

**TOWN OF TUFTONBORO
CONSERVATION COMMISSION
September 13, 2017
MINUTES**

Members Present: Steve Wingate, Chairman, Larry Gil, Kate Nesbit, Nancy Piper, Members.

Members Absent: Mike Phelps, Vice-Chairman, Lloyd Wood, Selectman's Representative, Mark Howard, Nancy Byrd, Members, Ray Everest, Alternate.

Staff Absent: Lee Ann Hendrickson, Administrative Secretary.

Chairman Wingate opened the meeting at 6:33 PM.

I. Discussion Items

A. Rick Van de Poll Scope of Services and Contract

The Commission informed Mr. Van de Poll of the potential acquisition of two properties; noting that the Commission may need funding in the amount of \$125,000 for such. The Commission noted the balance of the land conservation fund is approximately \$15,000.

Rick Van de Poll reviewed customary expenditures associated with the purchase of property. He recommended budgeting between \$145,000-150,000 for the purchase of both properties. He reviewed different funding sources and recommended applying for funding from the ARM Fund and LCHIP. He stated it would cost \$2,000 for his time to apply for LCHIP funding; noting application deadline is June with announcement in September. He noted the application deadline for the ARM Fund is August with announcement in October. He stated NRCS has more detailed application requirements and the cost for his services are much greater, approximately \$3,500. He stated he could speak with other landowners that he has retrieved permission from and perhaps the Commission could acquire additional properties. He reviewed fundraising opportunities. He asked if the Commission wants

Steve Wingate stated he would retrieve a sample Purchase and Sales Agreement from Town Counsel and requested guidance relative to conditions of the agreement.

Rick Van de Poll recommended one year to close due to the application process.

The Commission reviewed the cost estimate provided by Mr. Van de Poll in 2016.

Rick Van de Poll stated that the costs associated with the grant application process will be reimbursed to the Town following approval of the grant and receipt of those funds. He stated he does not work on a commission basis. He estimated \$1,000 for speaking with landowners and follow-up and an additional \$5,000 to assist with grant applications to the ARM Fund and LCHIP.

The Commission requested Mr. Van de Poll submit a proposal and cost estimate.

II. Other Business

None.

III. Non-Public Session

N/A

It was moved by Kate Nesbit and seconded by Nancy Piper to adjourn the September 13, 2016 Tuftonboro Conservation Commission meeting. All members voted in favor. The motion passed.

There being no further business before the Commission, the meeting adjourned at 7:29 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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