

## CONSERVATION COMMISSION MINUTES

June 2, 2021

**APPROVED:** 8/4/21

**AGENDA:** WETLAND PERMIT: Eric & Rebecca Herr, 8 Hector Lane, #104-117  
WORKSHOP: Bylaws, Brochure, Meeting Schedules

**ATTENDING:** Carroll Brown (Chair), Janet Cote (Vice Chair), Jason Moore, Karen Bemis ( via Zoom), Bonnie MacGillivray-Blout (via Zoom)

**ABSENT:** Richard Batchelder

**OTHER:** Christina Goodwin (Land Use Manager)

Mr. Brown called the meeting to order at 7:00 pm and read the regulations for Zoom meetings. The meeting is open to the members and the public, in-person, Zoom and by phone. The meeting opened with a quorum by roll call vote 5-0.

### **MINUTES OF MAY 5, 2021**

Mr. Brown corrected the spelling of his first name. K. Bemis made a motion, second by J. Cote, to approve the minutes as amended. The motion carried via roll call vote 4-0-1.

### **WETLANDS PERMIT: Eric and Rebecca Herr, 8 Hector Lane, #104-117**

Mr. Brown explained that it was a simple case of restoring sand to the beach (75' x 10' = 750 sq. ft.) and, in the interest of time, he signed the application when it was received. The Department of Environmental Services (NHDES) gives the Commission 10 days with a total of 25 days for the whole process. Mr. Brown will send copies of the information he has found on applications and timing to the Commission members. Ms. Goodwin stated that the Town Clerk/Tax Collector is now giving the cases to her as they are received, and she then contacts the Chair and determines if it needs to come before the Commission at a meeting. Mrs. Cote felt that that made sense on simple issues but cases of dredging, etc. should come to the Commission in a meeting. Mr. Brown felt that the applications he signs do not need to be placed on the agenda. However, Mrs. Cote felt that those applications should be mentioned in the minutes. Mr. Brown added that Shoreland applications would be different.

The Commission then talked about moorings which often get placed in front of someone's beach. Mr. Brown mentioned that he has asked about training for the Commission but has not heard back yet.

### **FINAL REVIEW OF BYLAWS:**

Ms. Goodwin went over the changes suggested by the Town Attorney. It was noted that, some of the formatting should be corrected and Ms. Goodwin will make those changes.

J. Cote made a MOTION, second by K. Bemis, to ADOPT THE BYLAWS AS AMENDED. The motion CARRIED by roll call vote 5-0. The final copy will be signed when the update is made.

### **DRAFT BROCHURE:**

Ms. Goodwin stated that the format and photos will be changed a bit and there has been an offer for Cade Overton, who will be taking over as Media Manager, to take any photos that the Commission would like to see in the brochure. A discussion followed regarding photos: the Spring, an aerial view of the

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### **DRAFT BROCHURE continued:**

downtown, the river at Millstream Park, wetlands with wildflowers, Profile Falls, or Newfound Lake. Ms. MacGillivray-Blout showed a photo that she had of the Lake with some of the shore and a tree in it. She will e-mail it to Ms. Goodwin. Mrs. Cote stated that she had some she could e-mail as well. Mr. Brown stated that the photos should be of the Spring's plaque, Millstream Park, and Ms. MacGillivray-Blout's photo. Mrs. Cote thought that some of our resources should be mentioned, such as NHDES, Pemi River Local Advisory Committee (PRLAC), volunteers, etc. Also, the NH Association of Conservation Commissions. Mr. Brown asked the Commission to read the contents and we shall give additional recommendations at the next meeting.

### **PROPOSED DEADLINES FOR 2021 MEEING SCHEDULE:**

Ms. Goodwin showed a list of proposed filing deadlines and meeting dates. A discussion followed in which Special Use permits from the Planning Board, etc. could cause the deadline to change due to the required 30-day delay in the Zoning Ordinance. Ms. Goodwin explained that the Planning Board meets on the 2<sup>nd</sup> Wednesday of the month for hearings and 4<sup>th</sup> Wednesday of the month for workshops. Special Use Permits are allowed in the second meeting because of the timeframes required. Mrs. Cote mentioned that the Commission does not always meet in the summer; the schedule is not set in stone. It was felt that a disclaimer could be added to the list to allow for the Land Use Manager to approve additions to the agenda after the deadline date.

### **OTHER:**

Ms. Goodwin explained that, as of June 12, the Commission must have a quorum (four-4) present in the meeting room for a meeting to be held. In addition, the phone connection will be eliminated, but the Zoom option will continue. All members of the Commission and the public, who have not been vaccinated, must wear a mask.

Ms. Goodwin will be on vacation from 7/7 to 7/13 so she would like to cancel the July meeting if there are no pressing matters. The new hires will not have experience enough by then to run the meeting. Mrs. Cote added that she will be on vacation as well from 6/29 to 7/11. Ms. Goodwin said that Denice DeStefano will be the acting Manager, but she is returning from vacation on 6/30 and may not have enough time to get up to speed. The Commission agreed.

Mr. Brown asked about the 5-acre parcel that was for sale. Ms. Goodwin called the owners to remind them that the parcel has substantial wetlands and has not been subdivided but has not heard back.

Mr. Brown asked about the property in Camelot Acres that filled in the wetland and was told that they have been issued a Notice of Violation.

Mr. Brown stated that he has not tested the Spring yet as he has been sick. Ms. MacGillivray-Blout asked to accompany him when he goes next week. Ms. Goodwin would like to set a quarterly schedule for this and said that any questions regarding the Spring are to be sent to her so she can notify the proper people.

Mr. Brown brought up the setback discrepancy for septic versus wetlands and felt that the Commission needs to continue to work on. Mrs. Cote felt that we need to get some basic information to back up whatever we decide should be the proper setback. NHDES says 50 feet from a wetland and the Town has it set at 125 feet. Mrs. Cote volunteered to do some research. Ms. Goodwin explained that any changes to the Zoning Ordinance must be submitted to the Planning Board by fall as they have to hold public

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hearings by January for the ballot. It was thought that the Commission would be okay to work on this project in August and/or September.

**COMMUNICATIONS:** None.

**NEXT MEETING:** August 4, 2021, at 6:00 p.m.

With no other business before the Commission, J. Cote made a motion, second by C. Brown, to adjourn at 8:25 p.m. The motion carried by roll call vote 5-0.

Respectfully submitted,  
Jan Laferriere  
Land Use Associate