

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

Attendees: Katherine Healy, Vice-Chair Jeff Lewis, Kevin Porter, and Chair Kristine Tardiff

Absent: Rick Chormann, Mark Coen, Emily Landry, Councilor Michele Horne, Tracey Lesser and Alternate Jim Owers

Staff: Kearsten O'Brien, Senior Planner
Krista Tremblay, Administrative Technician III

Public: Morgan Dunson (18 Chenell Dr, Concord)
Nick Golon (48 Constitution Dr, Bedford)
Nathan Sherwood (30 Energy Way, Exeter)

1. Call to Order

The meeting was called to order by Chair Tardiff at 7:01 p.m.

2. Minutes – The September 10, 2025 meeting minutes were continued to the November 12, 2025 meeting due to not all of the members present at tonight's meeting were present at the September 10, 2025 meeting.

3. New Business

- a. Nobis Group, on behalf of St. Paul's School, request a recommendation for approval of a conditional use permit, in conjunction with a major site plan, for the disturbance of wetland buffers, at Tax Map Lot 724Z 1/10/A, addressed as 80 Dunbarton Rd and Tax Map Lot 811Z 1/A, addressed as 117 Dunbarton Rd in the Institutional (IS) and Open Space Residential (RO) Districts. (2025-114) (PL-SPM-2025-0026) (PL-CUP-2025-0099)

Vice-Chair Lewis stated for the record his firm is doing work with St Paul's now on some invasive species management on the Turkey River Watershed and wanted to make sure there is not a conflict. Vice-Chair Lewis stated he intended to recuse himself but there will not be a quorum if he recuses himself.

Chair Tardiff stated this request is not dependent on that work.

Ms. Dunson stated that work is not related. Ms. Dunson noted the bottom part of the building is going to be an open fitness outdoor space. Ms. Dunson noted that is the space that directly abuts the wetlands.

Member Healy asked if it floods now.

Ms. Dunson responded no, it does not flood. Ms. Dunson stated it is pretty steep up there. Ms. Dunson noted this project is an addition to their athletic fitness center. They have tennis courts, pool, gyms and hockey rink. Ms. Dunson noted the project is a squash court. Ms. Dunson stated

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

they went to the Zoning Board of Adjustment on November 6, 2024 for a variance for wetland buffers and setbacks for the building structure of 8,200 square feet. It was a conceptual building layout and since they have redesigned it so there is less impact in the wetland buffer of the building. Ms. Dunson stated they are now under the threshold. Ms. Dunson showed the existing and proposed disturbances to the wetland buffer. They are proposing a subsurface gallery and that will treat the new building and part of the existing parking lot.

Member Porter asked when you say treatment is that storm water or waste water.

Ms. Dunson responded storm water.

Chair Tardiff asked if the subsurface that will receive storm water run-off from the parking lot as well as the new facility.

Ms. Dunson responded yes. Ms. Dunson stated they are proposing three-foot-wide stone around the road to protect for erosion. Ms. Dunson submitted to DES AoT for review.

Vice-Chair Lewis asked how is this area getting back to the gallery is it is roof drain.

Ms. Dunson answered it is a roof drain.

Ms. Dunson noted there is one section that is really low.

Chair Tardiff asked is there is a new road coming behind it.

Ms. Dunson stated it goes under. Ms. Dunson stated the building on the second floor is nine feet off the wetland and the road is 18 feet off the wetland. That is the closest disturbance. There is no water draining form the hard surface it is collected on the roof. They are asking for a conditional use permit for a disturbance within the 50-foot buffer for the roadway and the storm water improvements.

Vice-Chair Lewis asked about the treatment if that is some of the pavement.

Ms. Dunson stated that is just roof coming off there. Ms. Dunson noted there is a gravel area between the two buildings and they are putting a catch basin to prevent flooding. Ms. Dunson noted from the storm water report there is around 18,600 square feet of impervious area just sheet flowing into that area. The new building adds 17,600 square feet. Ms. Dunson stated they are improving the existing condition.

Vice-Chair Lewis stated if they have to make revisions to that and it is more impact to the buffer.

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

Ms. Dunson asked if that would mean she would have to come back.

Vice-Chair Lewis responded technically, if you have to clear more trees there and they have shown the specific impact they want. So, if you need another 1000 square feet they would have to amend the conditional use permit before the Planning Board approves it. Vice-Chair recommended they receive the AoT permit first before they go to Planning Board so you do not have to go back to the Planning Board.

