



1 Asked about regular maintenance for the infiltration system, Mr. Lopez stated the system is currently under  
2 review by Alteration of Terrain and does have a maintenance program along with it.

3  
4 Commissioner Rosati spoke of a new regulation requiring that only low-phosphate, slow-release nitrogen  
5 fertilizer be used in an aquifer conservation district. Mr. Lopez stated the note would be added to the plan.  
6 Commissioner Tenhave pointed out that would impact the higher level of phosphates in the initial  
7 application (Sheet 9).

8  
9 *Chair Perkins will submit a letter to the Planning Board noting the recommendation for spill kits and*  
0 *clarifying the language concerning fertilizer.*

1  
2 **2. Kodiak Veterinary Hospital, LLC (applicant) and Karen Roy (owner) – Review for recommendation to**  
3 **the Planning Board for a 2,224 s.f. building addition and change of use to a veterinary clinic. The parcel is**  
4 **located at 255 Daniel Webster Highway in the I-1 (Industrial) & Aquifer Conservation Districts. Tax Map**  
5 **3D-2, Lot 039.**

6  
7 Matt Petersen, Keach-Nordstrom Associates, noted the project seeks a change of use to convert the building  
8 to a veterinarian hospital with minor modifications to the site and building.

9  
0 Mr. Petersen displayed photos noting the areas of the building that would be squared off and a second floor  
1 added. The parking area that is currently in the Right-of-Way would have pavement removed (parking  
2 spaces removed). Grass would be added (approx. 1,200 sq. ft.). The amount of pervious and impervious  
3 would remain relatively constant.

4  
5 During a review by staff, the proposed animal walking areas were questioned. Although the specifications  
6 identify the walking areas, as the facility is a hospital, they do not require such amenities. The walking  
7 areas will be removed from the plan drawings.

8  
9 Chair Perkins requested a copy of the presentation be provided to be included with the meeting minutes.

0  
1 Asked how stormwater would be addressed, Mr. Petersen explained there are currently two leaching catch  
2 basins. They are not changing anything inside the parking lot beyond removal of pavement. The flow is  
3 extremely low (2.29 and 2.27). The project is simply a change of use. A site plan was done after the survey  
4 brought to light that the parking area is within the Right-of-Way. At project completion, the area of  
5 impermeable surface is slightly reduced. The existing catch basins are working well.

6  
7 Asked about snow storage, Mr. Petersen stated it would remain in the same areas as are currently utilized.  
8 He will talk to the owners and request that information be incorporated into the plan.

9  
0 **NEW BUSINESS**

1  
2 **1. Souhegan River Trail Project**  
3 ***Tabled 2-8-21***

4  
5 *As requested in the communication received from Kyle Fox, Director, Public Works Department, the item*  
6 *will remain tabled until the Commission's March 15, 2021 meeting.*

7  
8 **2. Horse Hill Nature Preserve Little Free Library**  
9



1 Angie Merrill provided a presentation. Little Free Library is a non-profit having over 100,000 registered  
2 libraries worldwide. The concept is “take a book, share a book” free book exchange, open to the entire  
3 community.  
4

5 In search of outdoor activities, she and her family spent a great deal of time, over the spring and fall, at the  
6 Horse Hill Nature Preserve (HHNP). She believes that to be a great location for a library.  
7

8 A diagram was provided detailing the proposed design and materials to be used (pending availability). Based  
9 on her research, Ms. Merrill put together full diagrams on how the poll/base (5’ pole with 2’ underground) fits  
0 within the house. Ground level to the top of the house (library) would be just under 5’ in total. The doorknob  
1 for the opening of the library would be around 4’ or slightly under, which is believed a good height for both  
2 adults and kids.  
3

4 Ms. Merrill suggested the area in the vicinity of the memorial bench as a potential location for the library. She  
5 also suggested, at the launching, nature-themed books be used. The idea is for the library to be open to the  
6 community to take a book or leave a book as often as desired. She stated a willingness to be responsible for  
7 checking in on the library every 4-6 weeks (more frequently at the start).  
8

9 Research indicates the biggest aspect of the project is that of community outreach. She would utilize social  
0 media, leave bookmarks of notes within the library itself including contact information should there be any  
1 questions/concerns. With a Little Free Library, you can register with the non-profit organization and the  
2 steward of the library would gain access to multiple resources including being included in their global map of  
3 free libraries. There are other little free libraries in Town; 3 at personal residences (listed on map) and 1 at Kids  
4 Cover (not registered through LFL).  
5

6 Vice Chair Boisvert questioned if there are instances where people leave an excessive number of books. Ms.  
7 Merrill remarked the way she would address that would be to set up an email address for the library where  
8 people wishing to donate a quantity of books or anyone witnessing too many books at the library, could reach  
9 out to her.  
0

1 Commissioner Perry remarked his only concern would be for her inconvenience should people start dropping  
2 things off at her residence. He would prefer there to be a public drop-off location. Asked if she has  
3 communicated with the Merrimack Library, Ms. Merrill indicated she has not. She is of the belief one of the  
4 Librarians is the owner of one of the other little free libraries in Town that is registered through the non-profit.  
5

6 Ms. Merrill stated she would be happy to reach out to the Merrimack Library to determine whether they would  
7 be open to such an idea. She reached out to one of the stewards for one of the libraries in Town and was told of  
8 that individual’s experience has been that the project did not require a great deal of her time; the community  
9 kept up with it.  
0

1 It was noted, as with any other project donation, the proposal must go before the Town Council for approval.  
2

3 Asked how the library structure would be secured, e.g., crushed stone, concrete, Ms. Merrill stated she was  
4 uncertain what would be permitted. Commissioner Perry commented the Commission has sunk several posts  
5 around Town with bits of concrete into a dry hole. He does not believe that would pose a difficulty.  
6

7 Asked about weatherproofing, Ms. Merrill stated there to be several ways, e.g., wood glue in addition to screws  
8 on all pieces of plywood and exterior paint. She is also planning to have shingles on the top, plexiglass on the  
9 front and a sealant. If an exterior sealant is needed in addition to the paint, she could look into that.



1 Information she has gathered from the Little Free Library website suggests several coats of exterior paint along  
2 with the wood glue and sealant are sufficient.  
3

4 Commissioner Rosati suggested a disclaimer of sorts be posted reminding parents to check the books chosen by  
5 children to ensure appropriateness. Ms. Merrill commented on the ability to include a QR code to gain more  
6 information than can be displayed in the structure.  
7

8 Commissioner Tenhave remarked placement closer to the memorial bench is preferred over the opposite side  
9 where the kiosk is located as that area tends to get close to a wet area. You would not want to be digging close  
0 to the wetlands. He recommended placement as close to the tree line as possible simply because when the  
1 parking lot gets full, cars will park in front of the bench.  
2

3 3. Project Signatures and Approvals – can the Commissioner tasked with the project take responsibility for all  
4 signatures and approvals up to the limits recorded in the public or non-public MCC meetings.  
5

6 Commissioner Perry commented on the direction he was given, at the last meeting, to move forward with the  
7 purchase of seedlings for the annual giveaway, and of learning that the order was delayed by the need for a  
8 signature from the Chair. He noted past practice where the Commissioner tasked with spearheading a project  
9 would be given signing authority up to the amount approved by a formal vote of the Commission.  
0

1 The Commission's Bylaws state in part "The Chairperson shall approve invoices prior to their payment by the  
2 town.". The Bylaws could be amended if the desire of the Commission. Review of the Bylaws is typically  
3 done at the Commission's annual meeting; however, as a living document, it can be amended at any time. A  
4 proposed amendment will be included on a future agenda for discussion/vote.  
5

## 6 OLD BUSINESS

### 7 1. Property Maps

8 Commissioner Rosati spoke of having received a request from a resident for a printed map. She reached out to  
9 the Community Development Department and arranged for a printed copy to be available for pick up.  
0

1 Commissioner Rosati emailed Papergraphics seeking a quote. She learned that, in exchange for placement of  
2 their company logo on the back, Papergraphics has and continues to provide printed maps at no cost to the  
3 Commission. The estimated cost is in the area of \$875.00. The current maps are dated 2017. Commissioner  
4 Rosati requested approval to order additional maps and questioned if any updates are needed.  
5

