

**Concord Conservation Commission  
Trails Sub-Committee  
Draft Minutes  
March 23, 2016**

**Attendance**

Present: Beth Fenstermacher – Senior Planner, Ron Klemarczyk, Rob Knight, Audra Klumb, Tim Pifer, Hilary Thomson, Dave Ross, Fran Philippe, Ann Gwynn, Rob Talmadge, Greg Mannesto, Gail Page, Leslie Talmadge, Ron Rayner, Chris Northrop, Richard Maher, Kevin Jones

**1. Organization**

- a. Roles of officers and election – there was a general discussion about the roles of the officers. The Chair will run the meetings and act as the leader of the sub-committee, the Vice Chair will cover the leadership roll if the Chair is not available, and the Secretary will take minutes and work with staff for any communication needs. The group will revisit the roles throughout the year to determine if they are appropriate.
  - i. Rob Knight was suggested as Chair, and the subcommittee members voted unanimously to elect him to that position for a one year term
  - ii. Rob Knight nominated Tim Pifer to act as Vice Chair, subcommittee members voted unanimously to elect him to that position for a one year term
  - iii. Gail Page volunteered to act as Secretary, and the subcommittee members voted unanimously to elect her to that position for a one year term
- b. Meeting date change – Rob K. requested day/time change for the regular meetings. After discussion, it was decided that the time will remain at 5:30 and the day will change to the 2<sup>nd</sup> Wednesday of the month, on the same night of the Conservation Commission.
- c. Mission Statement –After general discussion, the group decided on: “To develop, maintain and promote mixed-use trails for the City of Concord”
- d. Goals: The following 2016-2017 Goals were suggested:
  - i. Complete the Broken Ground trail system
  - ii. Complete the Swope Park to Winant Park Connector Trail
  - iii. Plan the Rum Hill to Winant Park Trail
  - iv. Check and maintain every trail at least once per year.
  - v. Treat all boardwalks to increase lifespan.
  - vi. Organize 1-2 community trail walks.
  - vii. Work on a signage plan for the City trail system to clarify wayfinding and allowed trail uses.
  - viii. Update the trail guide.

Rob K. suggested a goal to increase the number of certified chainsaw users on the trails. Beth would like to check with the legal department and insurance provider on this one.

- e. Report back to Conservation Commission – Beth suggested that either Kathy Healy or another committee member when Kathy is absent provide a brief report to the Conservation Commission at their meeting, updating on the status of goals.
- f. Volunteer Release forms – Beth had all members sign the release forms.

## **2. Trail Planning**

- a. Broken Ground trails- It was agreed that the construction of Broken Ground trails is a priority. Ron K. provided an overview of the proposed trail system, he will flag the trails in the next few weeks and then we will set up a site walk. There was discussion about coordinating with mountain bikers, Ron and Beth will meet with them to discuss layout. It was generally agreed on that the bikers should be able to share hiking trails and have some areas where it is biking only, and the biking only trails do not necessarily need to have the forestry buffer.
- b. Beth, Ron and Rob K. gave a brief update on the proposed Winant-Swope Park connector trail through St. Paul's School (SPS) land and private property. The trail agreements were signed by the City Manager following City Council approval on March 14<sup>th</sup>. We are still awaiting a signed agreement from SPS. Rob indicated that the trail is flagged. Ron K. indicated that we will need to plan for the construction of wet area crossings. Upon approval from SPS, a date will be scheduled for trail construction.

## **3. Trail reports**

- a. Beth distributed a copy of the trail assignment spreadsheet. Rob T. volunteered to steward the Swope connector trails. Greg M. volunteered to steward the Sewalls Falls trails.
- b. David Ross created a spreadsheet to log hours for volunteers. Beth indicated that this will be useful for reports back to City Council, budget discussions, and potential grant applications. David will maintain the spreadsheet, and people should report their hours directly to him via email, or at the monthly meeting.

## **4. Other business**

- a. Chain saw certification classes – Rob K. indicated that there will be a certification class through the NH Timberland Owners Association in Loudon on May 4<sup>th</sup> from 8am to 3pm, and there is a discounted price of \$45 for City volunteers. Those interested should register through the Timberland association.

Ron K. indicated that he spoke with the City's General Services Department about use of chainsaw's on City owned land. Personal protection equipment – including eye and ear protection, gloves and chaps must be worn at all times when using chainsaws on City-owned land and easement land. Ron K. mentioned that there is potential for trail volunteers to attend a chainsaw certification class through General Services, but there is currently no class scheduled. Ron and/or Beth will notify the group when one is scheduled.

- b. Ron K. mentioned that in preparation for the upcoming fire season, he marked up all of the trail maps for the fire department, indicating access points, water availability, etc. There was general discussion about forest fires, and Beth will speak to the fire department about how to get the word out warning trail users about fire hazard. Potentially, language will be added to the website and/or at trail heads.

Next Meeting – The next meeting will be on April 13, 2016 at 5:30 in the second floor conference room at City Hall.

Meeting Adjourned: 7:05 PM

*DRAFT*

Respectfully submitted,  
Beth Fenstermacher, Senior Planner