

**Conservation Commission
October 5, 2016
Meeting Minutes**

Call to order: 7:00 PM

Members Present: Janet Cote, Sandra Heaney, and Richard Batchelder.

Minutes Review and Approval: Richard Batchelder moved to approve the September 21, 2016 minutes as corrected, seconded Sandra Heaney. The Commission voted to approve the minutes by a 3-0 vote.

Correspondence Review: Info Requests, Wetlands Permits, Planning Board, Zoning Board, etc.

A letter was received from DES regarding File #2016-02099, Croll Properties LLC. DES reviewed the Standard Dredge and Fill application and determined that more information is needed to clarify and complete the application. A complete response from the applicant is due by November 29, 2016.

The notes from the Meeting with Counsel for the Public NH Conservation Commissions were received and discussed.

New Business:

Old Business:

Northern Pass Wetlands Valuation and Testimony: At the last meeting, the Commission voted to move forward with a function and value report. Mrs. Cote informed the Commission that she has contact information with other towns. Mrs. Cote emailed Elise Lawson regarding the Function and Value report. Mrs. Cote will try to obtain more quotes regarding this. Sandra Heaney suggested that Fraggie Rock should be contacted for a quote as they did a good job for the Dollar General project. The wetlands ordinance will be sent in with the assessment to town counsel.

Sandra Heaney made a motion to authorize the Chair of the Commission to make the decision to contract work for the Function and Value assessment. The Commission voted 3-0 in favor of the motion.

2017 Budget: Mrs. Cote informed the Commission that she received the budget format from Cassandra Pearce, town finance officer. Town Administrator Nik Coates suggested that the secretary wage lines be left in the budget. Mr. Coates also suggested that more funds be added into the Consulting services line to use for Northern Pass or a wetlands scientist. Mrs. Cote commented that this wouldn't be a bad idea if the Commission moves forward with a warrant article for the Plankey Spring. Sandra Heaney commented that \$1,000 should be put in both the Legal services and Professional services lines. Mrs. Cote suggested leaving the Secretary position budgeted for 4 hours per month. The Commission agreed to increase the Professional Services

line to \$2,000 and Legal Services will be kept at \$200. The budget will be submitted to the Finance Officer.

M. Westfall Memorial Plaque: Janet Cote suggested that the Commission move forward with a plaque and use money in the Materials and Supplies budget line. Sandra Heaney commented that she will get cost estimate once the wording is determined as this will dictate the size of the plaque. The Commission will meet at the Plankey Spring to determine where the plaque will be mounted. Mrs. Cote suggested that more money be place in the Materials and Supplies budget line to cover the cost. The Commission agreed to increase this budget line to \$500 for 2017.

Work Session: Efforts will continue to purge and organize files.

Next Meeting Logistics: Next scheduled meeting November 2, 2016 if needed.

Individual Tasks Assignments:

Adjournment: Ms. Heaney made a motion to adjourn, seconded by Mr. Batchelder. The motion was approved 3-0 and the meeting adjourned at 7:58pm.

Respectfully submitted,
Wendy Costigan