

**Town of Bristol
Conservation Commission
Wednesday, December 4, 2013
Meeting Minutes**

Call to order: 7:05 PM - Commission Members Present: Mason Westfall, Janet Cote, Maureen McGuire and Sandra Heaney.

Minutes: Minutes of October 2, 2013 were approved.

Correspondence Review:

Planning Board, Zoning Board, Capital Improvements Committee and Historic District Commission agendas were received and reviewed for any upcoming projects or decisions that would warrant input or correspondence from the Conservation Commission.

Zoning Board Variance 13VAR04 Approval: 16 Mt. Celo Rd. –Map/Lot 108/010 To build a deck within front setback for a minimal increase of total lot coverage. Conditioned Approval given on 12/3/2013 subject to minimal setback encroachment no further than the footing to the right of the entry door and subject to a revised plan being received showing correct measurements of deck and setback.

New Hampshire Wetlands Bureau – 10/29/2013 Inter - Department Communication regarding NH DOT Permit (PBN 28355) notification to conduct bridge maintenance at NH Rte. 3A over Pike Brook.

New Business:

2014 Budget: The Commission discussed the 2014 budget and need for secretary. The Commission opted to seek to hire a secretary as all other committees of the Town have. Janet was asked to look to Historic District Committee budget for comparison for proposed budget as their meeting schedule would be similar to the Conservation Commission. Janet would then give an updated budget proposal to Select Board for consideration.

Catterall Easement: The annual monitoring of the Catterall Easement was discussed and members hoped to set a date before snows to walk the property and complete the annual report. The chair will contact Dr. Carlson to set date to conduct the monitoring and call commissioners with date and time. It was suggested that Carroll Brown should be included as he has the most experience with monitoring with Mason having to pass on doing this right now.

Old Business:

Plankey Spring: As follow-up to Fall testing, shutdown, cleaning and re-opening of the Spring, the Commission discussed Kiosk plexi-glass repair, caution signs regarding containers, hands, hoses and other devices touching the outflow pipe and annual testing schedule, patrolling, etc. The Commission was very thankful for the assistance of the Water/Sewer and Highway Department with the cleaning process and felled tree work done. Sandra offered to measure sign and Maureen offered to submit measurements to Freudenberg to see if they could donate a stronger plexi-glass piece.

Wetlands Ordinance Update: Commission was still looking for guidance for updating the ordinance with language for any construction within setbacks, whether new, expansion, or additions be subject to approval. Sandra suggested rather than waiting for PB, ZB or Administrator to assist and clarify, the Commission might go straight to Municipal Association attorneys for language clarification and possible new language. Janet indicate she would talk with Michael and Denice again to ascertain the deadline issues for changes and options for update.

Next Meeting: The next regular meeting of the Commission would have been January 1, 2014 so it was decided that rather than re-schedule to new date, January would be skipped unless warranted by activity, permit applications, or requests received. The next regularly scheduled meeting is February 5, 2014.

Meeting adjourned 8:05 PM