Ms. Dunson stated it is a good thing to note and if that is the case that is what we do.

Vice-Chair Lewis noted Nobis should have the Turkey River Watershed report that is a few years old because if they were looking to do a disturbance because it does drain to the river.

Ms. O'Brien will send the report to Ms. Dunson.

Vice-Chair Lewis asked Ms. Dunson to share with the civil team.

Ms. Dunson responded she will do that.

On a motion made by Vice-Chair Lewis, seconded by Member Porter, the Commission voted to recommend the Planning Board approve the conditional use permit as submitted. All in favor. The motion passed unanimously.

- b. TFMoran and Unitil Energy Systems, Inc. request approval for a conditional use permit for disturbance of the bluff buffer for the construction of a new substation, at Tax Map 494Z Lot 44, addressed as 1-7 McGuire Street, in the Industrial (IN) District.

Mr. Golon and Mr. Sherwood are present to represent this application. Mr. Golon stated they are here because of the bluff buffer impacts. Mr. Golon noted this project is to retire vintage substation equipment and install new current technology to meet the growing demand in Concord. Mr. Golon stated the substation dates back to the 1940's and is located in the central portion of the property. It measures approximately 65 by 62 a little more than 4000 square feet. Mr. Golon noted as time passes our needs for electrical infrastructure grows. The new electrical substation has grown in size approximately 145 by 155 which is about 22,000 square feet. Mr. Golon noted 100% of the work that they are performing is within areas that were previously disturbed the original construction. They are lessing some of the impervious within the buffer and it will be restored to a natural condition. Mr. Golon stated when you look at the cross section of the bluff it is bisected by the railroad. Mr. Golon asked if it is truly a bluff in the traditional sense where you measure the vertical change from the low point from the edge of water to its vertical point. Then you measure it as a ratio. As long as you have 18% flat around the top for a certain distance that is the end of the bluff. Mr. Golon stated if that was the case

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

the bluff would end at the railroad. Mr. Golon noted they took the approach to say the bluff does encapsulate the project as a whole and identified as such on the plan. That was done in coordination with the wetland scientist and geologist.

Vice-Chair Lewis asked if it is a zoning interpretation.

Mr. Golon responded it is. Mr. Golon noted there are two zoning elements related to the bluff and that may require them to continue from the October meeting to November or December to get those sorted out. Mr. Golon pointed out the tightness of the contours of the bluff. There is a control enclosure where certain electrical equipment will be housed within an environmentally controlled area to make sure it operates correctly. Mr. Golon noted there is the ability for someone to go inside that enclosure. Whether or not that is considered a structure by the definition that the city of Concord has and they need to work it out. If it is proven that the control enclosure is deemed a structure they may need to go to the Zoning Board of Adjustment to seek relief. Mr. Golon stated there is an abundance of good reasoning as to why that should be approved. Mr. Golon noted it is already an existing area with impervious and they are not creating additional sediment load.

Ms. Healy asked what is there now.

Mr. Golon stated right now that is the existing pole storage yard. Mr. Golon noted one of Unitil's responsibility is maintenance. There are standard maintenance requirements. They will be able to reduce the pole storage area by rotating that 90 degrees. So, when you pull in off the access from McGuire Street to the access road and into the yard right now they have to go all the way in. Then, turn 90 degrees and another 90 degrees to get out. They are using a lot of land and in the revised design they come in and pull in 180 degrees. They align the tractor trailer to the pole storage yard area and pick up the poles. Then they can drive to McGuire Street. It creates a safer environment. Mr. Golon noted the substation yard is a cross section of stone. They are required to have an alterrain of terrain permit. Mr. Golon noted there is some grading that is taking place within the bluff because of the ravine is considered part of the bluff. Mr. Golon stated they may have to seek zoning relief for that. They are working with city staff to determine the next step. Mr. Golon noted the city has a sewer easement that goes through the property.

Chair Tardiff asked if NH Prison has a sewer easement.

Mr. Golon stated they are working with city staff on an easement because the sewer line is not the easement rights. The city will be able to maintain the sewer at any point. Mr. Golon noted the impact is around 24,450 plus or minus square feet of impact to the buffer.

Vice-Chair Lewis stated he cannot comment on the zoning.

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

Vice-Chair Lewis asked what is that steep slope.

