

**TOWN OF TUFTONBORO  
CONSERVATION COMMISSION  
December 17, 2018  
MINUTES**

**Members Present:** Steve Wingate, Chairman, Mike Phelps, Vice-Chairman, Lloyd Wood, Selectman's Representative, Larry Gil, Kate Nesbit, Ray Everest, Mark Howard, Members.

**Staff Absent:** Lee Ann Hendrickson, Administrative Secretary.

Chairman Wingate opened the meeting at 3:05 PM.

**I. Consideration of Minutes  
November 19, 2018**

**Corrections:** Page 2, Moultonborough Bay and Winter Harbor Watershed Plan Committee, line7; change "planed" to "planned"

**It was moved by Ray Everest and seconded by Kate Nesbit to approve the November 17, 2018 Tuftonboro Conservation Commission minutes as amended. All members voted in favor. The motion passed.**

**II. Discussion Items**

**A. Administrative Secretary Vacancy**

Steve Wingate informed the Commission that Lee Ann Hendrickson has resigned therefore, he will be looking for another secretary. He stated he heard the BOS had applicants for part time positions.

Lloyd Wood stated the BOS would provide the names of the applicants to the Chair.

**B. Great Meadow Grant Funding Commitments**

Steve Wingate stated there are requirements that need to be met prior to the Town being reimbursed. He noted the following tasks and expenses associated with such; survey (\$10,000), baseline document report (being done by Rick Van de Poll, \$1,500), Stewardship Plan (being done by Rick Van de Poll, \$500), Environmental Hazard Assessment (\$1,500), stewardship contribution (\$5,000) and closing costs (\$4,000). Referencing the stewardship contribution, he stated the contribution is required however, the estimate of \$5,000 is not a required amount.

Mike Phelps confirmed the Town would pay fees first then get reimbursement. He stated the clerk at the Carroll County Registry of Deeds can perform closings. He asked if the expenses are proposed for the 2019 budget.

Steve Wingate stated he proposes to encumber the remaining 2018 funds to help pay for some of the expenses and request an additional \$4,000 in the 2019 budget. He noted a contribution from the Land Bank in the amount of \$5,000.

**It was moved by Mark Howard and seconded by Kate Nesbit to approve the encumbrance of the Conservation Commission's funds from the 2018 budget, not to exceed \$7,500, for costs associated with the LCHIP and ARM Fund grants for the purchase of Great Meadow properties. All members voted in favor. The motion passed.**

**It was moved by Mark Howard and seconded by Kate Nesbit to increase the 2019 Conservation Commission budget by \$4,000 for associated costs relative to acquisition and monitoring of Great Meadow properties. All members voted in favor. The motion passed.**

**It was moved by Mike Phelps and seconded by Kate Nesbit to accept a gift from the Land Bank of Wolfboro- Tuftonboro, Inc., in the amount of \$5,000 for the purchase of Great Meadow properties and recommend the acceptance of the gift to the BOS. All members voted in favor. The motion passed.**

Mark Howard verified the Commission received two grants.

Steve Wingate stated the Commission received \$72,500 from the ARM Fund and \$78,500 from LCHIP.

Lloyd Wood asked if the Commission would be using a boiler plate for conservation easements.

Steve Wingate replied yes however, language regarding no use of herbicide would be removed. He stated the funding committee wanted the Commission to know how important this project is and commended the Commission's efforts.

**C. Cheney Farm Conservation Easement**

Mike Phelps stated he performed the monitoring inspection of the property and found everything to be ok.

**D. Mirror Lake Protective Association Report**

No report.

**III. NH DES Applications**

**Daniel Donahue**

**40 Barber's Pole Road**

**TM #38-3-13**

New Permit By Notification application to replace four fender pilings. Reviewed by Steve Wingate; no objection.

**James Gammon Jr./#2018-03646**

**Basin Drive**

**TM #51-2-4**

New Standard Dredge & Fill application to install a 50'x6' dock in shallow shore frontage. Assigned to Mark Howard; not yet reviewed.

**IV. Correspondence**

- NHACC Conservation Commission Handbook; purchased for each member of the Commission
- Carroll County Conservation District; Steve Wingate and Ray Everest to attend a meeting
- Information submitted by Fran Laase re: salting of roads and effects on trees
- LCHIP Agreement; Commission requested to sign such committing to the completion of tasks associated with the grants received
- Department of Natural and Cultural Resources, Division of Forest and Lands memo re: NH Cities and Towns at Risk for Oak Wilt Disease

**V. Old Business**

**Moultonborough Bay and Winter Harbor Watershed Plan Committee**

Steve Wingate stated he attended the last meeting; noting the contractor discussed where he would retrieve the data from.

Larry Gil stated 2,200 records have been collected for Mirror Lake and questioned the point in collecting data if it can't be put into models. He stated the Town of Wolfeboro has collected a lot of information for Nineteen Mile Brook and noted the contractor has agreed to look at the information.

**Nineteen Mile Brook Baseline Study**

Lloyd Wood stated the BOS have agreed to and paid for the review of all existing data regarding Nineteen Mile Brook and a report will be submitted mid-January.

**Landfill Testing**

Larry Gil stated there is a septage facility on an abutting property (Carleton property) and noted the file indicates that there were issues with such (violation filed by NHDES of excessive dumping). He stated complaints were filed by the Sargents and the facility was closed in 2006 (operational from 1984 however, permit issued in 1980).

**CIP; Great Meadow Trails**

Steve Wingate stated the CIP Committee recommended the Commission wait five years to do the project because there are so many other project requests.

Lloyd Wood stated since the CIP report was published there have been three significant gifts received.

Mark Howard stated the Tuftonboro Association intends on installing kiosks at the Great Meadow in 2019.

**VI. New Business**

**Conservation Commission Facebook Page**

Ray Everest stated the page consists of feedback from private individuals, Loon Preservation Society and NHDES. He stated he receives analytical data regarding the number of hits.

Steve Wingate recommended posting information/photographs of the Cheney Farm.

**Land Bank**

Steve Wingate stated the Land Bank is currently backing a project with Moose Mountains Regional Greenways.

**Pleasant Mountain**

No report.

**Land Use Change Tax**

Kate Nesbit asked how many items are expected to be on the warrant; expressing concern regarding the passing of the Land Use Change Tax warrant article.

The Commission discussed the warrant article, removal of the cap for the amount received from Land Use Change Tax and strategy related to such; noting the cap is currently \$5,000.

Ray Everest left the meeting.

**It was moved by Mark Howard and seconded by Larry Gil to craft a warrant article for the 2019 Warrant to remove the Land Use Change Tax cap on the amount of funds received by the Conservation Commission. All members voted in favor. The motion passed.**

**Union Wharf Docks**

Lloyd Wood stated the project needs to be done however, there is no paperwork on who owns it. He stated that NHDES is stating that replacing the pilings is considered as adding onto the dock. He noted Jack Parsons is involved and there have been many obstacles.

**VII. Non-Public Session**

N/A

**It was moved by Mark Howard and seconded by Kate Nesbit to adjourn the December 17, 2018 Tuftonboro Conservation Commission meeting. All members voted in favor.**

*There being no further business before the Commission, the meeting adjourned at 4:38 PM.*

Respectfully Submitted,

*Lee Ann Hendrickson*

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