

# WARNER RIVER LOCAL ADVISORY COMMITTEE MEETING MINUTES

Wednesday, 23 October 2019

7:00 p.m.

Pillsbury Library, Main Street, Warner, N.H.

**Appointed WRLAC Representatives** present in **bold** (term ends):

**Bruce Edwards**, Bradford (10-8-2021)

**Linden Rayton**, Hopkinton (11-26-2021)

**Scott MacLean**, Bradford (10-8-2021)

**J. Michael Norris**, Hopkinton (11-26-2021)

Carol Meise, Bradford (10-8-2021)

**David White**, Hopkinton (11-26-2021)

Susan Roman, Webster (10-12-2021)

**Robert Wright**, Sutton (05-22-2021)

**Ken Milender**, Warner (11-26-2021)

**Andy Jeffrey**, Sutton (07-23-2021)

**Laura Russell**, Warner (11-26-2021)

**Peter Savickas**, Sutton (08-19-2021)

**Christopher Spannweitz**, Warner (11-26-2021) Dan Moran, Webster (09-03-2022)

Doug Giles, Hopkinton (11-26-2021)

## *New and Continuing Business*

1. September 2019 meeting minutes approved unanimously with one abstention
2. Permit Applications. [Hopkinton DES #2019-000437](#) (Deer Path).
  - a. Letter was received at DES, no staff assigned to review, but we've been assured that our questions will be considered and DES will request additional information.
  - b. Discussion
    - i. Mike – Was there a deadline specified because that might provide a little leverage for getting DES to address this soon.
    - ii. Ken – No deadline in place. Perhaps because our advice was for DES to reject the application until the information WRLAC has requested is received and reviewed, that is our leverage.
    - iii. Andy – We want to establish a relationship with DES so we can get feedback from them on future permit applications.
    - iv. Peter – Is there a reasonable timeline we could suggest?
    - v. Ken – How about if I contact DES 30 days from the date I submitted the letter to ask about the status of the situation?
    - vi. Committee was in agreement with Ken's proposal.
3. Warner River Corridor Management Plan
  - a. [Survey](#) has been released to the public and is now available for the full Committee to complete. Joanne Cassulo reported that as of today there are 42 responses.
  - b. Warner Fall Foliage Festival survey summary (Swedish fish and goldfish were hits with visitors).
  - c. Ken encouraged all Committee members to take the survey.
  - d. Discussion about how to get more folks to take the survey.
    - i. It was noted that it is easy to take the survey on a smartphone.
    - ii. Conservation Committee agendas – Linden had kindly compiled a list of when town Conservation Committees will be meeting in November

- iii. The following WRLACCommittee members volunteered to get on town Con Comms' agendas and ask the Con Comm members to take the survey at that time
      - 1. Warner: Nov 6, 7:00 – Chris
      - 2. Sutton: Nov 13, 6:30 – Bob
      - 3. Webster: Nov 13, 7:00 – Ken will contact Webster members
      - 4. Bradford: Nov 19 – Scott
      - 5. Hopkinton: Nov 19, 7:30 – Mike
    - iv. Peter volunteered to have Debbie, his wife, take the postcards to the Ausbon Sargent meeting on Oct 27[?]. All Conservation Committees will have representatives at the meeting, and it is hoped that Debbie can get attendees to complete the survey and to disseminate information to their committees.
    - v. Linden will contact teachers she knows at KRMS and KRHS to see if they'd be willing to distribute the postcards.
    - vi. The survey is on most towns' websites. Scott will make sure it is on Bradford's.
    - vii. Chris volunteered to take cards to The Local, Schoodacs, Bookends, Warner Public Market, Everyday Café, Sweet Beet, Cracker Barrel, Tackle Shop, Bar Harbor Bank.
    - viii. Other locations suggested were Appleseed, Vernondale Store.
    - ix. Town locations: transfer stations, libraries, town halls, post offices, town meetings.
    - x. Chris will put a list of locations on a shared Google doc to indicate when and where the cards have been delivered.
    - xi. Newsletters – Andy will ask his wife to write up a “press release” with information about the WRLAC and inviting readers to take the survey.
      - 1. Chris could take a version of the “press release” to Warner's Con Comm meeting on Nov 6.
      - 2. Blaisdell Lake Assoc – Andy
      - 3. Bradford Fish & Game Club - Andy
      - 4. Hopkinton listserv - Dave
      - 5. Bradford Bridge – Scott
      - 6. Kezar Lake Assoc – Bob
      - 7. Massasecum – Peter
      - 8. Todd Lake - Scott
      - 9. Trout Unlimited - Laura
      - 10. Intertown Record – Laura
    - xii. We will hold off on libraries, town halls.
    - xiii. Ken will proof Andy's draft and then send to the rest of the Committee.
- 4. WRLAC Review Guidelines Part 2 – Ken and Susan
  - a. Committee voted to table this item.
- 5. WRLAC Website: Chair to request a volunteer to spearhead options for establishing a WRLAC website, resurrecting the Warner River Nomination page, hosts, costs, etc., etc., etc.
  - a. Andy noted that he has experience in this realm, and he could look into building a simple website that for the time being would provide contact information and that would act as a content library. Laura will work with Andy on this. Ken will contact former

WRLAC Acting Chair Connors to see if she has any additional information about earlier websites.

