

# CONSERVATION COMMISSION MEETING MINUTES

## MEETING MINUTES

October 11, 2017

Minutes were recorded and a Summary transcribed by Laura Nash, Commission Secretary. Revisions to these minutes are noted by ***bold/italic*** type.

**Call to Order:** Joe Deighan called the meeting to order at 7:02 PM.

**Roll Call:** Chairman, Joe Deighan, Ralph Buchanan, Tim Otterbach, **and** James Dolan.

**Absent:** Marie McConarty and Lorey Pendarvis

**Minutes:** The CC reviewed the minutes of September 13, 2017. Dolan asked about the Pat Jones stationary cards. Deighan and Buchanan explained Pat Jones created some paintings that Jean Hanson copied onto stationary cards with the proceeds going to the Conservation Commission.

A **Motion** by Dolan to accept the minutes of September 13, 2017 Meeting Minutes. Otterbach seconded. No discussion. A unanimous vote was taken.

### **Financial:**

- Checking Balance \$ 3,392.06 after reconciliation of account.
- Money Market - \$ 58,935.22 reviewed.

Buchanan questioned the status of the Sumner Brook Fish Hatchery and the repairs the Board of Selectmen (BOS) were planning. Deighan has not heard from the BOS but will follow up for the next meeting.

- Budget & Revenue Reports: September 2017 was reviewed and used to determine the 2018 proposed budget.

Since there were two guest that arrived the secretary suggested addressing the guest before moving into budget discussion. Chairman Deighan agreed and acknowledge the arrival of Mr. & Mrs. Mark McConkey.

### **Other Attendees:**

Mark McConkey presented with two additional Expedited Wetlands Permit applications.

- **File # 2017** – Raymond D. Richards, 100 Leavitt Rd. – Tax Map: 34 Lot: 52. Has applied for an Expedited Wetland Permit to replace an existing retaining wall with segmented blocks. All work shall be performed completely in the dry (during drawdown) and shall result in no change in height, length, location, or configuration. Mark McConkey has authorization to represent. The CC reviewed the plans.

A **Motion** by Buchanan that the Conservation Commission has no concerns or exceptions to approve the Expedited Wetlands Permit. Otterbach seconded. No further discussion. A unanimous vote was taken.

- **File # 2017** – Eric Pare, 68 Leavitt Rd. – Tax Map: 34 Lot: 31. Has applied for an Expedited Wetland Permit to replace in kind an existing retaining wall by refacing the wall with a product that encapsulates the wood and adds an aggregate of concrete. The concrete is cut and color stained in a stone shape pattern to give the facade of a stone wall. All work shall be performed completely in the dry (during drawdown) and shall result in no change in height, length,

location, or configuration. Mark McConkey has authorization to represent. The CC reviewed the plans.

A **Motion** by Buchanan that the Conservation Commission has no concerns or exceptions to approve the Expedited Wetlands Permit. Otterbach seconded. No further discussion. A unanimous vote was taken.

- **File # 2017 – 3045** – Robert & Julie Richards, 16 Old Broad Bay Rd. 1 – Tax Map: 35 Lot: 13. Has applied for an Expedited Wetland Permit to replace an existing lower retaining wall with segmented rock. All work shall be performed completely in the dry (during drawdown) and shall result in no change in height, length, location, or configuration. Dale McConkey has authorization to represent. The CC reviewed the plans.

A **Motion** by Buchanan that the Conservation Commission has no concerns or exceptions to approve the Expedited Wetlands Permit. Otterbach seconded. No further discussion. A unanimous vote was taken.

Deighan inquired if, McConkey was on the schedule for tonight or did he just show up. The secretary replied the first two applications were not on the schedule. Deighan polled the commission members stating in the future, if anyone presents to a meeting with business that has not been scheduled through the secretary, should go through proper channels.

- 2018 Budget Review Schedule:

<b>2018 BUDGET WORKSHEET- CONSERVATION</b>		to 8/31/2017	
	2017 Adopted	2017 YTD	2018
Description	Budget	Transactions	Dept. Request
CONSERVATION - SEC WAGES	\$2,200.00	\$1,998.75	\$4,500.00
CONSERVATION – FICA - <i>Estimated</i>	\$137.00	\$123.94	\$137.00
CONSERVATION – MEDICARE - <i>Estimated</i>	\$32.00	\$28.97	\$32.00
CONSERVATION - TELEPHONE	\$550.00	\$320.20	\$550.00
CONSERVATION - SUPPLIES & EQUI	\$100.00	\$2.76	\$100.00
CONSERVATION - REFERENCE MATERIAL	\$50.00		\$50.00
CONSERVATION - WATERQUAL TESTG	\$2,400.00		\$2,400.00
CONSERVATION - DUES & WORKSHOP	\$1,100.00	\$433.00	\$1,100.00
CONSERVATION - COMPUTER/SOFTWARE	\$0.00	\$0.00	
	\$6,569.00	\$2,907.62	\$8,869.00

Deighan asked for discussion. After discussion and calculating, the Commission proposed increasing secretary’s wages to \$4,500.00 to allow hours to start revising all the backlog of records, procedures and files. FICA to \$137.00, Medicare to \$32.00, (pending actual figures from Finance Administrator), Telephone at \$550.00, Supplies & Equipment to \$100.00, Reference Material to \$50.00, Water Quality Testing at \$2,400.00, and Dues & Workshops to \$ 1,100.00 for a total of \$8,869.00.

A **Motion** by Buchanan to submit the 2018 proposed budget at \$8,869.00 plus the additional cost for FICA and Medicare. Dolan seconded. No further discussion. A unanimous vote was taken.

- Pat Jones Stationary Cards - \$18.00 received from sales of cards.

A **Motion** by Dolan to accept the donation and deposit it into the Money Market account. Buchanan seconded. No further discussion. A unanimous vote was taken.

**New Business:**

- Scenic Overlook: Otterbach wrote up the description for scope of work to be done. The CC discussed and noted changes. Otterbach to email secretary with changes and Deighan to email photo pdf to include in letter to the BOS requesting an RFP.

### **Old Business:**

- Tamworth property: Otterbach submitted a written description of the site walk. Otterbach wants to do another site walk with Richard Gerard.
- Sawyer & Nichols Rd: Otterbach visited the area on Sawyer Road and reports it's still wet, especially with the rain we've had of late. Otterbach suggested waiting either until the ground freezes or early spring.

### **DES Notices:**

The members reviewed and discussed.

- **Wetlands Permit Notification:**
  - **File # 2017-02847** \_ Graham Thomas Jensen, 70 Deer Cove Rd. Tax Map: 44 Lot: 67 – dock - Case file returned to applicant from NHDES for missing minimum elements required to begin technical review - Town tax map.
  - **File # 2017- 02389** – NHDES received and has granted a “Wetlands Minimum Impact Forestry Notification” form for work in Ossipee, for Tax Map: 39 Lot: 1, Map: 41 Lot: 17 and Map: 209 Lot: 2 on Pine Hill Rd. Owner is Stephen Eisenhaure; to cut 30 acres of 400 acres by Larry Bolstridge. Anticipated start date is 09/01/2017. Taxes exempt and no cemetery on property.
  - **File # 2017 – 3045** – Robert & Julie Richards, 16 Old Broad Bay Rd. 1 – Tax Map: 35 Lot: 13. Applied for Wetland permit to replace an existing retaining wall and all work shall be performed completely in the dry (during drawdown) and shall result in no change in height, length, location, or configuration. Dale McConkey has authorization to represent.

### **Intent to Cut: (for informational awareness only)**

The members were supplied with a copy of the Intent to Cut Notice. The Deighan read each notice and there was no discussion.

- Tax Map: 261 Lot: 12 (Supplemental Cut) on Granite Rd. Owner is William R. Conner, Trustee for Maplehurst Farm Trust; to cut 20 acres of 36 acres by Mark Dubel, anticipated start date is 09/15/2017. Taxes are paid and (1) Cemetery.
- Tax Map: 279 Lot: 20 (Original Cut) on Brown's Ridge Rd. Owner is Donald Hayward; to cut 12 acres of 15 acres by Harold Cook of Greenleaf Products, Inc., anticipated start date is Winter 2017. Taxes are paid and No Cemetery.
- Tax Map: 259 Lot: 19 (Original Cut) on John Hodgdon Rd. Owner is Donald Hayward; to cut 30 acres of 49 acres by Harold Cook of Greenleaf Products, Inc., anticipated start date is Winter 2017. Taxes are paid and No Cemetery.
- Tax Map: 274 Lot: 12 & 009, Tax Map: 266 Lot: 007 (Original Cut) on John Hodgdon Rd. Owner is Donald Hayward; to cut 100 acres of 1475 acres by Harold Cook of Greenleaf Products, Inc., anticipated start date is Winter 2017. Taxes are paid and No Cemetery
- Tax Map: 057 Lot: 002 (Supplemental Cut) on Chapel Rd. Owner is David & Winifred Mitchell; to cut ?? acres of 38.950 acres by Perley Ryder, anticipated cut date is ???.

- Tax Map: 248 Lot: 21 & 22 (Original Cut) on Effingham Rd. Owner is Robert & Cheryl Zimmerman; to cut 9 acres of 11.2 acres by Harold Cook of Greenleaf Products, Inc., anticipated start date is Fall 2017.
- Tax Map: 260 Lot: 17, Tax Map: 265 Lots: 20, 21, & 22 (Supplemental Cut) on Granite Rd. Owner is James & Brenda Linehan; to cut 100 acres of 130 acres by Marc Greaney of Western Maine Timberlands, Inc., anticipated start date: still working.
- Tax Map: 056 Lot: 6000 (Original Cut) on Ossipee Mtn. Ridge Rd. Owner is Patrick & Colleen Shannon; to cut 15 acres of 29.5 acres by Perley Ryder, anticipated cut date is 10/10/2017. Taxes are paid and No Cemetery.

**Informational Newsletters:**

- NH Forest Protection Bureau: letter of notice of new Forest Ranger
- GMCG: The Watershed News
- NH Association of Conservation Commissions: Annual Conference being held Nov. 4, 2017.

**Other business:**

- Trail Signage: Otterbach drew up a design and present to the Commission for input. Since a couple of members were absent, the secretary will mail the design to them for next meeting.
- Otterbach announced Corey Lane from Green Mountain Conservation Group is leaving to pursue other adventures.
- Otterbach informed the members per conversation with Rick Morgan, Chairman of the Board of Selectmen. Morgan is unaware of any plans for a parking area on Annie Nichols Rd. Otterbach would like this brought back onto the agenda.

**Adjourn:**

**Motion** made by Otterbach, seconded by Buchanan, to adjourn the meeting.

**All voted in favor, motion passed.**

The meeting ended at 8:26 PM.

**Next meeting date: Wednesday, November 8, 2017**

**Minutes approved by majority vote of the Commission on \_\_\_\_\_**

**Date**

\_\_\_\_\_  
**Joe Deighan, Chairman**

**or**

\_\_\_\_\_  
**Marie McConarty, Vice Chairperson**  
*(In the absence of the Chairman)*