss it again next month.

23 Chairman Isaks said, or maybe if 9:00 am doesn't work, then ask about 10, and do it as the  
24 second item on the site walk.

25 Ms. Fitzpatrick also suggested Crayton send out a poll to see what time works.

26 Mr. Brubaker said he will reach out to Chief Dolan for the 9:00 or 10:00 for the next site walk.

27  
28 **MOTION by Ms. Karibian to adjourn.**

29 **SECOND by Ms. Fitzpatrick.**

30  
31 **VOTE ON MOTION: 4 - 0**

32 **UNANIMOUS**

33  
34 The meeting adjourned at 8:42 p.m.

35  
36 Minutes by: Susan Strugnell, Conservation Commission Recording Secretary

37 Approved: Conservation Commission

38 Date: