

Southeast Land Trust of New Hampshire  
**BRCF Management Committee Meeting**

October 20, 2021

**6:00 pm – 8:00 pm**

**Zoom Video Meeting**

Join Zoom Meeting:

<https://us02web.zoom.us/j/83121045371?pwd=ajc2MzlnNQIN4VzNVeGNuMFpiRTdBZz09>

Meeting ID: 831 2104 5371

Passcode: 940489

- 1) Welcome (5 min)
- 2) Approval of September 2021 minutes (5 min)
- 3) Updates (20 min)
  - a) MMRG
  - b) Powder Mill Snowmobile Club
  - c) Action Items (see 9/2021 minutes)
  - d) 2021 budget update (see enclosed)
- 4) Historical signs feedback from Cathy O (10 min)
- 5) Horses (20 min)
  - a) Feedback from October 18<sup>th</sup> ride
  - b) Discussion
- 6) 2022 work (25 min)
  - a) Work Plan (enclosed)
  - b) Budget (enclosed)
- 7) Cabin Area - Begin discussion on potential uses (25 min)
- 8) Other business (10 min)
- 9) Next meeting TBD – March 2022

**Birch Ridge Community Forest  
Management Committee Meeting – 3<sup>rd</sup> Meeting**

20 September 2021  
6:00 - 8:30pm, Zoom video

Draft Minutes

**Participants:** Charlie Bridges (Chair), Debbie Goard (SELT), and Parker Shuermann (SELT) Lee Alexander, Lorrie Drake, Mike Gelinas, Brad Helfer, Matt Murphy, Emma Tutein, Dennis Thorell, and Russ Weldon.

Public listening: Cathy Orlowicz and Lew Shelly

**1. Welcome**

Charlie Bridges welcomed the participants.

**2. Approval of 13 April 2021 minutes**

Accepted with one minor change.

**3. Updates**

a. MMRG

Charlie briefly described some current activities.

b. Past events that have occurred

Debbie provided a brief overview.

c. Powder Mill Snowmobile Club (PP slides #3 & #4)

Mike Gelinas gave a brief update. The proposed Camp Pride trail was submitted to the State of NH, and the application has been accepted. Estimated cost is ~\$40K. There will be a need for an archaeological assessment. This could be done sometime this fall or next spring. Mike, Lew and Parker will determine the exact route later in October.

Mike raised a need to investigate re-routing a trail from Webster Rd. (class VI) that would access the Young & Stell parcel while avoiding a beaver impoundment.

Action: A trail re-route needs a site review and a proposal should be submitted to the Trails Working Group (TWG) for evaluation and recommendation.

d. Status of 2021 trail work (PP slide #5)

Debbie provided a brief update on trail work on Rattlesnake trail link to Corridor 22 and showed a map depicting the current network.

Lion's Camp Pride Trail

Action: Lew and Mike need to perform a walk (last week Oct?). After a recommended route is determined, an archaeological review (Native American sites?) needs to be performed.

e. Trails Working Group (PP slide #6)

Lew mentioned the need for ongoing trail maintenance work (e.g., trail up to Mt. Elenore. Lee mentioned the need for frequent mowing on Scenic Loop and Accessible trail (to the Cabin) during the summer months.

Russ suggested that views should be opened and maintained on the Camp Pride trail.

Action: The TWG needs a coordinator.

Action: A group interested in maintaining the hiking trails needs to be established.

f. Mowing at cabin

Mike explained where brush-hog mowing is not possible in all areas due to the stumps that were left over from last years clearing ops. Charlie stated that the desire is to be able to mow down to the stone wall. Debbie mentioned that NRCS funding can be used for some areas. It was also agreed that keeping the grass cut low around the Cabin would be useful.

Action: A maintenance schedule for mowing around the cabin needs to be developed.

g. Stell & Young parcel management planning

Debbie explained that the same basic process will be used as that for the BRCF Management Plan. The goals will remain the same. Jon Martin has a forest inventory underway and will draft the forestry section. Lew will evaluate trail potential. Lee & Charlie will draft the wildlife habitat section. Target date for completion is April 2022.

Action: Prepare a preliminary draft Management Plan by end of 2021 for MC review. To be submitted to USFS in April 2022.

h. NRCS funding received (PP slide #7)

Debbie reported that “we got funded” (\$293K). Charlie asked about staff involvement.

