

**TOWN OF TUFTONBORO  
CONSERVATION COMMISSION  
September 18, 2017  
MINUTES**

**Members Present:** Steve Wingate, Chairman, Mike Phelps, Vice-Chairman, Lloyd Wood, Selectman's Representative, Larry Gil, Nancy Byrd, Mark Howard, Members.

**Members Absent:** Nancy Piper, Member, Ray Everest, Alternate.

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

Chairman Wingate opened the meeting at 6:37 PM.

**I. Consideration of Minutes**

**August 21, 2017**

**Correction:** Page 3, BOS Report; strike "Lloyd Wood stated" & replace with "Steve Wingate stated" & change heading to "Parks and Recreation NHDES Application"  
Page 3, VI.; change heading to "Joan Gale Conservation Easement"

**It was moved by Nancy Byrd and seconded by Mark Howard to approve the August 21, 2017 Tuftonboro Conservation Commission minutes as amended. All members voted in favor. The motion passed.**

**August 21, 2017 Nonpublic Minutes**

**It was moved by Lloyd Wood and seconded by Nancy Byrd to table the August 21, 2017 Tuftonboro Conservation Commission Nonpublic minutes. All members voted in favor. The motion passed.**

**September 13, 2017**

**It was moved by Lloyd Wood and seconded by Larry Gil to table the September 13, 2017 Tuftonboro Conservation Commission minutes. All members voted in favor. The motion passed.**

**II. Discussion Items**

**A. 2018 Budget/CIP Submittal**

The Commission reviewed year to date expenditures of the 2017 budget and proposed the following 2018 budget;

- Dues; remain level funded at \$400
- Water Monitoring; remain level funded at \$2,500 (encumber funds if necessary for Rick Van de Poll)
- Publications & Conferences; remain level funded at \$1,400 (encumber funds if necessary for Rick Van de Poll)
- Postage & Supplies; remain level funded at \$500
- Administrative Assistant; to be determined – BOS has approved 1.2% COLA however, has not yet determined/approved the merit increase for employees
- Miscellaneous; remain level funded at \$500
- Acquisitions & Monitoring; increase from \$3,000 to \$5,000 (increase relative to contract services with Rick Van de Poll for grant writing and submittals for land and/or easement acquisitions) (encumber funds if necessary for Rick Van de Poll)

- Envir Study of 19 Mile Brook; increase from \$100 to \$400 (add additional sampling site for testing of CEC (Contaminants of Emerging Concerns – pharmaceuticals and personal care products)
- Mileage & Inspection Expenses; remain level funded at \$500
- Well Water Testing; decrease from \$400 to \$100 (to reflect estimated usage)

The total proposed 2018 budget, not including increase to Administrative Assistant is \$20,298.

**It was moved by Kate Nesbit and seconded by Nancy Byrd to approve the 2018 Budget as noted above, total being \$20,498. All members voted in favor. The motion passed.**

**B. Conservation Public Education Efforts**

- **Conservation Commission Website/Social Media Demo**  
The Commission tabled such.

**C. Rick Van de Poll Services**

Steve Wingate stated several Commission members met with Rick Van de Poll on 9/13/17. He stated the Commission reviewed two appraisals with Mr. Van de Poll and discussed funding opportunities for the purchase of those properties. He stated Mr. Van de Poll recommended pursuing LCHIP and ARM Fund grants.

Lloyd Wood questioned whether Mr. Van de Poll would prepare and submit the grants.

Steve Wingate replied yes and noted Mr. Van de Poll estimated \$2,000 for his services to file the LCHIP grant application and \$3,500 for his services to file the ARM grant application.

Lloyd Wood asked how much the Town could receive if the grants were approved and whether the funding could be used to purchase land.

Steve Wingate replied yes, noting that although such hasn't been calculated the Town could receive between \$130,000 and \$200,000.

Kate Nesbit stated Mr. Van de Poll would be speaking with additional abutting landowners to the Great Meadow which would be an additional cost.

Steve Wingate stated Mr. Van de Poll charges \$75/hour for such; noting \$1,000 from the 2017 budget and \$5,000 from the 2018 budget would pay for his services.

Kate Nesbit noted that if the grants were approved, funding may not be available until November 2018.

Steve Wingate stated he emailed Rick Sager, Town Counsel, for a Purchase and Sales Agreement.

The Commission agreed to request an agreement of services from Rick Van de Poll.

**D. Joan Gale Conservation Easement**

Kate Nesbit will contact Ms. Gale and schedule a meeting with Staff to prepare a conservation easement.

**E. Mirror Lake Watershed Committee**

Lloyd Wood stated the perched beach was a success and signage needs to be posted. He stated the rain garden has been cleaned out by the Road Agent and debris has been removed from the channels.

**F. Mirror Lake Protective Association Report**

Nancy Byrd stated that as a result of a discussion at the MLPA annual meeting, a committee has been formed that will focus on acquiring easements around Mirror Lake. She requested Staff forward a conservation easement template.

### **III. NH DES Applications**

**Susan Schuur**

**17 Old Pasture Road**

**TM #28-1-11**

New Permit By Notification application to repair an existing breakwater in-kind. Reviewed by Nancy Piper; no objection.