6 Councilor Albert questioned if QR codes are posted at entryways to trails and was told they are.  
7

8 Commissioner Tenhave questioned if the timing is right to request the Nashua Regional Planning Commission  
9 (NRPC) do an update of all maps. The Commission would have to provide information on any new trails,  
0 amenities, etc. The suggestion was that the Commission engage with its sub-committees to begin putting  
1 thoughts together around what could be added to/amended on the maps. The subject could be placed on a future  
2 agenda for further discussion.  
3

4 Commissioner Rosati suggested new maps be requested to satisfy the current need, and additional maps could  
5 be ordered next year, potentially after an update is completed.  
6

7 Commissioner Perry stated he has approx. 1,000 maps of the Wasserman Conservation Area. Commissioner  
8  
9



## Becky Thompson

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**From:** Y. Couser <ycouser@merrimacklibrary.org>  
**Sent:** Tuesday, March 16, 2021 12:05 PM  
**To:** Becky Thompson  
**Subject:** RE: Little Free Library at HHNP Proposal

Ok. Here's a bit more info on our conversation then.

During our conversation it seemed to me that she had the appropriate reasons for installing a LFL at Horse Hill. She also had done the appropriate research through the LFL website – you can purchase readymade LFLs or they have plans and guidance to construct your own.

I know we (at the library) would like to have more installed throughout town. I told Angie that we are able to help stock the LFL with books from our book sale. In the Summer of 2019, the Teen Squad that I facilitated learned about Collection Development and researched businesses to install LFL or book shelves and they pulled a lot of the book sale books for each location, depending on the clientele (for example, teen books at the orthodontist's office). Unfortunately we weren't able to go ahead with installation last summer due to COVID. But I still have about 7 book boxes in the basement that were reserved for that project.

Individuals who install a LFL at their home or another location can register the LFL on the LFL website, and it will appear on a map. Incidentally, my husband built a LFL for my birthday during COVID and it's at the end of my driveway. My neighbors interact with it and feel very fortunate to have this in our neighborhood. Yes, I am partial to LFLs – they are delightful to discover in random places.

You do need to do regular checks of the LFL to restock or check for any vandalism. If vandalized, then the individual installing the LFL should be willing to take on the cost of repair. The two LFLs that our Friends of the Library purchased were chosen by Matt Casparius and installed by DPW – they are at Wasserman Park and Twin Bridges. It's been a great collaborative effort for us.

Yvette Couser

Library Director | Merrimack Public Library

President | New Hampshire Library Association 2021 Board

Vice President | GMILCS Library Consortium

EDI Assembly | American Library Association 2020-22

Board of Directors | Greater-Merrimack Souhegan Valley Chamber of Commerce

Merrimack Public Library  
470 Daniel Webster Highway  
Merrimack, NH 03054  
Phone: 603.424.5021 x108 Fax: 603.424.7312  
website: [www.merrimacklibrary.org](http://www.merrimacklibrary.org)

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**From:** Becky Thompson [mailto:bthompson@merrimacknh.gov]  
**Sent:** Tuesday, March 16, 2021 11:45 AM  
**To:** Y. Couser  
**Subject:** RE: Little Free Library at HHNP Proposal

Great! I think this is all I need. I will just attach this email to the backup information and I will reach out to you if I need anything additional.

Thank you, Yvette :)

***Becky Thompson***

Executive Secretary, Town of Merrimack  
6 Baboosic Lake Rd.  
Merrimack, NH 03054  
Phone: 603-424-2331 | Fax: 603-424-0461  
[bthompson@merrimacknh.gov](mailto:bthompson@merrimacknh.gov)

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**From:** Y. Couser [mailto:[ycouser@merrimacklibrary.org](mailto:ycouser@merrimacklibrary.org)]  
**Sent:** Tuesday, March 16, 2021 11:42 AM  
**To:** Becky Thompson  
**Subject:** RE: Little Free Library at HHNP Proposal

Hi Becky,  
Yes, Angie and I had a nice phone conversation last week. I think it's a fantastic idea. I'm happy to attend the meeting if the Town Council wants my opinion.