Focus will be on Forest MU-1. Beech control and TSI will be key activities. Restoring the former blueberry barren area on Birch Ridge is also a focus. Other funds will be for road improvement throughout the MU and on Corridor 22 in coordination with PMSC. Charlie suggested that a field trip/meeting should be held to plan for next year. Brad commented that the initial focus on birch Ridge should be a hiking trail, and then wait to see if there is interest in mountain biking.

Action: Parker and Jon to complete planning for NRCS funded projects, and initiate practices.

#### 4. **Planned work remaining for 2021**

a. Birch Ridge trail

Lew briefly explained about a workshop that is being planned. The logging skid path is now dense beech saplings. Mike asked about reestablishing a snowmobile trail part of the way up Birch Ridge, as previously decided. He also mentioned there are differences between hiking and biking trails– especially in terms of steepness. For biking, it may be difficult on the south end. It was recommended that this was something that the Trail WG should evaluate.

b. Upcoming Events

Lorrie mentioned a Foliage walk on 8 October by SELT), and a Hawk Watch on 25 September organized by MMRG.

#### 5. **Historical signs requested by Cathy Orlowicz** (Slide #10 - #12)

Cathy showed some of the types of signs she suggested be installed (e.g., Smith’s Pastures). The signs would include some brief history (e.g., historical location for social gatherings). Historically, Smith Pastures was a site for family reunions.

She also showed examples of signs for the two small family graveyards (e.g., free standing signs). Mike suggested constructing a viewing platform with a sign pointing out Mt. Washington and other visible mountain peaks. Both Matt and Lee were quite keen about doing this.

Cathy and Debbie also mentioned that this site is important to indigenous tribes as well. This may be something that will be investigated during the archaeological survey.

Cathy also mentioned signs related to “usage etiquette.” Lorrie pointed out that QR codes are increasingly used to gain information about a site.

Action: Cathy to provide cost estimates and alternative options for signage.

## 6. Horses

### a. Recommended Equestrian Trails (Slide #14)

Debbie explained the equestrian trails that designated as “recommended.” This includes Corridor 22 and Rattlesnake connector, and the Lake Trail. The parking lot on MM Lake Rd. should be OK for horse trailers. Mike asked about the Scenic Loop trail. Russ pointed out this trail was reworked and there are no wet sites. This will be further discussed at the next Management Committee meeting.

Russ and Mike suggested that horseback riders be asked to “test ride” the recommended trails and give back some feedback. This would also include the Scenic Loop. Matt suggested that GPS coordinates be obtained about specific sites. Charlie asked for Lorrie and Russ to coordinate. Ideally, feedback could be discussed at the 20 Oct meeting. There was further discussion about number of riders and seasons that people may be riding. SELT is working on a policy on equestrian use on their properties. Trail riding should be addressed in the next version of the BRCF Management Plan.

Action: Parker will make arrangements for some riders to “test ride” these trails and provide feedback.

### b. Timeline for allowed use of trails

Russ suggested that a sign be installed at the beginning of the class VI section of Birch Hill Rd advising that horse trailers should not be using this road or the parking lot. The Town of New Durham should be consulted on this matter.

It was agreed that 15 May – 15 Nov would be the open season for horseback riding.

Action: The gate at the MM Lake Rd parking lot needs to be modified to allow for horse access. Horse access through other gates on the BRCF needs to be decided and gates modified to allow passage.

## 7. Begin to think about 2022 work

### a. Trails work

- i) Accessible trail – the path to be identified by Lew (and others) in Fall 2021
- ii) Reroute from Lions Camp Pride – Mike and Lew to evaluate during Oct-Nov 2021
- iii) Access points/connections from South Shore Rd. – Parker to evaluate/recommend

### b. NRCS funded work (Slide #15 & 16)

Debbie explained the scope of the work plan/budgeting for 2022.

Action: Debbie to develop a draft work plan and budget for 2022, to present at the 20 Oct MC meeting.

### c. Stell & Young (Slide #17)

Mike briefly described a possible alternate re-route to bypass the beaver pond on Mountain Pasture Rd. Charlie suggested that the Trails WG should investigate.

Cathy mentioned that there are two family graveyards on the Stell property that she needs to access as well.

Action: Charlie suggested a site visit is needed to evaluate.

### d. Events

Action: SELT to develop a list of known upcoming events.

e. Cabin (Slide #25)

Charlie and Debbie suggested there should be more planning on how to use the Cabin (e.g., events and allowed vs. desired uses). Mention was made on having porta-potty on site. Charlie suggested that this be further addressed at the next Management Committee meeting.