- i. Sec Note – Useful references: [Warner River Nomination](#) documents, [DES website about LACs](#), [other LACs' websites](#), [links to other corridor management plans](#)

6. Future Request for Information: Town Master Plans, Conservation Plans, Hazard Mitigation Plans, and etc.

- a. Chair Ken noted that at some point, we will need these documents to help us and Central NH Planning write the corridor management plan. Committee was asked to consider this going forward.
- b. Bruce noted that the town's hazard mitigation maps could be particularly useful for existing culverts and other river crossings.

7. Conflicts of Interest (continued discussion from last month per Bob Wright, Sutton)

- a. By way of example, if Sutton submits a grant request for ARM funds and the WRLAC does also, does this create a conflict of interest for someone who is on the WRLAC and who also serves as a Sutton selectboard member?
- b. Ken has discussed this question with Tracie Sales, who indicated that (summarized by Chair Ken) "This has not happened; it could happen; and the Committee may need to figure out how to manage it to the best of its ability."
- c. DES's position is, if a potential conflict of interest is identified, the LAC will handle it.  
Discussion: If a possible conflict arises, the process could take different directions.
  - i. The person in question could recuse him/herself and leave the discussion.
  - ii. The Chair could ask the person in question to participate in the discussion but to refrain from voting.
  - iii. The Chair could ask the person in question to remain but to refrain from participating in the discussion and refrain from voting.
  - iv. The Chair could ask the person in question to leave the discussion.
  - v. Other notes
    - 1. What if the person in question refuses to recuse?
    - 2. This is a small state and it's quite common for the same person to serve on several committees, and thus committees need to be flexible.
  - vi. Conclusion: if it happens, we'll handle it.

8. Elections

- a. The bylaws state that elections must occur yearly (November for this committee).
- b. The current Executive Committee has expressed an interest in continuing and forming the slate of officers up for election to serve calendar year 2020: Chair, Milender; Vice Chair, Edwards; Treasurer, White, Secretary, Russell.
- c. There are no term limits in the Bylaws.
- d. If anyone is interested in being on the executive committee, please contact Ken.

9. Logo – Linden is hoping to complete the logo in the near future. Andy note that he has experience with Photoshop, and he volunteered to help Linden with the logo.

## 10. Signage

- a. A visitor to the WRLAC's table at the Fall Foliage Festival alerted Peter to the fact that the WRLAC could have DES make signs indicating that the Warner River is a designated river. Peter did some research and found that LACs can [apply to DES to make a sign](#) (scroll down to see link)...but the LAC has to pay for the sign. NHDES guidance on signs for Designated Rivers is attached to these minutes. NHDES does not have funds available for signs.
- b. Discussion
  - i. Perhaps we could get some help with funding from the local Con Comms. Maybe if we convince one town to sponsor one set of signs, , the others will follow suit.
  - ii. Ken asked the Committee if we should pursue signs. The Committee said yes.
  - iii. Ken will contact Tracie for guidance, including information about non-state routes and sources of funding.

**Next meeting:** Because the 4<sup>th</sup> Wednesdays in Nov and Dec are during holidays, the Committee voted to combine the November and December meetings into one on Wednesday, December 4. There will not be a meeting on the 4<sup>th</sup> Weds of November (11/27) or December (12/25).

### Other New Business

Right-to-Know laws: David asked if we should have someone meet with the Committee to help us understand the Right to Know laws a bit better. [Sec. Note: Susan seems to have an excellent grasp of RTK laws; perhaps we could just ask her to present for 15 mins or so?].

Chair Ken updated the Committee about the wetlands permit for reconstruction along the edge of Lake Todd. WRLAC has not yet received the DES notice of permit application.

Bruce asked whether we have a map showing easements and land trusts. Ken noted this was a good question; we will ask Joanne to include that kind of map in the Corridor Management Plan.

