TOWN OF EXETER, NEW HAMPSHIRE

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PUBLIC NOTICE
EXETER CONSERVATION COMMISSION

The Exeter Conservation Commission will meet in the Nowak Room
of the Town Office Building, Exeter on **Tuesday, April 12th, 2016 at 7:00 P.M.**

Call to Order:

1. Introduction of Members Present
2. Public Comment

Action Items

1. Membership Update and Officer Elections
2. Treasurers Report
3. Budget Planning and Expenditure Requests
    a. Spring Tree Program
    b. Reimbursement for Expenses
    c. Dues for NHACC
4. Master Plan Update Representative Selection
5. Committee Reports
    a. Property Management
    b. Trails
    c. Outreach
6. Approval of Minutes: March 1th, 2016
7. Correspondence
8. Other Business
9. Next Meeting: Date (5/10/16), Submission Deadline (4/29/16)

Jay Gregoire, Chair
Exeter Conservation Commission
April 8th, 2016 Exeter Town Office, Exeter Public Library, and Town Departments.

TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM

Date: April 7th, 2016
To: Conservation Commission Board Members
From: Kristen Murphy, Natural Resource Planner
Subject: April 12th Conservation Commission Meeting

Membership and Officer Appointments

This is the way current membership looks on the books according to the Town records.

Voting Members	Term	Alternate Members	Term
Margaret Matick	4/2017	Andrew Koff	4/2017
Cynthia Field	4/2017	Carlos Guindon	4/2016
Peter Richardson	4/2016	Bill Campbell	4/2016
Jason Gregoire, Chair	4/2016	Don Briselden	4/2018
Alyson Eberhardt	4/2016	Virginia Raub, Clerk	4/2018
Robert Field	4/2016		
Anne Surman, BOS Rep	Term		

We had requested that since Ginny and Carlos were holding officer positions that they be made full members but that never became official. We also have several members who will be stepping down. That includes Jay Gregoire, Mike (Robert) Field, Maggie Matick and our dear Pete. Alyson has graciously said she would like to renew but her schedule at the moment is dictating that she would need to be an alternate. Lastly according to the RSAs and the bylaws approximately 1/3rd of the members should expire each year. We have 12 total members (7 reg (incl BOS) and 5 alternate).

Recommendations:

MEMBER POSITIONS: If you are currently listed as an alternate please come to the meeting knowing if you are willing to be appointed to a regular member or not.

TERM EXPIRATIONS: Should be as follows to meet the 1/3rd rule

- *Members 2 positions each expiring 2017 (one is Cynthia position), 2018, 2019*
- *Alternate terms can stay as is*

OFFICER POSITIONS:

- *Officers should be in voting member positions*
- *CC has 4 positions (Chair, V. Chair, Clerk, and Treasurer)*

Budget Planning and Expenditure Requests

The budget this year is very tight. I've put together a history of expenses and identified what is anticipated for the current year. If we expend as we have historically the only flex is $100 CLA, $600 trail, $200 training.