Action: MC members were asked to provide recommendations on uses of the Cabin area at the next MC meeting. In particular a policy for appropriate uses, prior permission required, authorized events, etc.

**8. Other business**

a. A plan for the accessible trail should be prepared.

b. Charlie asked Debbie how is Parker's time allocated? Staff time allocation is done by SELT depending on overall needs. But, the Management Committee Comm can provide input and time request.

c. Cross-country ski trail (Slide #18)

Mike and other New Durham residents are anxious to see this occur this coming winter. Instead, Debbie prefers that grooming just occur on the footpath and the open areas near the Cabin. And, that no additional trail work construction occurs this year.

d. Russ pointed the need for an overall maintenance plan for existing trails.

e. Russ mentioned that the current gates are a problem for emergency access by Town Police and Fire Department. Debbie agreed that this is a problem and should be resolved.

f. Lew wants to reach out to Brad on bike trails.

g. Charlie asked Lew about the status of potential trails on the Stell – Young.

h. Russ mentioned that Steve Edwards would like to know more about the budget for annual road maintenance.

i. Matt mentioned that it will be difficult to snowplow the coarse gravel in the MM Lake Rd. parking lot. Some additional, smaller dense grade gravel is needed to top dress the surface

**9. Next meeting October 20th (6-8pm, likely by Zoom)**

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## MEMORANDUM

To: BRCF Management Committee  
From: Deborah Goard, SELT Stewardship Director  
Date: October 14, 2021  
RE: 2021 Budget update

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Attached to this memo is the 2021 budget to actual for the BRCF which we will review at our October 20<sup>th</sup> meeting. As it's the first time most committee members have seen the budget presented in this way, we'll take the time to go over what is presented, discuss where we are to date with funds available and remaining work/costs through the end of the year, and to answer any questions.

# Southeast Land Trust of New Hampshire

## Budget vs. Actuals: 2021 - FY21 P&L Classes

January - December 2021

	BRCF	
	Actual	Budget
<b>Revenue</b>		
<b>Total Revenue</b>		
<b>Gross Profit</b>	\$ 0.00	\$ 0.00
<b>Expenditures</b>		
<b>5400 Occupancy</b>		
<b>5440 Property Taxes</b>	831.00	
<b>Total 5400 Occupancy</b>	\$ 831.00	\$ 0.00
<b>5500 Maintenance</b>		
<b>5532 Mowing &amp; Brush Hogging</b>	450.00	450.00
<b>5538 Road Maintenance</b>		3,000.00
<b>Total 5500 Maintenance</b>	\$ 450.00	\$ 3,450.00
<b>Total Expenditures</b>	\$ 1,281.00	\$ 3,450.00
<b>Net Operating Revenue</b>	-\$ 1,281.00	-\$ 3,450.00
<b>Other Revenue</b>		
<b>8000 Special Projects Income</b>		
<b>8100 Private</b>		
<b>8115 Private Cash (Header)</b>		
<b>8117 Special Project Donations</b>	77.00	
<b>8119 Reimbursed - Private</b>	5,400.00	
<b>Total 8115 Private Cash (Header)</b>	\$ 5,477.00	\$ 0.00
<b>Total 8100 Private</b>	\$ 5,477.00	\$ 0.00
<b>8200 Public Sources</b>		
<b>8300 Federal Funding</b>		
<b>8334 NRCS EQIP (Env Qual Incent Pro)</b>	293,671.00	53,790.00
<b>Total 8300 Federal Funding</b>	\$ 293,671.00	\$ 53,790.00
<b>8400 State Funding</b>		
<b>8432 NHDES Aquatic Resources Mitig</b>	0.00	
<b>Total 8400 State Funding</b>	\$ 0.00	\$ 0.00
<b>Total 8200 Public Sources</b>	\$ 293,671.00	\$ 53,790.00
<b>Total 8000 Special Projects Income</b>	\$ 299,148.00	\$ 53,790.00
<b>Total Other Revenue</b>	\$ 299,148.00	\$ 53,790.00
<b>Other Expenditures</b>		
<b>9000 Special Projects Expenses</b>		
<b>9400 Project Management</b>		
<b>9410 Professional Services</b>		
<b>9412 Archaeological Services</b>	688.30	7,000.00
<b>9413 Wetland Scientist</b>		900.00
<b>9414 Forester</b>		13,500.00
<b>9416 Trail Consultant</b>		4,720.00
<b>Total 9410 Professional Services</b>	\$ 688.30	\$ 26,120.00
<b>Total 9400 Project Management</b>	\$ 688.30	\$ 26,120.00

