CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	First Floor Conference Room, City Hall, 288 Central Ave.
Meeting Date:	**Monday December 8 2025**
Meeting Time:	**5:30 pm**

MEMBERS PRESENT: Bill Hunt (Chair), Steve Fellows (Vice Chair), Robert Atwood (Secretary), Russ Warnock
Absent (Excused): Brianna Group (Alternate), Kristen Murphy, Abigail Lyon, Brendan Mulhall (Alternate)
Absent (Unexcused):
STAFF PRESENT: Makayla Edgecomb (Conservation Planner)
OTHERS PRESENT:

1. CALL TO ORDER AND ROLL CALL
The meeting was convened at 5:30 PM.

2. CITIZEN'S FORUM
A letter received was read into the record by a Commission member. The topic was the high school athletic field project and the authors' dissatisfaction with the final decision that was made which does not reflect advice from the Conservation Commission.

The Chair noted the Commission is advisory and has no authoritative recourse. M. Edgecomb will forward the concerns to the Planning Director to confirm any Planning Board approvals and conditions were adhered to.

3. APPROVAL OF THE PRIOR MEETING MINUTES – November 10, 2025
S. Fellows moved to approve the minutes of November 10, 2025. R. Warnock seconded.
Vote: 3 in favor and 1 abstention

4. OLD BUSINESS
M. Edgecomb is checking with the Planning Director about signage on he Smith Well lot.

5. NEW BUSINESS

A. City of Dover Conditional Use Permit for 914 Central Avenue, LLC, Assessor's Map 38, Lot 20, zoned Commercial, located at 914 Central Ave. Proposal is to redevelop the site and construct a childcare facility, resulting in an approximate 1% increase in impervious surface area from existing conditions, for a total of about 45% impervious coverage within the Secondary Groundwater Protection District. (COND-2025-0023) *[This item was previously heard by the Conservation Commission on November 10, 2025.]*

Michael Menary, CivilWorks represented the item. At the last meeting the Commission was looking to receive some additional information before making a recommendation for the project. Mr. Menary and Sean Graham, Insight Development reviewed the information about the site and what is proposed. They addressed synthetic turf details provided, drainage and infiltration inches per hour, and proposed impervious percentage of 45%.

S. Fellows moved to endorse the updated application as presented. R. Atwood seconded. Vote: U/A

B. City of Dover Conditional Use Permit for 16 Industrial Park, LLC, Assessor's Map G Lot 4, zoned Commercial Manufacturing (CM), located at 14 Industrial Park Road. Proposal is to construct a new warehouse building, and an addition to the existing building with extended paved areas resulting in a total impact of approximately 6,073 square feet of wetland buffer impacts. (COND-2025-0026)

Jase Gregoire, CivilWorks presented the item. He described the existing site, the proposal, the impacts to the wetland buffer, and the details and options discussed at two TRC meetings. He addressed impervious surfaces and drainage.

He answered a clarifying question from the members relating to retention basin within the buffer area.

As the treatment and infiltration will be improved on site and with the railroad tracks abutting, these are not high value wetlands, the members were in favor of the project.

S. Fellows moved to endorse the application as presented. R. Atwood seconded. Vote: U/A

6. REPORT FROM THE CHAIR

A. Review of Correspondence Received from NH Department of Environmental Services
None

7. OTHER BUSINESS

A. Update from Forest Management Subcommittee
Did not meet with Director of Community Services as planned- he was preparing for an incoming snowstorm.

Tree Replanting Grant update: Zoom call this Friday with M. Edgecomb. CIP voting Wednesday on the proposal. If the grant application is successful, that determines the plan for how to use the funds from CIP. If the grant does not come through, those funds may be requested from the Conservation Commission Fund to develop a plan.

B. Handbook and By Laws
Any feedback should go to M. Edgecomb as soon as possible. The goal is to finalize and post the handbook by the end of December. Some feedback was discussed. Workshops for new people and/or refreshers and updates can be given as needed.

C. Elections Next Month
Discussion about terms ending and process to renew.

K. Murphy is stepping down to an alternate position due to her full schedule right now and suggested to possibly have B. Group move up to a full member. M. Edgecomb will check in with both members and then speak to the City Clerk.

Land Use Meet and Greet will be Tuesday January 13th 5:30-7pm.

8. ADJOURNMENT

S. Fellows moved to adjourn at 6:10pm. R. Atwood seconded. Vote: U/A