



Town of Merrimack, New Hampshire

Community Development Department

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Town Hall - Lower level - East Wing

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Planning - Zoning - Economic Development - Conservation

Horse Hill Nature Preserve
(Subcommittee of the Merrimack Conservation Commission)
Minutes for Tuesday, February 22, 2022
Memorial Room
7:00 p.m.

CALL TO ORDER at 7:00pm.

Attendees Present: Marc Gagnon, Chairperson; Ellen Kolb; Christine Nazaka; Tim Adams; Kirk Ware (non-voting)

Attendees Absent: Lynne Wenz, Eric Starr

PUBLIC COMMENTS: None

APPROVAL OF MINUTES from November 30, 2021 –
Approved 4-0-0

OPEN ACTION ITEMS STATUS UPDATE / NEW ACTION ITEMS:

- Follow-up on reported unapproved trail building - Lynn discussed specific location detail, which must be accessed via private road from Farmer Road; Marc to follow-up again weather permitting.
- Map Printing and Distribution - Completed and initial batch distributed to committee for stocking; remaining order in storage in Community Development.
- QR Code Posting - Christine to work with CD staff on laminating signs, posting.
- Lynn - Etched Metal Map update - no update
Review / Communication of process for Funding. Ellen stated that the MCC policy is no reimbursement for personal expenses. Volunteers are donating time and materials within their capacity. Ellen restated the procurement process as follows:
 1. Obtain a written quote/order from local Lowes, Home Depot, or Reeds Ferry
 2. Ask manager to forward to Stefanie Brinn at CD staff; may also forward to Stefanie directly
 3. Stefanie will gain approvals through MCC and town manager
 4. Make a list of required materials for the project
 5. Town issues payment directly to store; materials may then be picked up

- **Invasive species plan;** The committee reviewed and discussed the report from UNH Extension, facilitated by Tim; We will focus on the recommendation for successive cutting only along the main loop trail entrance. Tim can identify the needed cutting areas. Tim/Marc will plan a spring cutting (early April) after initial green-up. Committee volunteers will be solicited. A second cutting in late summer is also anticipated.
- **Kiosk refresh** - No usable materials available through MCC contact. Marc will survey all kiosks and make a materials list for procurement
- **NEMBA outreach** - Marc has made contact with the local chapter president, Chris Gaudet; Initial discussion on having him attend a HHNP meeting to discuss mutual interests and any issues. Marc has also joined local NEMBA Facebook group to monitor and participate in any HHNP- related discussions.

OTHER NEW BUSINESS

- **Vice-Chairperson Selection** - By unanimous consent, Christine Nazaka was selected to fill the Vice Chairperson role on the committee. The committee will plan to revote for officers at the third Quarter meeting,
- **Process for downed tree / trail hazard reporting - Per direction from MCC, volunteers and HHNP members are no longer allowed to use chainsaws for this purpose. Trail hazards must communicated ASAP to Mike Boisvert of the MCC who will forward requests to DPW.**
 - **Mike Boisvert, mboisvert@merrimacknh.gov**
- **Discussion / Action assignment relative to 2022 Pro-active goals** - Committee agreed that previously agreed goals all have sufficient progress underway, with two new action items:
 - Boundary marking signage was obtained and not posted. Tim will share info on previous efforts. Ellen will bring to attention of MCC to determine path forward.
 - The committee will plan a spring trail walk to review the post-winter bridge conditions and set new repair priorities.

NEXT MEETING DATE set for June 21 at 7 PM. Tentative dates for remaining 2022 meetings are 9/6 and 11/29.

ADJOURNMENT - Meeting moved and voted to adjournment at 8:30PM