**9600 Stewardship****9610 Wildlife and Forest Improvement**

9612 Timber Stand Improvement (TSI) 7,340.00

9618 Early Successional Habitat 14,000.00

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**Total 9610 Wildlife and Forest Improvement \$ 0.00 \$ 21,340.00**

**9650 Trails and Public Access**

9652 Parking, Grading and Earthwork 30,000.00

9654 Trail Construction 19,654.66 15,000.00

9658 Property & Kiosk Signage 845.07 4,700.00

9659 Land Management Services 3,500.00

9660 Lumber and Hardware 27.60 7,000.00

9664 Gates & Bridges etc 2,537.50 7,800.00

9668 Other Miscellaneous 25.00 400.00

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**Total 9650 Trails and Public Access \$ 23,089.83 \$ 68,400.00**

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**Total 9600 Stewardship \$ 23,089.83 \$ 89,740.00**

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**Total 9000 Special Projects Expenses \$ 23,778.13 \$ 115,860.00**

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**Total Other Expenditures \$ 23,778.13 \$ 115,860.00**

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**Net Other Revenue \$ 275,369.87 -\$ 62,070.00**

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**Net Revenue \$ 274,088.87 -\$ 65,520.00**

Thursday, Oct 14, 2021 07:42:26 PM GMT-7 - Accrual Basis



# Birch Ridge Community Forest

## Draft Work Plan 2022

10/14/2021

Below is the proposed work plan for 2022 at the Birch Ridge Community Forest. The work plan is driven by the Goals, Objectives & Strategies outlined in the 2020 BRCF Management Plan. The draft budget, found after the work plan provides additional details in the planned work.

### General

Finalize update to Management Plan for Stell & Young addition  
Place boundary signs along boundary where they are still needed  
SELT staff conducts required annual monitoring visit as required of all fee-owned land  
MMRG conducts required annual conservation easement monitoring visit

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### Property Access and Infrastructure

#### *Identify additional public access to the BRCF – Objective IV*

Finalize the design for the All Access Trail and explore funding opportunities for installation (Strategy 1)

Explore/determine access point from South Shore Road and determine a timeline for installation (Strategy 2)

#### *Evaluate the cabin and need for other public amenities – Objective V*

Determine appropriate public and management uses for the cabin that are consistent with community needs, SELT's programmatic needs, SELT policies and funding sources (Strategy 1)

Assess the current condition of the cabin to support desired uses (Strategy 2)

Determine the need and approach for providing sanitary facilities (Strategy 3)

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### Recreation and Public Uses

#### *Finish any needed work on Birch Ridge loop – Objective 1*

#### *Determine locations and use of additional trails – Objective 2*

Finalize the design for the All Access Trail and explore funding opportunities for installation (Strategy 1)

#### *Maintain cooperative working relationship with Powder Mill Snowmobile club – Objective IV*

Assess post-winter trail conditions with club and identify annual work (Strategy 1)

Evaluate status of temporary trails and determine necessary adjustments (Strategy 2)

Review agreement (to be in place for winter 2021/2022 with Club governing use and responsibilities (Strategy 3)

*Provide information to the public on recreation at the BRCF – Objective V*

Update trail maps to reflect current trails (Strategy 1)

Installation of trail junction signs (Strategy 1)

Place trail blazes along public recreational trails (Strategy 1)

Create formal trail guide for paper and mobile use (Strategy 1)

Update kiosk panels and other relevant information in kiosks (Strategy 2)

Install kiosk at Brienne Road entrance (Strategy 2)

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## **Education and Outreach**

*Education and Outreach by core partners – Objective I*

4-6 programs annually conducted by SELT and MMRG (Strategy 1)

Formalize Outreach working group to:

- Assemble list of potential partnering organizations (Strategy 1)
- Determine efficient and cost-effective approaches to engaging partners (Strategy 2)

*Determine policies and procedures for group activities – Objective IV*

Review policies and procedures that apply to other SELT properties (Strategy 1)

Management Committee recommends a course of action to SELT (Strategy 2)

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## **Scenic Views**

*Identify locations to establish and maintain scenic views along trails – Objective II*

Maintain/create scenic views in conjunction with forestry and wildlife habitat work (Strategy 2)

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## **Forest Management**

*Begin to restore the former blueberry field area – Objective III*

Remove standing trees/shrubs by mechanical means (Strategy 2)