Yvette Couser  
Library Director | Merrimack Public Library  
President | New Hampshire Library Association 2021 Board  
Vice President | GMILCS Library Consortium  
EDI Assembly | American Library Association 2020-22  
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**From:** Becky Thompson [mailto:[bthompson@merrimacknh.gov](mailto:bthompson@merrimacknh.gov)]  
**Sent:** Tuesday, March 16, 2021 11:40 AM  
**To:** Y. Couser  
**Subject:** Little Free Library at HHNP Proposal

Hi Miss Yvette,

I'm wondering if Angie Merrill has reached out to you about her proposal to build a Little Free Library at Horse Hill Nature Preserve and, if so, what are your thoughts on this?

She is asking to present her idea to the Town Council for their approval during their next meeting on March 25<sup>th</sup> and I think they are going to want your opinion(s) and recommendation. She already got the go ahead from the Merrimack Conservation Commission.

Thank you!  
Becky

# Little Free Library at Horse Hill Nature Preserve

Proposal by Angie Merrill





# What is a Little Free Library?



A Little Free Library is a “take a book, share a book” free book exchange, open to the entire community.

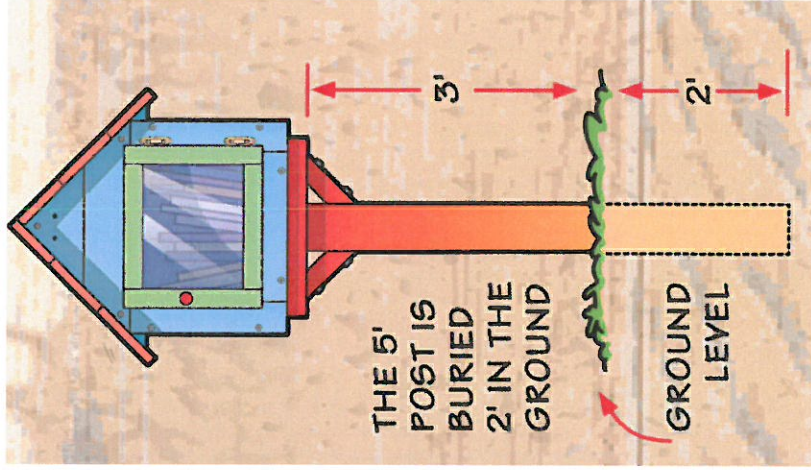
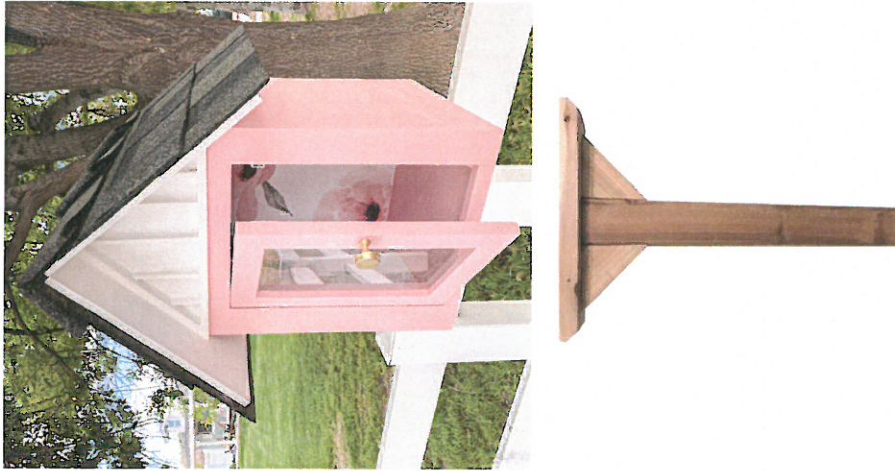




# Why LFL and Horse Hill Preserve?



# Suggested build plan



- Estimated dimensions:
  - House: 14" w x 23.5" (from base to top of roof)
  - Total height of above ground post & house: just under 5'



# Main materials

- Plywood for main house (potential 3/4" Douglas Fir)
- Pine for trim boards
- Pressure-treated for post
- Shingles
- Exterior paint
- Plexiglass for window