Mr. Golon stated there are a fair amount of invasives and tall grass.

Vice-Chair Lewis asked if it is 30 feet of that.

Mr. Golon responded yes, they are not impacting any of that slope. The area they are impacting is where the existing poll yard is located.

Vice-Chair Lewis asked if it is stabilized.

Mr. Golon responded yes.

Chair Tardiff stated the question for the Conservation Commission is for the request of the conditional use permit for the disturbance of the bluff.

Vice-Chair Lewis asked about the permit for the alterrain of terrain and will be a permit verification.

Mr. Golon stated they will have it in before then.

Chair Tardiff asked for this bluff area at the top and down to the railroad are there any signs of past erosion.

Mr. Golon responded from his prospective no.

Vice-Chair Lewis stated it makes sense as proposed. Vice-Chair Lewis noted as long as there is erosion control during construction he cannot think of anything that he would add.

On a motion made by Vice-Chair Lewis, seconded by Member Healy, the Commission voted to recommend the Planning Board approve the conditional use permit as proposed. All in favor. The motion passed unanimously.

c. Reappointments to Trails Subcommittee

- a. Rebecca Ross, 3-year term January 1, 2026 to December 31, 2028
- b. Mark Cheever, 3-year term January 1, 2026 to December 31, 2028
- c. Fran Philippe, 1-year term January 1, 2026 to December 31, 2026

On a motion made by Vice-Chair Lewis, seconded by Member Healy the Commission voted to reappoint Rebecca Ross for three years, Mark Cheever for three years and Fran Philippe for one-year effective January 1, 2026. All in favor. The motion passed

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

unanimously.

4. Reports

a. Trails Subcommittee – Jeff Lewis

Vice-Chair Lewis noted the Mr. Klemarczyk provided the forestry report. The West End Farm Trail has been started. They discussed signs for the trails. They are working on the fence going across the Desgardin lot. Vice-Chair Lewis asked Mr. Klemarczyk when he can get the causeway done and he responded end of November. They are updating the map. Mr. Matson is starting his easement monitoring. They are updating the trail guide. There was a discussion about an all person's trail. Vice-Chair Lewis will reach out to Barbara to let her know Fred was at the Trails Subcommittee meeting inquiring about the kiosk at the trail head and do they have any family information.

b. Forestry

The forestry report is attached to the agenda.

c. Tree Subcommittee update – Rick Chormann

Chair Tardiff asked for Ted Diers from the Tree Subcommittee is looking to attend next month's meeting to prepare for his annual report.

d. Local River Advisory Committees

There is nothing to report on this agenda item.

e. New Hampshire Department of Environmental Services

There is nothing to report on this agenda item.

f. City Open Space and Easements

There is nothing to report on this agenda item.

g. City Council/Planning Board

There is nothing to report on this agenda item.

5. Old Business

a. New trail follow-up discussion (Spears Loop Trail, West End Farm Trail, northerly bypass, 16-foot easement trail follow-up discussion) Status of each, any outstanding items remaining to be done for the ones that are completed, permit status, installation of signage, etc.

Chair Tardiff noted the Spears and West End Farm Trail was already discussed. Chair Tardiff asked about the 16-foot easement.

Ms. O'Brien stated they sent an email and has not heard.

Vice-Chair Lewis stated there is no update.

CONCORD CONSERVATION COMMISSION

MEETING MINUTES

October 8, 2025, 7:00 p.m.

Council Chambers, 37 Green St

6. Staff updates on items

Ms. O'Brien is still working with Mr. Albertin because the Morrill's have an agricultural lease.

Ms. O'Brien stated that she researched as requested from the last meeting regarding the scope of work for the City Forster. Ms. O'Brien stated that the Forester is doing the scope of work as described in the RFP from the 2000's and within the signed contract.

Member Porter mentioned having the Tree Committee come to Conservation Commission for a joint meeting. Member Porter noted there is a lot of dead wood in the next couple of years that will need to be managed. Member Porter suggested to have residents be able to take out the dead wood.

Chair Tardiff suggested to have an agenda item created to have future discussions about how to handle the dead wood.

Adjournment

Member Porter moved, seconded by Vice-Chair Lewis, to adjourn the meeting at 8:23 p.m. All in favor. Motion passed unanimously.

Respectfully Submitted,

Krista Tremblay

Krista Tremblay

Administrative Technician III