4	Annual Expenditure Tracking							
5	Account 01-4611-305-							
6	Town Expenditures		12 Expend	13 Expend	14 Expend	15 Expend	16 Budget	16 Adjust	Anticipated Expenses
7	Sal/Wages	1210		$2,004.00	$2,856.92	$672.00	$3,444.00	$1,000.00	12 mo sec at $75/mtg
8	CC-FICA	2200		$124.26		41.64	$213.00	$213.00	
9	CC-Medicare Tax	2210		$29.06		9.73	$50.00	$50.00	
10	Mowing	4222		$2,200.00	$1,200.00	$1,450.00	$1,200.00	$1,450.00	$1450 Same rate as last year
11	Builing Maint, Raynes	4300	$375.00	$110.00	$700.00	$496.92	$800.00	$350.00	$350 for mowing around barn
12	Postage	5010	$2.90	$24.98	$2.40	$33.37	$20.00	$20.00	
13	Community Services	5118	$435.20	$217.20	$379.21	$238.09	$350.00	$235.00	$235 Spring tree program
14	Contract Services	5200	$437.71	$1,500.00	$1,502.85	$3,650.00	$1,450.00	$4,800.00	$3,238.75 Moreno, $1,500 Emanual
15	Conservation Land Administration	5331	$19.34	$708.58	$24.67	$0.00	$500.00	$100.00	
16	Dues	5450	$860.00	$350.00	$620.00	$672.00	$880.00	$829.00	$629 NHACC, $100 SELT, $100 ERLAC
17	Registry of Deeds	5470	$18.50	$30.00	$10.00	$28.00	$50.00	$30.00	Based on avg annual cost
18	Legal Notices	5560		$96.54	$50.00	$0.00	$50.00	$50.00	
19	Trail Management/Maintenance	5585	$867.72	$868.47	$418.00	$30.00	$600.00	$600.00	Oaklands Plank replacement?
22	Education/Training	5820	$20.00	$155.00	$399.95	$50.00	$300.00	$200.00	Up to 3 $55 (est) annual meeting, plus $35 additional
23	Electricity - Raynes Barn	6220	$52.12	$124.43	$72.00	$125.76	$150.00	$130.00	$130 based on highest annual cost
24									
25									
26	END OF YEAR REMAINING			$1,062.48	$1,138.00	$659.49			
27							$10,057.00	$10,057.00	

Budget Planning and Expenditure Requests

Spring Tree Program – Peter said trees are larger this year which is good. Scheduled for May 3rd

Suggested motion:

To approve the expenditure of up to $235 from the Community Services Budget category in support of supplies for the Spring Tree school program

Reimbursement for Expenses – Pete had purchased flagging for the Allen St Property

Suggested motion:

To approve the expenditure of $17.91 from the Conservation Land Administration budget category to reimburse purchases used in locating conservation property boundaries.

Dues for NHACC – Dues increased from $572 in 2015 to $629

Suggested motion:

To approve the expenditure of $629 from the Dues category for NHACC annual dues

DO YOU HAVE A VISION FOR EXETER'S FUTURE?

The Exeter Planning Board is seeking volunteers for the

Master Plan Steering Committee

Now is your chance to participate! The Planning Board will be updating the Town's Master Plan and is seeking volunteers that are interested in being a member of the Master Plan Steering Committee.

The Committee will meet on an as-needed basis but at least one meeting a month is expected. The whole process is anticipated to take between six to twelve months to complete.

If you are interested in being a member of the committee or have any questions please contact me for more information.

Dave Sharples
Exeter Town Planner
773-6114
dsharples@exeternh.gov

These minutes are subject to possible correction/revision at a subsequent Exeter Conservation Commission meeting

Exeter Conservation Commission
DRAFT MINUTES
March 1, 2016

Call to Order

Acting Chair Ginny Raub called the meeting to order at 7:03 pm in the Nowak Room of the Exeter Town Offices on the above date.

1. MEMBERS PRESENT: Cynthia Field, Andrew Koff, Pete Richardson, Nancy Belanger (BOS Rep), Bill Campbell and Don Briselden

Staff Present: Kristen Murphy (Natural Resource Planner), Dave Sharples (Town Planner)

2. Public Comment: None

Action Items

1. Expedited Minor Impact Dredge and Fill Wetland Application for the Phillips Exeter Academy South Campus Stormwater Outfalls, Tax Map 83, Lot 1.

Mark Leighton and provided an overview of the South Campus planning efforts. Jeff Clifford presented the wetland application. Mr. Clifford stated that though the application slightly exceeds the criteria for an expedited application, their discussion with NHDES suggested that the project could qualify so they are requesting the Commissions support for an Minor Impact permit with expedited review.