*Determine prescription and carry out silvicultural treatments to improve stocking quality – Objective IV*

Remove undesirable tree species such as beech through mechanical means to improve stocking quality of desired tree species and create early successional habitat patches in MU 1 (Strategy 1)

*Manage and monitor condition of log landings – Objective VI*

Inventory landings that need to be reseeded in future years (Strategy 1)

Mow landings periodically to maintain herbaceous conditions (Strategy 2)

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## **Wildlife Habitat**

*Maintain old-field habitat down-slope from the cabin = Objective I*

Mow to keep open after September to protect ground nesting birds

*Begin to restore the former blueberry field area – Objective II*

Remove standing trees/shrubs by mechanical means (Strategy 2)

*Manage and monitor condition of log landings – Objective III*

Inventory landings that need to be reseeded in future years (Strategy 1)

Mow landings periodically to maintain herbaceous conditions (Strategy 2)

*Determine wildlife management recommendations for MU 1 – Objective IV*

Incorporate wildlife management recommendations to be performed with forest silvicultural work (Strategy 2)

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## **Water Quality**

*Assess water quality and habitat conditions of perennial streams – Objective II*

Support the existing water quality monitoring occurring on the BRCF (Strategy 1 & 2)

*Identify stream crossings and culvert locations requiring repair or improvement – Objective III*

Assess existing infrastructure such as culverts and water bars (Strategy 1)

Maintain infrastructure such as swales and ditches (Strategy 2)

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## **Climate Change Mitigation**

*Seek opportunities to achieve connectivity to other conserved forest lands within the region to facilitate plant and animal dispersal and movement – Objective I*

## Birch Ridge Community Forest 2022 Budget

Activity/Code	Expense	Comments	Source of Funds		
			SELT	Short-term Capitol Funds	NRCS-EQIP
5210 · Printing & copying	\$30	2 pages @ \$0.30/ page - 100 trail guides	\$30		
8600 · Property Taxes	\$1,700	based on assumed cost of \$1662 in 2021	\$1,700		
5531 · Building Maintenance	\$500	Chimney Repair	\$500		
5532 · Mowing & Brush Hogging	\$400	1.5 hrs/month May-Oct around cabin = 9 hrs @ \$45/hr = \$400.	\$400		
	\$675	trails \$45 per/hour 10 miles or trails, in and out (10 wide ) \$450; large landing by cabin if doing while mowing trail 5 hours \$ 225	\$675		
	\$315	mow cabin 7 hours both side of stone wall \$315;	\$315		
5533 · Snowplowing	\$375	assume 5 storms @ \$75 each for Merrymeeting Road parking lot	\$375		
5538 · Road Maintenance	\$21,120	EQIP access road contract item 1a;			\$21,120
	\$3,000	Maintenance of Birch Hill Road;	\$3,000		
9412 - Archaeological Services	\$2,000	Phase 1B survey	\$2,000		
9416 - Trail Consultant	*	<i>possible costs for All Access Trail</i>			
9418 - Graphic Designer	\$175	Cathy - map design	\$175		
9445 - Printing	\$320	4 temporary trail maps for kiosks @ \$80 each	\$240	\$80	
9612 · Timber Stand Improvement	\$11,247	NRCS contract item 6a			\$11,247
9618 · Early Succession Habitat	\$44,849	NRCS contract item 3a and 4a			\$44,849
	\$48,120	NRCS contract item 5a	\$25,600		\$22,520
9652 · Parking, Grading and Earthwork	*	<i>possible costs for All Access Trail</i>			
9654 · Trail Construction	\$4,000	assume carry over to finish birch ridge trail if it doesn't get finished in 2021 - need to update at end of October. How to integrate all access trail in this?	\$4,000		
9658 · Signs, Kiosk Panels	\$799	Assumes 1 a panel (225), 1 b panel (250) and shipping (\$24) for the Brienne Rd entrance.; estimate of 10 signs for trail intersections @ \$30 each includes shipping on Stell/Young		\$799	
	\$1,642	estimate of 45 signs for trail intersections @ \$30 each includes shipping on original BRCF	\$1,642		
9659 · Land Management Services	\$800	gate installation at Brienne Rd		\$800	
	*	installation of All Access Trail			
9660 · Lumber and Harware	\$360	18 sign posts @ \$20 each on original BRCF	\$360		
	\$1,580	Kiosk materials for Brienne Rd; 4 sign posts @ \$20 each on Stell/Young		\$1,580	
	*	<i>possible costs for All Access Trail</i>			
9662 · Gravel, Rock and Other Material	*	<i>possible costs for All Access Trail</i>			
9664 · Gates, Bridges etc	\$1,200	Gate at Brienne Rd		\$1,200	
9668 · Other Miscellaneous					
Total expenses	\$145,207		\$41,012	\$4,459	\$99,736

