

**Fremont Conservation Commission
Fremont Town Hall
Fremont, NH**

**October 5, 2015
7:00 PM
MINUTES**

I. CALL TO ORDER

Chair Bill Knee called the meeting of the Fremont Conservation Commission to order at 7:00 PM at the Fremont Town Hall, 295 Main Street, Fremont, NH 03044. Present were: Commission members Bill Knee, Pat deBeer, Leanne Miner, and Janice O'Brien.

II. APPROVAL OF MINUTES: September 14, 2015

Janice O'Brien made a motion to approve the minutes of August 10, 2015 as amended. Leanne Miner seconded the motion. Motion passed 4:0.

III. DAN HORSBURGH

A. MEETING WITH SELECTMEN

Mr. Knee reported that, on September 23th, he and Ms. O'Brien met with the Board of Selectmen to explain being approached to purchase and put an easement on Lot 5-61 and to ask for approval to move forward on the project. The Selectmen wanted time to think the situation over and they asked the Commission to contact Southeast Land Trust (SELT) to find out if they would be interested in holding the Conservation Easement on the property and if they would assist in seeking grants. A follow up meeting with the Selectmen is scheduled for October 22nd to further discuss the proposal.

B. MEETING WITH DAN HORSBURGH TO DISCUSS A NEW PROPOSAL

Mr. Knee met with Dan Horsburgh on September 16th. Since the last meeting, he had been talking with family members and rethinking what should be done with their properties. His new proposal is to sell all of their properties and have them conserved with the exception of enough acreage and road frontage to subdivide out two lots from lot 5-55.1: one lot for the current house and another lot for a new house to be built near the road. The amount of land being considered for sale and conserved would now total approximately 354 acres.

C. MEETING WITH DUANE HYDE, SOUTH EAST LAND TRUST (SELT)

Mr. Knee met with Duane Hyde of SELT on September 16th to discuss potential purchase and conservation of the Horsburgh land. Mr. Hyde previously talked and walked the property with Mr. Horsburgh. SELT was interested in holding a conservation easement on the properties. Mr. Horsburgh had asked SELT for permission to pursue conserving lot 5-61. Mr. Hyde felt that the neatest and cleanest way to purchase and conserve was to apply for a property grant, such as NRCS because of the specific habitats on the properties. He said he would call Mr. Horsburgh and arrange for a time to bring over the necessary paperwork and further discuss the project with him. An appointment was set for October 2nd.

SELT considered a grant only for the original lot but then the new proposal was made for all three lots. The grant is based on acreage, not appraisal. Mr. Knee mentioned that there is a plan that was developed with which SELT is complying for purchase. He said that Mr. Horsburgh's goals are "time-sensitive". If the grant was unsuccessful, "plan B" is to look to the Town of Fremont (the Town would know if a grant is successful by late winter 2016/early spring 2016.)

Considering recent developments, having lot 5-61 appraised has not been pursued by the Town of Fremont. Further action on the project by the Conservation Commission has been put on hold until more is known about the decisions made by the landowner.

IV. WILDLIFE & FOREST MANAGEMENT PLAN: STATUS UPDATE (INFORMATIONAL)

The Conservation Commission agreed to pay Forester Charlie Moreno \$7,500 to update the Wildlife & Forest Management Plan, which includes the Smith Property. The Town paid Mr. Moreno \$600 in December 2014 and will need to pay Mr. Moreno \$6,900 upon receipt of the Plan. In response to an email inquiring as to the status of the Plan, Mr. Moreno stated that all the fieldwork is completed, including the forest inventory and that the writing of the plan has begun but still has a way to go. Also, he should have some of the maps done shortly.

Mr. Moreno feels that he will not exceed the budgeted amount for the plan. Originally, the Commission thought it would be able to pay the whole amount from the budget residual account. The Commission has \$6,425.90 in its budget residual account and \$154.78 in its checking account totaling \$6,581.68. Because this year's operating budget was \$1 and is currently running in a deficit due to clerical expenses, no additional money will be available from these accounts. This leaves an additional \$318.32 to be funded from another source. The topic of where the money comes from can wait until the Commission gets a copy of the report.

V. CONSERVATION COMMISSION INFORMATION

- A. TREASURER'S CC ACCOUNT REPORT / 2016 Budget Worksheet (No current information).
- B. ONGOING LIST OF MISSED OPPORTUNITIES DUE TO LACK OF FUNDS FY15 (NO BUDGET): N/A

VI. CORRESPONDENCE

- A. TOWN ADMINISTRATOR REQUEST TO COMPLETE CAPITOL IMPROVEMENT PROGRAM: SEPTEMBER 30, 2015

Mr. Knee read the email that Heidi Carlson had sent:

Please remember on your worksheet to include the YEAR of the planned capital purchase; and the priority if you have more than one project in any year. You should include any capital expense over the next six fiscal years 2016-2021. It does not include manpower costs. Do include your annual plans for any capital reserve items, with a description of the type of fund, and annual monies in to it. If you plan to do it every year, you need to complete a sheet (the same date) for each of the six years.

Include any sources of revenues (such as buying a fire truck and having saves saves \$xx in capital reserve to offset it); grants, proposed loans, or general taxation if you know of no offsetting revenue sources. As you look out to the further years in the plan, you will be estimating future inflation costs, etc. Please do the best you can.