# Suggested site location

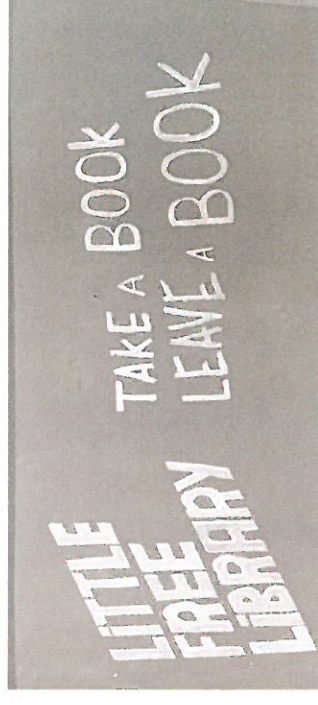




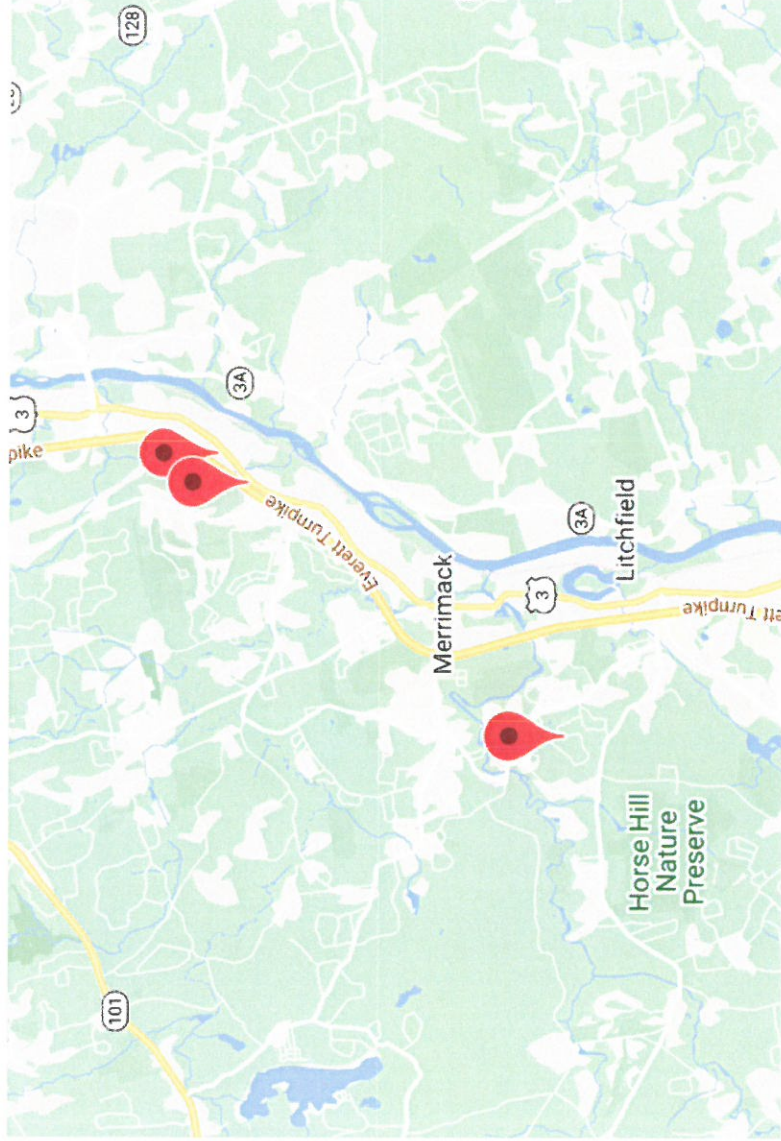
# Maintaining the LFL



- Potential nature-themed type of books when launched
- Checking in every 4-6 weeks
  - More frequently at the beginning
- Community outreach
  - Facebook
  - Merrimack Library
  - Bookmarks, notes, etc at the LFL
  - Potential email address setup for the LFL
- LittleFreeLibrary.org
- Continue evaluating to ensure success



# Other LFL in Merrimack



- 3 at personal residences (listed on map)
- Kids Cove (not registered through LFL)



Questions?



**Thank you!**