Mr. Campbell asked about drainage of the site and the applicant provided an overview of which portions of the south campus each culver supports. Ms. Belanger requested and received an overview of the parking that will be provided closest to the Gilman Park footbridge. Mr. Campbell requested an overview of the floodplain boundaries. Mr. Clifford described the boundaries, stated the facilities are designed considering the potential that under flood conditions there may be some back flow. He also stated that the project will remove or provide treatment for almost 10 acres of impervious surface that previously was untreated. Mr. Campbell requested and received an overview of the supplemental buffer plantings that are proposed along the river.

Mr. Campbell motioned to send a memo to NHDES indicating the Commission support as a minimum impact expedited wetland permit, second by Mr. Richardson.

***VOTE**: Unanimous*

2. **Committee Reports: 80 Epping Road Conservation Restriction**

Ms. Murphy distributed a redlined conservation easement the applicant submitted Monday evening. The documented included some changes to the easement language that was submitted in the meeting packet. Jim Gove, presented a conservation easement plan.

Ms. Raub stated that the document was a generic easement and recommended the Commission step through the document page by page.

Mr. Richardson stated he did not feel comfortable moving forward unless the applicant was supportive of providing a stewardship fee to support property monitoring. Mr. Gove stated the applicant was willing to provide 2 years of monitoring expenses of $500-1000 that would be paid by the developer and after that time the association would take over the fees in perpetuity. Not being able to settle on an amount, the fee amount was tabled for later in the evening.

Ms. Raub noted that Attachment A is missing. Mr. Richardson noted that once the pins are in place he would like the Grantor to walk the pins with a member from the Commission.

The following changes were requested:

- Add Attachment A – legal description
- Add requirement for applicant to walk the pins with a member of the Commission
- Add acreage
- Removal of the words "to which is provides access and.." under 1A.
- Split out items 2B to separate the subdivision language and the condo declaration language.
- Add the existing trail to the plan and to refer to the plan within the text of the easement.
- Add no wheeled recreational vehicles.
- Add no dumping of landscaping debris including but not limited to leaves, grass clippings, Christmas trees, and flower pots.
- Define passive recreation as excepting camping, picnicking, fires, etc.
- Add condition requiring the applicant to provide a baseline documentation report
- Add annual stewardship fee of $1,000 in perpetuity

The Commission requested Ms. Murphy to review the revisions to ensure comments were incorporated and facilitate legal counsel review.

Mr. Campbell motioned that following incorporation of the stated revisions and legal counsel review to recommend acceptance of the Conservation Easement to the Board of Selectmen, second Don Briselden.

***VOTE**: Unanimous*

These minutes are subject to possible correction/revision at a subsequent Exeter Conservation Commission meeting

3. Approval of Minutes: January 12, 2016

Mr. Campbell motioned to approve the minutes of January 12, 2016, second Pete Richardson.

***VOTE**: Unanimous*

4. Approval of Minutes: February 2, 2016

Mr. Richardson motioned to approve the minutes of January 12, 20165, second Nancy Belanger.

***VOTE**: Unanimous*

5. Other Business

Ms. Raub discussed the outcome of the bobcat hunting legislation. Ms. Belanger stated she has received inquiries from many people about what further action can be taken. She suggested a posting be made on the Exeter Conservation Commissions facebook page to share information from the Stoddard Conservation Commission.

With no further business, Ms. Raub entertained a motion to adjourn to a work session.

Mr. Richardson motioned to adjourn into a work session, second Ms. Belanger.

***VOTE**: Unanimous*

Meeting was adjourned at 9:10 pm

Work Session

Ms. Murphy introduced Mr. Sharples who gave a brief background and offered his willingness to be a resource to members of the Commission. Members inquired about future plans for the Master Plan revisions. Mr. Shaples discussed the warrant article that will be before the voters in support of the Master Plan revisions.

Ms. Raub discussed a desire to place rough time limits to agenda topics and to focus on one of the many topics that have been listed for work session needs but time has not permitted addressing them.

The work session was adjourned at 9:40 pm.

Respectfully Submitted, Kristen Murphy