



TOWN OF DURHAM  
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Durham Trustees of Trust Funds Meeting  
8:30 AM, Friday, May 24, 2024  
Council Chambers, Town Hall  
8 Newmarket Road, Durham, NH

### **MINUTES (DRAFT)**

Members Present: Ted Howard (Chair), Thomas Bebbington (via Zoom), Alberto Manalo, and Victor Sosa (Alternate Trustee)

Members Absent: None

Others Present: Sara Callaghan, Land Stewardship Coordinator, Darrell Ford, Town Councilor

- I. Call to Order: Chair Howard, with Mr. Manalo and Mr. Sosa present, called the meeting to order at 8:31 a.m. Mr. Sosa was appointed in place of Mr. Bebbington until the time he joined the meeting. Mr. Bebbington joined the meeting via Zoom at 8:32 a.m.
- II. Public Input : No member of the public offered comments at 9:00 am.
- III. Approval of Agenda: There were no amendments to the agenda. The agenda was approved.
- IV. Approval of Minutes: The minutes of the meeting on April 19, 2024, were approved.
- V. Old Business:
  - A. Update on Doe Farm/Land Stewardship Sub-Committee (LSSC):

LSSC: Chair Howard and Ms. Callaghan reported that after an update on the Portsmouth water valve project at Wagon Hill, the LSSC meeting of 8 May 2024 focused largely on alternative designs and costs of wet area crossings at the Long Marsh property. Less expensive alternatives envision hemlock boards on wood sills as a short-term solution, while elevated walkways with additional engineering and costs offer long-term solutions. The committee discussed the use of pressure-treated versus untreated wood. EPA and state regulations do not prohibit pressure-treated wood in contact with water. While such wood would last longer, there is still some risk of chemical contamination. There is some concern that highly engineered crossings would attract additional recreationists to an area with little parking capacity. Discussion and additional cost information will continue at the June meeting.

DOE FARM: Chair Howard also reported that following his discussion with our consultant, Charles Moreno, on the management plan as reported at the 19 April trustees' meeting, he had a Zoom meeting with Kyle Pimental of the Strafford Regional Planning Commission concerning its grant to expand the Doe Farm management plan to include consideration of climate change and resilience. Mr. Pimental indicated that the deliverable would be the management plan itself, and that he was not looking for a management plan template. Chair Howard indicated that the expanded plan would likely include a separate section that addressed the climate change/resilience points in Ali Kosiba's recent Northern Woodlands article. Mr. Pimental agreed to that approach.

Ms. Callaghan also reported that, with support from Chair Howard, she prepared and submitted a grant proposal to the Lamprey River Advisory Committee (LRAC) to fund the standard part of the forest management plan for the Doe Farm. The application was approved on 21 May 2024. The grants from the Strafford Regional Planning Commission and the Lamprey River Advisory Committee should leave some money in the Doe Farm budget that can then be used for plan implementation.

Ms. Callaghan also brought up the work on invasive plants at Doe Farm. The Trustees allocated funds only for the application for herbicide treatment. The Durham Conservation Commission agreed to pay for the cost of doing the foliar spray. She also would like to re-evaluate the effectiveness of the town's invasive work and she believes the management planning process will be helpful in that regard. The effects of the herbicidal treatment on the Lamprey River should be considered.

Ms. Callaghan also said that she had received reports about people camping at Doe Farm despite the town prohibiting the activity. Only the Boy Scouts have been permitted to use the property and they had set up infrastructure for camping at the site. Ms. Callaghan has determined that the Boy Scouts have not used the property in the past few years. She would like to talk to the Boy Scouts to see if the infrastructure can be removed to minimize illegal camping. She also pointed out the need for new signage saying no camping allowed.

Ms. Callaghan also talked about the idea or interpretation that Doe Farm must be managed as a farm. She read the will deeding the farm to the town and could not arrive at the same interpretation. She found that the will only specifically mentions that the family cemetery on the property should be maintained. Chair Howard said that he will talk with former Trustees Chair Mike Everngam to find out the history behind that interpretation.

Chair Howard mentioned that he hopes the Doe Farm management plan will help the Trustees determine the long-term costs of buckthorn control and what the alternatives are.

Ms. Callaghan also reported on the Milne Nature Sanctuary which the Trustees are responsible for. Ms. Callaghan said that she had a leadership class out at the Sanctuary; they laid down mulch on the trails, and removed weeds, picked up trash, and removed graffiti from the benches. She said that she would like to do some more planting there but at this point she would like to reassess the management plan for the site before making any funding request.

C. Update on Cemetery Committee:

Mr. Bebbington reported that, as usual, spring is a busy time for the cemetery. There were no new sales over the last month but there were four burials: two full-body and two cremated. The Boy Scouts have placed veterans' flags in the cemetery. Mr. Bebbington had asked Town Administrator Todd Selig to write in the Friday Updates about the Boy Scouts' work and thank them.

Mr. Bebbington also talked about the fence in the cemetery that was damaged by a falling tree during the snowstorm on April 4, 2024. He sent an email to the management of The Cottages last week but has not received a response yet. He will contact them again in the coming week, and if he does not hear back from them, he will consult Mr. Selig to get the management's attention. Repairing that fence is their responsibility.

VI. New Business:

A. Dorothy Wilcox Trust

Chair Howard had some discussion with two people from the Dorothy Wilcox Trust, but it turned out that they could not attend today's Trustees meeting, so the Trustees will delay talking about this matter. He said that they have emailed him expressing interest in solar lighting and he told them that installation of such lighting is a matter for the Department of Public Works. The Trustees will determine if the requested work falls within the conditions specified in the trust, and if there are sufficient funds in the trust to pay for the project.

B. Expenditure Requests

There are no new expenditure requests. At the last meeting, the Trustees approved the request from the Durham Fire Marshal for money from the Fire Department Injury Prevention (FDIP) Trust to purchase Stop the Bleed Kits. The Trustees will sign at the end of today's meeting the paperwork authorizing the expenditure of those funds.

C. Working List of Goals for 2024-25

Mr. Bebbington said that the goals look fine, but he would like to include goals specific to the Cemetery Committee. He volunteered to draft those goals. The Trustees agreed to

postpone the discussion of the goals to a time when the ones directly related to the cemetery are ready.

D. Monthly MS-9 Reports

As mentioned at the last meeting, in November 2023, in one of the accounts managed by the Trustees, money was withdrawn from the principal instead of the income. The state noticed the error in the MS-9 and MS-10 reports submitted to them. Cambridge Trust has corrected the error and the updated MS-9 and MS-10 reports have been submitted to the state. After we hear back from the state, Cambridge Trust will update the MS-9 and MS-10 monthly reports for all last year and this year.

E. Reports or Issues Brought Forward by the Trustees

There were no reports or issues raised by the Trustees. The Trustees agreed to appoint Mr. Sosa in place of Mr. Bebbington to sign the paperwork releasing the funds for purchasing Stop the Bleed kits.

E. Other

Councilor Darrell Ford asked Mr. Bebbington if he has plans for a Cemetery Committee meeting. Mr. Bebbington said he has no plans for a meeting right away because there is nothing that needs to be voted on.

VII. Adjourn

The meeting was adjourned at 9:16 a.m.

Next Regular Meeting: June 21, 2024 at 8:30 a.m.

Approved:

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Theodore E. Howard, Chair

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Date