

**TOWN OF TUFTONBORO
CONSERVATION COMMISSION
December 19, 2016
MINUTES**

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

Member Absent: Kate Nesbit, Member.

Staff Present: Lee Ann Keathley, Administrative Secretary.

Chairman Wingate opened the meeting at 6:38 PM.

Chairman Wingate appointed Ray Everest, Alternate, to sit in for Kate Nesbit, Member.

I. Consideration of Minutes

November 21, 2016

Correction: Page 2, 2nd paragraph; to read as follows, "Lloyd Wood stated the BOS encumbered funds."

It was moved by Larry Gil and seconded by Nancy Byrd to approve the November 21, 2016 Tuftonboro Conservation Commission minutes as amended. All members voted in favor. The motion passed.

II. Discussion Items

A. Conservation Planning & Grant Writing

Steve Wingate stated Rick Van de Poll submitted a digital version of the original Great Meadow report and an invoice in the amount of \$356.25.

It was moved by Nancy Piper and seconded by Nancy Byrd to submit payment to Rick Van de Poll in the amount of \$356.25 for services rendered. All members voted in favor. The motion passed.

The Commission reviewed Rick Van de Poll's cost estimate for and tasks associated with conservation planning assistance, see attached, and list of possible RTE species. The Commission discussed potential real estate transactions and potential tasks for 2016 to be completed by Mr. Van de Poll and the Commission. The Commission agreed to request Mr. Van de Poll provide talking points for the Commission to use when speaking with landowners.

B. Master Plan Chapter Updates

Steve Wingate stated draft updates have been forwarded to Staff.

C. Land Conservation Public Education Efforts

Mark Howard stated he and Ray Everest would be developing a website promoting such.

D. Mirror Lake Protective Association Report

No report.

E. Mirror Lake Watershed Committee Report

Lloyd Wood stated a warrant article has been submitted for improvements to the Mirror Lake Boat Launch. He noted the Committee has discussed changing the name of the Committee to reflect/encompass all watersheds of the Town.

III. NH DES Applications
Steven & Mary Pruchansky/#2016-02592
20 County Road
TM #46-3-8

Approved Minimum Impact Expedited application to impact of 18,800 SF of poorly drained wetland through the fire pond construction.

Mahnaz Mahidashti & Mohammed Reza Alemi/#2016-02378
10 Westwood Bay
TM #40-5-3

Applicant's agent submitted a response to NH DES' RFMI (Request For More Information).

Eversource

Filed a Wetlands Utility Maintenance Notification for the maintenance and repair of the 390 Distribution Line.

IV. Correspondence

- Lakes Region Humane Society; requested donation/contribution
- LWA; requested donation/contribution

V. New Business

Great Meadow

Mark Howard stated the Tuftonboro Association is considering the construction of a kiosk and platform at the Great Meadow if the proposal is supported by the Commission. He stated a trail would have to be blazed and volunteers would construct the kiosk.

Steve Wingate stated BOS approval would be required to construct a trail. He stated if the project moves forward, a site sensitive design should be created for the platform given the sensitive soils that exist on-site.

VI. Old Business

Parkhurst Bentley Property Monitoring

Mark Howard & Steve Wingate scheduled to perform monitoring during the winter months.

Steve Wingate stated that Steve Walker, OEP, believes the boundary line by the house at 20-Mile Bay needs to be refreshed.

Cheney Property Monitoring;

Mike Phelps to perform monitoring on 12/20/16.

It was moved by Nancy Piper and seconded by Ray Everest to adjourn the December 19, 2016 Tuftonboro Conservation Commission meeting. All members voted in favor.

There being no further business before the Commission, the meeting adjourned at 8:15 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

ESTIMATE

Date: November 22, 2016

Job # / Description: Conservation Planning Assistance for the Town of Tuftonboro

Contractor / Client: Tuftonboro Conservation Commission; contact: Steve Wingate

PI: R. Van de Poll

Timeline	Task	Description	Est. Cost
Nov-Dec 2016	I. Planning meeting*	Prepare for, attend, and present at a planning meeting with the Tuftonboro Conservation Commission; provide funding strategies/alternatives for funding conservation projects around Great Meadow	\$225.00*
Nov 2016 – April 2017	II. Conservation Planning assistance to Tuftonboro Conservation Commission	Meet with TCC subcommittee and advise on protection strategies for selected parcels; assist in negotiations with landowners; provide written guidance documentation as needed	\$75/hour (estimate 10 – 15 hrs)
May - Sept 2017	III. Grant application assistance	Prepare for and draft grant applications for ARM Fund, LCHIP, Moose Plate, State Wildlife Small Grants, ACEP, and/or NAWCA; provide GIS & other support material for each application; provide review & critique of each TCC-prepared document as needed	\$1500.00 - \$2000.00 per grant
April – Sept 2017	IV. Field recon. For RTE species	Prepare list of possible RTE species in area of Great Meadow as well as likely habitats, best dates for survey, nearest sites, and methods for surveying*; conduct & complete field surveys on permissioned properties for RTE species; solicit volunteer assistance; est. two days of field work	\$1000 per day of fieldwork & mapping follow-up
Dec ¹ – April 2018	V. Conservation Plan for Tuftonboro	Research and draft conservation plan (CP) for entire town of Tuftonboro; provide parcel attribute rationale; GIS matrix results, us narrative on sub-regional priorities; deliver draft at public presentation; revise and finalize report to be submitted as 2 hard copies and electronically to TCC; all documents suitable for web posting and cleared for public distribution	\$10,000

TOTAL ESTIMATED COST OF PROJECT (without CP)

\$8,975 – 11,350.00

* These tasks have been completed and invoiced to the town

TOTAL ESTIMATED COST OF PROJECT (with CP)

\$18,975 – 21,350.00