**Dustin J. Bossey/#2017-02681**

**103 Cow Island**

**TM #37-1-235**

New Minimum Impact Expedited application to construct an 18'x18' perched beach. Reviewed by Steve Wingate; no objection. Received Notice of Acceptance.

**American Youth Foundation**

**147 Canaan Road**

**TM #34-1-1, 35-1-2**

NHDES approved Minimum Impact Expedited application to install a temporary seasonal aluminum dock structure, to be installed on an existing beach area.

**River Beach Association/2017-02029**

**Route 109/Governor Wentworth Highway**

**TM #14-1-26**

NHDES approved Minimum Impact Expedited application to replace 12 pilings and six 2'x24' piers on 120' of river frontage. Reviewed by Steve Wingate; no objection.

**Laurie Jones/#2017-01959**

**37 Sawyer Point Road**

**TM #28-3-14**

NHDES requested additional information.

**Chase Realty Trust**

**8 Foxwood Way**

**TM #38-3-1**

New Standard Dredge & Fill application to construct a dug-in boathouse, perched beach and associated grading. Reviewed by Mark Howard; no objection.

**Daniel Lawrence/#2017-01301**

**68 Cow Island**

**TM #38-1-273**

NHDES approved Standard Dredge & Fill application to relocate 11 rocks from approach to allow for safe passage to dock.

### **IV. Correspondence**

- NHACC Annual Meeting scheduled for 11/4/17 at Pembroke Academy
- LRCT newsletter
- UNH Cooperative Extension invitation to assist with invasive species management at Sewall Woods on 10/7/17 from 9am-12pm
- Municipal Law Lecture Series scheduled for 10/4/17 in Concord from 9am-4:30pm
- NH Arsenic Consortium scheduled for 10/13/17 from 8:30am-4pm

### **V. Old Business Great Meadow**

Mark Howard noted there was a property that was not depicted on the map; noting he has revised the map to include the property. He stated he presented the map to the Tuftonboro Association.

Steve Wingate stated the Tuftonboro Association requested a guided hike of the Great Meadow; noting such is scheduled for 9/22/17 at 1 PM (meeting at the Town House to consolidate vehicles). He stated a rain date is scheduled for 9/25/17.

Lloyd Wood questioned the status of the invasive species at the entrance to the Great Meadow.

Steve Wingate stated he walked the area with Jim Bean; noting the invasive species include Japanese Knotweed, Bittersweet and Buckthorn. He stated the project is larger than they anticipated and they discussed dumping sand/fill that Mr. Bean collects from the roadside at the entrance where poison ivy is located.

Lloyd Wood stated he doesn't want the sand and gravel from the Town's 50 catch basins placed at the Great Meadow.

Steve Wingate stated he would clarify with Mr. Bean what they discussed.

#### **Watershed Grant**

Steve Wingate stated the Town was awarded the grant (through the Lake Winnepesaukee Association); noting funds should be received in January. He stated following receipt of the funds, a committee would then be formed

#### **Conservation Commission Apparel**

The Commission agreed to print "Tuftonboro Conservation Commission" on the apparel with no logo.

#### **Well Water Testing Initiative**

The Commission tabled such.

#### **Old Home Days**

The Commission agreed that Old Home Days was a success.

Steve Wingate stated there were 40-50 kids and parents that participated in the scavenger hunt.

## **VI. New Business**

#### **Adjacent Property to Bentley Conservation Easement**

Steve Wingate stated he and Kate Nesbit met with the wife of the adjacent property to the Bentley Conservation Easement to speak about securing a conservation easement on that property. He stated a meeting was scheduled with the husband for 9/23/17.

#### **Nesbit & Lawall Conservation Easement**

Kate Nesbit stated she and her sister, Sally Lawall, are considering placing a conservation easement on each of their properties, which share a common boundary line; noting the properties currently abuts a 31-acre parcel that LRPC currently holds a conservation easement on. She stated her parcel is located at 17 Friends Point Road and Ms. Lawall's parcel is located at 18 Millstone Point Road; noting the total acreage of the parcels is 4.4 acres. She stated their intent is to secure the land from being further developed and noted the easement would include a strip of land to the shorefront.

Steve Wingate stated he is in favor of the proposal.

Lloyd Wood questioned whether the strip of land to the waterfront could be included in the easement.

Steve Wingate replied yes, noting a survey would be required. He stated the landowner would be responsible for the cost of the survey.

Kate Nesbit stated she and her sister would recommend the inclusion of a deed restriction for no further development of the property.

**It was moved by Larry Gil and seconded by Mike Phelps to support a conservation easement on properties located at 17 Friends Point Road and 18 Millstone Point Road and authorize the Chairman to further pursue the matter. All members voted in favor. The motion passed.**

**VII. Non-Public Session**

N/A

**It was moved by Nancy Byrd and seconded by Kate Nesbit to adjourn the September 18, 2016 Tuftonboro Conservation Commission meeting. All members voted in favor.**

There being no further business before the Commission, the meeting adjourned at 8:30 PM.

Respectfully Submitted,

*Lee Ann Hendrickson*

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