

HILLSBOROUGH CONSERVATION COMMISSION

June 14, 2012
Official Minutes

Present:

Commissioners: Brett Cherrington, Chair; Linda White, Vice Chair; Richard Head; Terry Yeaton; Rachel Hawkinson; Ann Ford (Alternate)

Staff: John P. Segedy, Recording Secretary

Chair Brett Cherrington called the meeting to order at 7:03 pm.

Ann Ford was appointed to vote in place of Tom Fournier.

Minutes

1. May 24, 2012

Brett Cherrington provided a couple of wording changes.

Linda White moved: *To approve the minutes of May 24, 2012 as presented.* Rachel Hawkinson seconded. Motion passed 5-0-1 (Richard Head abstained).

Correspondence

1. **Account Statement** – \$13.32 interest earned.
2. **Property Owner Access Authorizations** – 4 forms were returned. John Segedy is to scan and forward to Jeffry Littleton.
3. **Moosewood, LLC** – Invoice.
4. **Town of Hillsborough** – Town Office Position Opening.
5. **Intent to Cut** – Concord End Road (M6, L16)

Old Business

1. Natural Resources Inventory (NRI)

Brett Cherrington suggested that it might be time to have Jeffry Littleton back to give an update on his progress. Consensus was in agreement.

Ann Ford asked about the time-line. Discussion ensued during which the estimated dates from the original proposal were read.

Brett Cherrington asked if there had been any progress on the Master Plan Update Committee getting started. John Segedy and Rachel Hawkinson reported that they hadn't heard anything yet.

2. Official Document Review -

There was discussion of the documents being posted on Google.docs for storage & review (not for editing).

- a) Membership Information Sheet – Was passed around for updating.
- b) Guidelines for Conservation Easement Fees – Richard Head provided some

suggested changes. The Commission discussed them.

Richard Head moved *To adopt the revised Guidelines for Conservation Easement Fees.*

Rachel Hawkinson seconded. Motion passed 6-0.

Brett Cherrington will make changes.

- c) Donation of Conservation Easement Guidelines – Brett Cherrington provided written copies with suggested changes. Richard Head also made some suggested changes as well as an additional section. The Commission discussed the suggested changes.

Linda White moved *To adopt the revised Donation of Conservation Easement Guidelines.*

Rachel Hawkinson seconded. Motion passed 6-0.

Brett Cherrington asked John Segedy to make the changes.

d) Digital Records – There was discussion as to whether this should be a requirement as a Policy or just a request. Consensus of the Commission was to keep it as a request. Richard Head and Brett Cherrington each provided copies with similar suggested changes. Consensus of the Commission was to use Brett's with the addition of a Header.

Richard Head moved *To adopt the revised Digital Copies Request Form*.

Ann Ford seconded. Motion passed 6-0.

e) Boundary Marking Standards – No changes were proposed.

f) Checklist – Brett Cherrington provided some written changes. Richard Head agreed to add them and work on the formatting. He will bring it for review to the next meeting.

3. Website Additions

Linda White had previously circulated a list of suggestions which the Commission reviewed:

1. Home Page w/ welcome message
2. Page for the role of a CC (we have this already)
3. List of conservation properties and activities allowed or banned on each
4. Town Trails Page w/ maps
5. Conservation Easement: what it is, how to learn about, organizations to contact, etc.
6. Wetlands: definition, importance, how to protect, etc.
7. Your Backyard: suggestions on how to practice good conservation on one's property; how to create a bird friendly habitat, etc.
8. Invasive Species: concerns about, common invasives, how to address
9. Conservation links
10. Regional trails and sights
11. How to help and/or volunteer

There was discussion of the suggestions and it was noted that some of them are already done. Linda White noted that the list came from a previous time that the website was worked on a number of years ago.

Brett Cherrington asked for volunteers to work on some of the items.

Rachel Hawkinson volunteered to work on #6 – wetlands information.

Linda White said she would work on #7 – 'Your Backyard' as well as National Heritage Information.

Richard Head said he would work on #5 – Conservation Easements

4. Card Property

Linda White said she had contacted the Department of Environmental Services (DES). Jen Drociak, who has taken over for Chris Brisson, is sending out a follow-up letter.

5. Boundary Posting

Rachel Hawkinson reported that she and her husband joined Brett Cherrington, Tom Fournier & Ann Ford last weekend to mark Hillsborough Conservation Commission properties on Beard Road. Terry Yeaton also made an appearance.

Brett Cherrington reported that they had marked the Gleason Falls property perimeter. He said they had also looked at the Knapton parcel where they were able to locate the NW corner of the property, which they marked. There was discussion of needing to get the parcel surveyed.

There was also discussion of needing to order more markers. Brett Cherrington will get the information to do so.

6. Bagley Pond

Ann Ford reported that she had viewed the site. There was discussion of ATV damage near the shore.

7. Hope Thomas

Richard Head reported he had a phone call from Sarah Pillsbury (Five Rivers), who reported they were nearing completion. He said that there had been a lot line glitch, but that it was being addressed.

New Business

1. Kemp Park Committee -

Rachel Hawkinson reported that she was appointed as the Conservation Commission's representative on the Kemp Park Committee. She said that they were going to do some clearing and had asked her opinion about any trees she might want to see preserved. She said that she had noticed a couple of Birch trees that she liked. She thought that if the Commission had any opinion she could pass it along. Brett Cherrington asked Rachel Hawkinson to advise the Kemp Park Committee to be aware of the Shoreland Protection Act's requirements with any cutting they do. Commission members will view the park as they are able and pass along any suggestions through Rachel.

Other Business

1. Property acquisition

Brett Cherrington suggested that due to the limited funds that the Commission has available, and the fact that they are currently having the NRI produced that the Commission should wait until the NRI was completed before making decisions about acquisition of further property interests. Consensus of the Commission was in agreement with him.

Adjournment

Ann Ford moved: *To adjourn.*

Terry Yeaton seconded. Motion passed 6-0 at 9:12 pm.

Respectfully Submitted:

John P. Segedy
Recording Secretary
Approved June 28, 2012