\* Costs for All Access trail should be known by end of 2021/early 2022 - costs to be covered by fundraising

Note: Budget expenses do not include staff time which 2021 YTD is just over 10 weeks

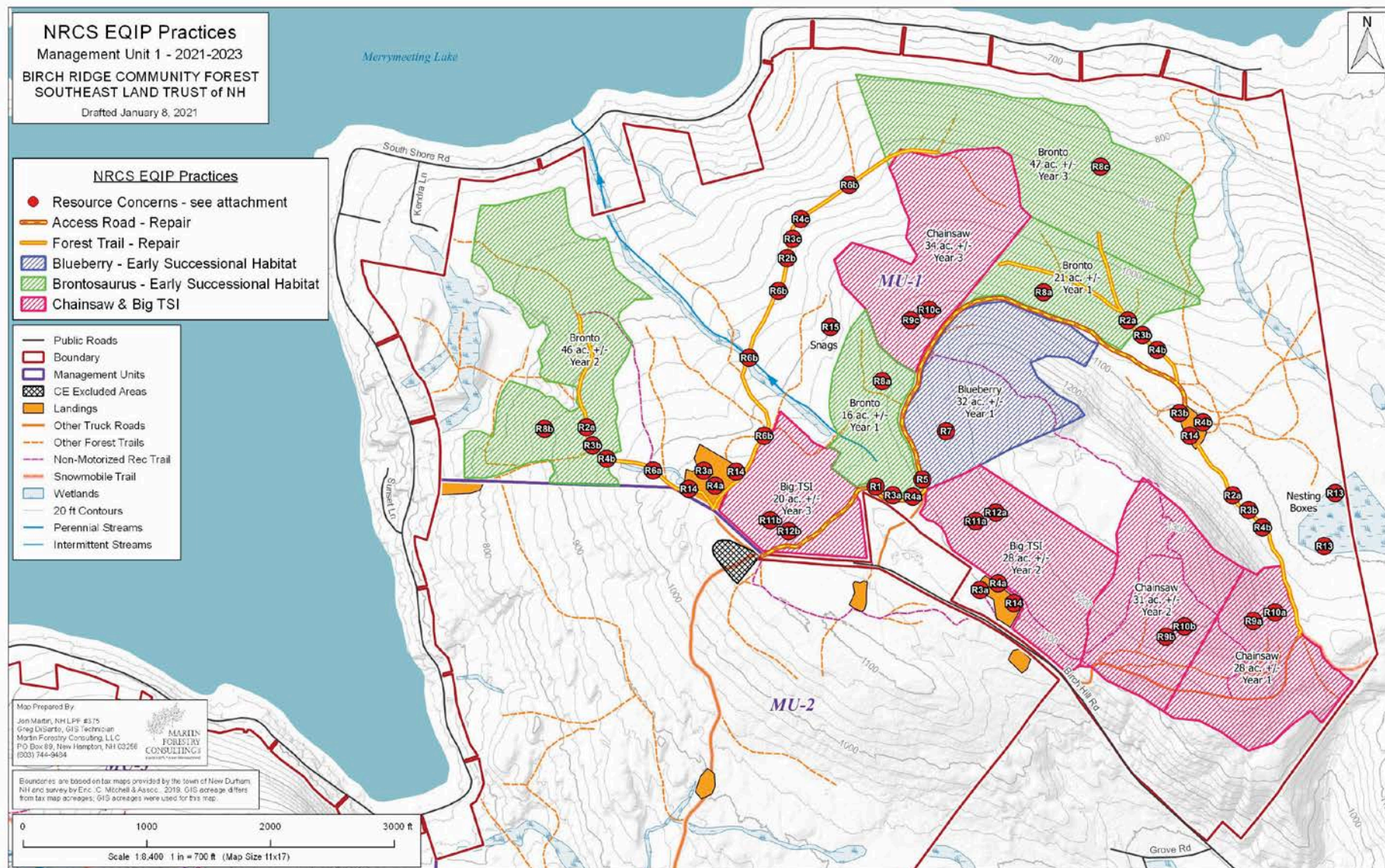


Figure 1: BRCF NRCS 2021-2023 EQIP MU-1