### *Long-Term Monitoring (all quiet, for now . . .)*

FEMA Risk MAP Contoocook Basin  
WVWD's Wastewater Infiltration System  
Warner River VRAP

Concord-Lake Sunapee Rail Trail  
Route 127 (Davisville) Bridge.  
Contoocook River (winter) Program

Adjournment (8:52)

Respectfully submitted,  
Laura Russell, WRLAC Secretary

### Attachments

DES Signage Guidance document (on following pages)



## PROTECTED RIVER SIGN REQUEST (RIVERS WITHIN STATE RIGHT-OF-WAYS)



### New Hampshire Rivers Management and Protection Program

**RSA/Rule:** RSA 483

New Hampshire's 19 designated rivers are recognized by the United States Congress, the New Hampshire General Court, and their local municipalities as significant resources. As a result of a Memorandum of Agreement (MOA), the New Hampshire Departments of Transportation (DOT) and Environmental Services (NHDES) created signs that may be installed within state right-of-ways. These signs identify New Hampshire's Designated Rivers, signifying a designated river's importance to the state's natural and cultural heritage.

#### Sign Locations

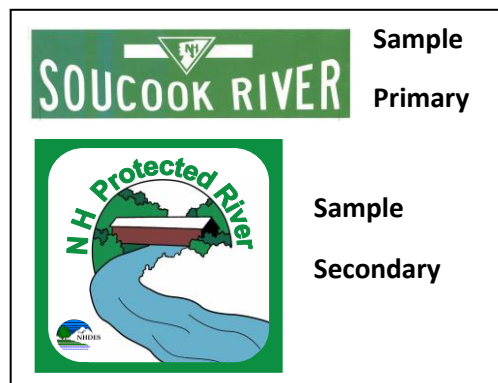
The signs can be erected on state highways other than interstate highways, divided portions of the New Hampshire turnpike system, and limited access highways. The signs will be placed within the state's right-of-way at bridge crossings of the designated river by the town/city or an appropriate contractor. Approval for sign installations must be received before a sign is installed. To obtain approval, fill out the form on the next page and submit it to NHDES. NHDES will submit the application to DOT. Once approved, NHDES will place the order with the New Hampshire Department of Corrections (DOC) Sign Shop. One form must be submitted for each location.

#### Sign Measurement

The primary sign is 30 inches long and 12 inches high. The secondary sign is 24 inches square. The signs will be mounted on a steel U-post or other posts that meet the requirements of the MOA, and as depicted in the adjacent graphic.

#### Estimated Cost

The Local Advisory Committee is responsible for securing funding to cover all costs associated with the production, approval and installation of the signs.



Upon approval by NHDES, Rivers Management and Protection Program staff will place the order with the DOC Sign Shop. Sign costs may vary depending on the size of the order, and do not include delivery.

**Estimated cost: Primary sign (\$32) + Secondary sign (\$29) + Sign post (\$21) = \$82**

Please note that it is expected that most locations will require two sets of signs, one facing traffic on either side of the road. Therefore, the cost for two sets of signs is \$164. Hardware is not provided. Sign orders will be available for pick-up at the DOC Sign Shop, or can be shipped.

**Questions? Contact Mariah Mitchell, Rivers and Lakes Programs Assistant, at (603) 271-1522 or [mariah.mitchell@des.nh.gov](mailto:mariah.mitchell@des.nh.gov).**



# PROTECTED RIVER SIGN REQUEST (RIVERS WITHIN STATE RIGHT-OF-WAYS)



## Installation Permission Form

Please fill out the information below, attach a site map or aerial photo of the proposed sign location, and return the signed form to the NHDES Rivers Program. Use one form for each sign location, though a single form may be used for two signs facing traffic on either side of the road at a single river crossing, if the signs are located in the same municipality.

### Billing Information

Name:		Daytime Phone:	
Street Address:			
Town:	State:	ZIP Code:	
Email:	Is this the shipping address? <input type="checkbox"/> Yes <input type="checkbox"/> No		

### Sign Location Information

River Name:	Bridge Name (if known):
Street Name:	Town:
Description of sign location, including distances from pavement edge, existing infrastructure and nearby signs:	
<input type="checkbox"/> Attach a map or aerial photo of the proposed sign location(s). The map must include the designated river, the name of the town, the route number or road name, the bridge and the proposed sign installation location.	

### Sign Order

# Primary Signs:	Primary Sign Text:		
# Secondary Signs:	# Sign Posts:	<input type="checkbox"/> Ship Order	<input type="checkbox"/> Pick Up Order

### Installation Approval

Elected or Authorized Municipal Official:	Town:
Signature:	Date:

Director of Department of Public Works:	Town:
Signature:	Date:
Chair of Local Advisory Committee:	River:
Signature:	Date:

**Return form to:** Rivers Management and Protection Program, NHDES, PO Box 95, Concord, NH 03302-0095; Fax: (603) 271-7894; Email: [riversprogram@des.nh.gov](mailto:riversprogram@des.nh.gov).