

**TOWN OF HOLDERNESS**  
**CONSERVATION COMMISSION**  
**Regular Meeting Minutes October 11, 2016**

**Members Present:** Larry Spencer, Jenny Evans, Anne Packard, Janet Cocchiaro, Jacquelyn Jewell and Brian Gagnon

**Members not Present:** Shelagh Connelly and Ben Amsden

**Staff Present:** Nancy Decoteau, Land Use Admin Assistant

**CALL TO ORDER:**

L. Spencer called the meeting to order at 4:02PM. A quorum was present.

**APPROVAL OF MINUTES:**

**MOTION: "To approve the minutes of September 13, 2016 as amended."**

Motion: J. Evans

Second: A. Packard

Discussion: The following four corrections were made to the minutes:

- a. Correct the spelling of "Evens" to "Evans"
- b. Correct the spelling of "Jacquelyn" to "Jacquelyn"
- c. Change the word "letter" to "article"
- d. Change the word "coursed" to "courses"

Motion Passes: 4 yes – 0 No J. Jewell & J. Cocchiaro abstained

**MAIL CHECK:**

L. Spencer reviewed the following items in the mail folder:

**1. NH DES NOTIFICATIONS:**

Approval: Shoreland Impact Permit 2016-02251	220-036-000	Denious
Approval: Shoreland Impact Permit 2016-02963	101-019-000	Town Library
Application Accepted: 2016-02652	239-051-000	Morello
Additional Information submitted 2016-02368	244-004-000	Hodge
Shoreland Permit Application / Education-Cruise Loading Facility	101-014-000	Science Center

**2. OTHER CORRESPONDENCE:**

Society for the Protection of NH Forests: moved to an electronic submission process  
NH Timberland Owners Association: Annual Fund letter with 2015 Annual Report

**3. EVENTS / MEETINGS:**

NHACC Annual Meeting Saturday, Nov 12, 2016 at Pembroke Academy-209 /Academy Rd. Pembroke  
NHTOA Farm Tractors for Forestry class on Saturday, October 15, 2016 Location directions on flyer.  
NH Loggers & Trucker Convention: Saturday, October 22, 2016 at Attitash Grand Summit Hotel in Bartlett.

**4. NEWSLETTERS/MAGAZINES:**

Supply Lines Fall 20156 / NHDES Drinking Water & Groundwater Bureau

**5. ADMINISTRATIVE ITEMS:**

NH Association of Conservation commissions Annual Dues FY2017 Invoice \$296.00

**MOTION: "To submit the Invoice for payment of NH Association of Conservation Commissions Annual Dues in the amount of \$296.00."**

Motion: J. Evans

Second: A. Packard

Discussion: None

Motion Passes: 6 – YES, 0 - NO

**OLD ITEMS:**

**Update on Pilote and Town Forests:**

L. Spencer reported that the stumping has been completed on the Pilote Forest and if the seeding has not already been completed it will be done soon.

**Status of Northern Pass:**

L. Spencer stated that the status of Northern Pass is still on-going.

**Status of Monitoring Reports:**

A. Packard submitted a Monitoring Report for the Pilote Forest.

J. Cocchiaro stated she is working on the Monitoring Reports for White Oak Pond and Chabot easements.

**Status of cooperative efforts with the Squam Lakes Conservation Society:**

L. Spencer stated they are still working together on the Town Farm Property.

**NEW ITEMS:**

**Permits by Notification:**

L. Spencer stated he signed off on the Squam Lakes Natural Science Center Permit by Notification.

**Scheduling of Open House on Pilote and Town Forests:**

L. Spencer stated he sent articles to two newspapers regarding the open house on October 15, 2016.

J. Evans and L. Spencer stated they would be attending and agreed to bring some refreshments.

**FY 17-18 Budget:**

The members reviewed the FY 17-18 budget and determined to request the following:

4612-110 Regular Positions	to be determined by the Town Administrator
4612-370 Training Travel	\$ 300.00
4612-390 Other Prof. Services	\$2,000.00
4612-560 Dues/Subscriptions	\$ 800.00
4612-620 Office Supplies	
4612-670 Books/Periodicals	

The members agreed to request the 4612-620 Office Supplies line and the 4612-670 Books/Periodicals line be combined to a new line which would include property maintenance items as well and fund it at \$475.00. The members agreed if that it is not possible merge the two lines and create a new line then they would agree to keep the 4612-620 Office Supplies line at \$100.00 and keep the 4612-670 Books/Periodicals line at \$100.00 and create a new line item to cover property maintenance items and fund it at \$475.00.

**MOTION: "To submit the Conservation Commission 17-18 budget request as discussed."**

Motion: A. Packard

Second: J. Cocchiaro

Motion Passes: 6 – YES, 0 - No

**Possible Grant for Trail Work:**

L. Spencer submitted information regarding a grant program offered by Meredith Village Savings Bank. Commission members reviewed the draft MVSB Grant application materials and suggested some changes. L. Spencer agreed to incorporate the changes suggested and submit the grant application.

**UPCOMING MEETINGS:**

L. Spencer reviewed the following upcoming meetings with the members:

- NH Association of Conservation Commissions on November 12, 2016
- Various courses from the NH cooperative Extension available on their website.

**ADJOURNMENT:**

Mr. Spencer adjourned the meeting at 5:12 P.M.

Respectfully submitted,



Nancy Decoteau, Admin Assistant – Land Use