

**TOWN OF WOLFEBORO
CONSERVATION COMMISSION
September 15, 2018
MINUTES**

Members Present: Dan Coons, Chairman, Brian Gifford, Art Slocum, Members, Warren Muir, Bob Pierpont, Alternates.

Members Absent: Lenore Clark, Vice-Chairman, Dave Senecal, Selectmen's Representative, Ed Roundy, Jeff Marchand, Members, Sarah Silk, Alternate.

Staff Absent: Lee Ann Hendrickson, Administrative Secretary.

Chairman Coons opened the meeting at 9:30 AM at Fernald Station.

Chairman Coons appointed Warren Muir, Alternate, to sit in for Jeff Marchand, Member and appointed Bob Pierpont, Alternate to sit in for Ed Roundy, Member.

I. Discussion Items

a. Willey Brook

The Commission walked the east side of Willey Brook and the Cotton Valley Rail Trail (CVRT). The Commission encountered a number of mountain bikers utilizing the trails this morning. The Commission discussed a proposal from Andrew Lester, Bella Terra Trail Design, to design and construction of one mile of single track trail and 100' of bridging over sensitive areas on the Wiley Brook Conservation Land located abutting the CVRT during the 2018 fall and winter season, see attached proposal.

It was moved by Art Slocum and seconded by Brian Gifford to contract Bella Terra Trail Design to construct one mile of trail on the west side of Willey Brook. All members voted in favor. The motion passed.

It was moved by Brian Gifford and seconded by Art Slocum to contract Bella Terra Trail Design to construct a bridge across Willey Brook at the location noted in the contract. All members voted in favor. The motion passed.

II. Other Business

None.

It was moved by Warren Muir and seconded by Art Slocum to adjourn the September 15, 2018 Conservation Commission meeting. All members voted in favor. The motion passed.

Respectfully Submitted,

Lee Ann Hendrickson

Lee Ann Hendrickson

***Minutes based on notes submitted by Dan Coons*

**AGREEMENT BETWEEN
BELLA TERRA TRAIL DESIGN
AND
WOLFEBORO CONSERVATION COMMISSION**

This agreement is made and entered into by and between **Bella Terra Trail Design, PO Box 355, Wolfeboro, NH 03894** and **Wolfeboro Conservation Commission, PO Box 629, Wolfeboro, NH 03894**.

BACKGROUND

Bella Terra Trail Design (BTDD) is an independently owned LLC that provides consultation, design, and the construction of a variety of multi-purpose trail systems, dirt jumps, pump tracks, and skills centers for private and commercial use.

SCOPE OF SERVICES

It is mutually agreed by the parties that **BTDD** and **Wolfeboro Conservation Commission** shall cooperate in design and construction of one mile of single track trail and 100' of bridging over sensitive areas on the Wiley Brook Conservation Land located abutting the CVRT during the 2018 fall and winter season as further described in this agreement.

1. BTDD agrees:

- a. To design and construct one mile of single track and 100' of bridge on the west side of the 55 acre Wiley Brook Conservation Land located [on Route 109](#) adjacent to Fernald Station in Wolfeboro, NH.
- b. Design shall include the mapping and flagging of proposed trails.
- c. Construction shall include the clearing of the pathway by the removal of branches, brush, tress, saplings, and vegetative layer and the compression of existing material to provide a defined pathway for use by pedestrians, mountain bikes and other applicable modes. Also to be included is the removal of timber slash along with the surrounding areas not to exceed six feet to each side of the center line of the constructed single track.
- d. Access through wetland areas will be accomplished by the installation of low lying wooden bridges that will be constructed on site with the use of indigenous and imported materials. These will vary in width and skill level to provide a challenging progression.
- e. Completed trails will be of a variety of single track to include, but not limit to, compacted sections, loose forest floor, rocks, bumps, rollers, wooden bridges, rock gardens, and timber framed features not exceeding 24 inches in height. All trails and features shall be constructed using safe and sustainable trail building methods and will be completed using both mechanical means as well as hand built techniques.

- f. **BTDD** agrees to manage all aspects of the project including employees, volunteers, and other outside agencies that may assist.
- g. Trail key and mapping of trail system to be shown at trail head at a designated entrance off the CVT and designed and constructed by **BTDD**.

2. The Wolfeboro Conservation Commission agrees:

- a. To pay **BTDD** \$2,500.00 for the design and mapping of one mile of single track trail on Wiley Brook Conservation Land.
- b. To pay **BTDD** \$10,000.00 upon the completion of the one mile total of trail.
- c. To pay **BTDD** for item (a.) and (b.) above following agreement by the managing member of **BTDD** and the **Wolfeboro Conservation Commission** that the appropriate portion of the contract is complete. Invoice will need to be submitted to the Conservation Commission prior to payment being issued.
- d. If required by federal, state, municipal or local subdivision law or regulations, to arrange for all permits, licenses, approvals and other administrative or governmental clearances necessary regarding the administration of the project.
- e. To pay for materials needed for the direct trail construction. Total cost of materials is estimated not to exceed \$1500.00

OTHER CONDITIONS

- a. Invoices: Invoicing will be done by **BTDD** upon the completion of the one mile of single track. Any monies owed for materials purchased through **Wolfeboro Conservation Commission** will be reimbursed at the time incurred with proof of purchase provided. **BTDD** reserves the right to solicit donations for the Wiley Brook Conservation Trail project to be made directly to the **Wolfeboro Conservation Commission**. Any equipment and or materials donated may be used by **BTDD** for the duration of the project and on any further construction and/or maintenance or on other contracts awarded to **BTDD**. Monetary and or hard good donations will be acknowledged and receipted by the **Wolfeboro Conservation Commission**.
- b. Insurance: **BTDD** shall maintain a General Commercial Liability Insurance of no less than \$1,000,000 per occurrence for bodily injury and property damage, subject to the usual and customary policy conditions. The Wolfeboro Conservation Commission may be named as an additional insured to the extent its interest may appear.
- c. Term: This agreement shall become effective upon the date it is signed by both parties and shall remain in effect during the period of performance specified for this project.
- d. Project Coordinators: The project coordinators of this agreement are:
 - i. **For the Wolfeboro Conservation Commission: Daniel Coons, Chairman**
PO Box 629, Wolfeboro, NH 03894
Phone: (603) 520-8533 Email: trailrnr@yahoo.com

ii. For Bella Terra Trail Design: Andrew Lester
Owner, operator, manager
PO Box 355, Wolfeboro, NH 03894
Phone: (603) 630-6716 Email: Andrew@bellaterratraildesign.com

The Parties hereto have caused this agreement to be executed by their duly authorized officers on the dates set forth below.

BELLA TERRA TRAIL DESIGN

**WOLFEBORO
CONSERVATION COMMISSION**

By:

By:

Name:

Name:

Title:

Title:

Date:

Date: