

Meeting Minutes

1. Call to Order and Roll Call: Karen Ayers called the meeting to order at 6:38 p.m. Present were Karen Ayers (CC Chair), Marietta Garavaglia (CC Administrative Assistant), regular members Tracy Healey-Beattie, Nancy Roka, Robert Wiener, alternate member Larry Smith and Selectmen's Representative Shawn Hanson. David Gandt and Greg Smart were absent. N. Roka made a motion that L. Smith be appointed a voting member for the meeting; T. Healey-Beattie seconded and the motion passed. J. Wilson (from the public) joined the meeting at 6:45.

2. Review and Approve Minutes: The minutes from the July 12th meeting were approved with one addition (include T. Healy-Beattie's recommendation that the Commission seek additional bids for the Marsh Lane Preserve Extension survey work). Motion to approve: T. Healey-Beattie; seconded: N.Roka. Abstentions: L. Smith. The motion passed.

3. Administrative/Financial Issues: the Commission discussed anticipated capital expenditure (as requested by the CIP Committee) and parcels of interest, concluding that it was difficult to predict specific opportunities at this time; consequently, R. Wiener made the following motion: To project an annual CIP projection of \$400,000 for real-estate acquisition (reduced from \$500,000) for 2008 through 2010. The motion was seconded by N. Roka and passed unanimously.

Reimbursement of Expenses:

- N. Roka made a motion to reimburse M. Garavaglia for her deposit of \$800 on production of the Tonry conservation easement signs; it was seconded by R. Wiener and passed unanimously.
- K. Ayers submitted the first invoice from SELT for costs relating to the Tonry conservation easement. L. Smith moved to approve payment of \$51,279.17 to SELT to cover fees and expenses incurred in establishing the conservation easement, in accordance with prior agreement with the BOS. R. Wiener seconded the motion; there were four in favor and one abstention. The motion passed.
- L. Smith made a motion to reimburse K. Ayers \$16 for copies of plans pertaining to the Kopka property; T. Healey-Beattie seconded the motion and it passed unanimously.

L. Smith suggested that a system of "petty cash" be established for reimbursing expenditures of \$25 and under. M. Garavaglia will discuss with E. Small.

4. Reconstruction of Old Stage Road Bridge: J. Wilson provided the following input regarding this project which she has been pursuing:

- The deterioration appears to be mainly cosmetic and people continue to use the bridge despite the "closed" signs posted in 2002; basically, the bridge is very sound.
- Federal funding of \$1 million dollars is available to the State every October for projects such as restoration of the bridge through the National Scenic Byways Program Funds. Towns are required to provide a 20% match, but this may be "in kind". Hampton has monies resulting from the State's mitigation of the E-Z Pass project which they have earmarked for this project.
- J. Wilson has asked E. Small to have the Town's insurance carrier establish minimal (safety) requirements for the bridge. In addition, she has asked an engineer from Massachusetts (who specializes in this work) to survey the bridge and provide his assessment. This will occur in September.

The Commission had the following comments:

- T. Healey-Beattie asked whether this would include equestrian traffic; K. Ayers agreed that this should be considered.
- T. Healey-Beattie thought that this endeavor might be of interest to the Historical Society; she will review with them.
- Theresa Walker (from the RPC) might be available to assist with the grant application for this project. M. Garavaglia will coordinate with Theresa.

J. Wilson will be invited to attend the next CC meeting of September 13th at 7:15 p.m.

5. Publicity: N. Roka and K. Ayers have prepared an article for the upcoming **Town newsletter** covering the Tonry conservation easement and explaining easements in general. Recommendations for minor revisions were made, along with the suggestion that we add a caption (“Notes from the Conservation Commission”) and the Commission’s logo. M. Garavaglia will coordinate (w/ S. Hanson’s ‘logo’ help) and forward to L. Ruest by 8/13. With regard to the **Town’s website**, S. Hanson referenced other sites that he had visited (Hillsboro in particular) and volunteered to prepare a main page template for the next meeting.

6. Joint Meeting of PB, BOS, ZBA & CC: K. Ayers asked whether the members were available for this proposed joint meeting scheduled for September 10th at 6:30 p.m. and all agreed that this date was acceptable.

7. Prior/Continuing Business: K. Ayers reported that the Town has been granted an extension (until September 30th) for finalizing the details of the **Marsh Lane Preserve Extension**. Additionally, she requested bids from three other surveyors for work required on Map 9, Lot 9 and reviewed her letter of request to the surveyors and their responses. Based on this information, L. Smith made the following motion: “That the CC recommend to the Selectmen that they accept the bid from Tom Brouillette for survey of the Marsh Lane extension at a cost of \$4,900, which represents the lowest bid.” R. Wiener seconded the motion and it passed unanimously.

- **PB Decision on Tuck Realty Corp. Application (Map 1, Lot 65 & 65-1):** inasmuch as the bio-retention pond has been eliminated and the PB addressed any concerns with well placement, the Commission concluded that there were no issues that required attention.
- **Dilmore Easement:** the Commission will analyze this property (utilizing the matrix) at the September meeting at 6:30 p.m.; Ward Dilmore will be invited to join the Commission at 8:00 p.m. There is a possibility that Mr. Dilmore might be able to reopen a portion of his land to qualify for the FRPP funding (which would require a reappraisal); if so, this might result in two separate easements.
- **Greenhead Fly Traps:** T. Healey-Beattie will provide additional information at the next meeting. It was suggested that it would be ideal if the Commission could obtain the design for an effective trap which a carpenter could build to specification (the problem of storage would still remain, however).

8. New Business: The celebration of the **Tonry conservation easement** is scheduled for August 18th at 10:00 a.m.. All of the CC members were mailed invitations, and are asked to RSVP by August 15th.

N. Roka said that she had discussed **file maintenance for conservation easements** with E. Small and had a copy of the spreadsheet which he used for Town purposes. M. Garavaglia said that she could modify the spreadsheet based on the CC’s requirements; she also suggested that the CC maintain the paper files in the CC meeting room. M. Garavaglia will discuss with E. Small.

9. Action Item List and Miscellaneous Items: N. Roka has not contacted Peter Wagner concerning a conservation easement sign but will do so when her schedule permits.

- T. Healey-Beattie reported that her husband spoke with Tony Archer regarding parking at the Marsh Lane Preserve Extension and that Mr. Archer was receptive to talking with the CC about creating a parking area. R. Wiener suggested that the Commission should still locate an agreement that specifically addresses this a parking area.
- K. Ayers reviewed the revised plans for the Marsh Lane Preserve Extension; it will be unnecessary for R. Wiener and D. Gandt to contact the abutter.
- L. Smith spoke with Todd Wagner about becoming a member of the CC. M. Garavaglia will draft a letter (for K. Ayer’s review) inviting Todd to attend a future meeting.

T. Healey-Beattie moved to adjourn at 8:55 p.m. and N. Roka seconded; unanimous.

Respectfully submitted,
Marietta Garavaglia
CC Administrative Assistant