Again, your worksheets are all DUE TO JENN by OCTOBER 15, 2015 on paper or electronic submission. Jenn will begin compiling your worksheets as soon as they are submitted and the CIP Committee will meet at 7 PM on Mondays November 2, November 16, and December 7, 2015. Those meetings will be held at the Town Hall.

Mr. Knee said that all Department Heads are giving input on the CIP, looking into the future to put control on any sudden spikes in taxes. The Conservation Commission is different in that there are no concrete plans to do things unless ideas come to them. Ms. O'Brien remembered doing CIP worksheets in the past and it was suggested to look at prior minutes to see if anything was put in. Mr. Knee had not found such information when he researched this last week. Ms. O'Brien suggested asking Ms. Carlson for the amount that is left in the bond (after the Smith project). Where the CIP Committee just met and the report is due so soon, they filled out the form to submit by October 15th.

DEPARTMENT: Conservation Commission

DEPARTMENT PRIORITY: 1 of 1 Projects

TYPE OF PROJECT: The purchase of land for public purposes.

RATIONALE FOR PROJECT: Provides incentive to economic development.

DISCUSSION: (This is speculative since the land value or project amount is unknown) The purchase and conservation easements of land identified by the open space plan. There was discussion about people liking to live in homes on conserved land (economic development) and incentive for real estate development. Ms. O'Brien noted that the purpose for asking for the bond was to have money available for matching funds for projects that came to the Commission for conservation easement purposes. Ms. deBeer said she will email "real estate Acquisition/"capital Cost" to Mr. Knee (potential and dollar figure). Ms. O'Brien noted that it was

stated at last week's Selectmen meeting that smaller projects use short term loans and larger projects use the bond bank (this is more cost-effective for the town).

IMPACT ON OPERATION & MAINTENANCE COST OR PERSONAL NEEDS: N/A

OPERATION & MAINTENANCE COST : N/A

SOURCES OF FUNDING: Grants from a variety of unknown sources

TOTAL PROJECT COST: unknown (depends on acreage and value of land (not to exceed \$935,000)).

B. OPEN SPACE COMMUNICATIONS

1. Dennis Howland and Jack Karcz put new metal blazes up on Woodland Trail. Mr. Howland and Sam put up blazes in Oak Ridge between posts 5 and 6. They will continue on to the foot path between posts 4 and 8 next.
2. Fremont Improves Town Forest Trails – New Metal Blazes in Oak Ridge – A picture was sent to Carriage Town News and Town Administrator for publicity.
3. Citizen inquiry about whether there would be a Fall Hike (one has not been planned).
4. Dennis has been in touch with Phil Auger, SELT, regarding developing a connector trail from Glenn Oakes into Garrison/Kelliher through the Smith Property. Logging has been done there this fall and next spring would be the time to develop a trail.

C. REVIEW/REVISE THE CONSERVATION COMMISSION SECTION (PAGE 5-6) OF THE "WELCOME TO THE TOWN OF FREMONT" DOCUMENT (This is a work in progress and it will present useful information to residents).

This document will help promote citizenship/community. Ms. Miner read the blurb on the C. C. that was posted on FCTV. Ms. dBeer suggested adding information about the town forest (for low-impact recreational opportunities for people), noting that maps are available on the Website. It was suggestion to add that duties are legislated by the state (outlined in RSA).

- D. NOTIFY MEMBERS OF AN ADVERTISEMENT FROM THE "OUTDOOR SERVICES" COMPANY, JASON CURTIS, PRESIDENT (INFORMATIONAL)
- E. NOTIFY MEMBERS OF THE NEW FALL "SUPPLY LINES WITH THE SOURCE" PUBLICATION (INFORMATIONAL)
- F. NOTIFY MEMBERS OF THE RECEIPT OF THE NHACC "BACK TO THE FUTURE" POSTCARD. ANNUAL MEETING AND WORKSHOPS ON NOVEMBER 7th. (INFORMATIONAL)

This was inspected on August 3, 2015.

- G. NOTIFY MEMBERS THAT THE NHDES RECEIVED THE "WETLAND MINIMAL IMPACT FORESTRY NOTIFICATION" FORM FOR WORK IN FREMONT LOT 4-98 FROM SELT.

VII. OTHER : The Members will also hear any other business to come before the Commission

- A. VARIANCE IN THE AQUIFER PROTECTION DISTRICT TO RELOCATE AN EXISTING MOTORCYCLE SHOP FROM ONE BUILDING TO ANOTHER (810 MAIN STREET). COMMENT SHEET

After looking at tax map 2-135-1, it was determined that the property was in aquifer acquisition and no wetlands seem to be involved. Mr. Knee read:

Conservation Commission Recommendation:

In accordance with Article XI of the Town Ordinances that granting a variance to move the motorcycle shop to the machine shop on the same property be subject to all aspects of Section F. Design and Operation Guidelines. Specifically (1) F-1 Safeguards to protect against toxic or hazardous material discharge or loss; (2) F-3 drainage from runoff be properly handled; and (3) inspection – that if a variance is granted, there will be inspections by the Building Inspector or other agent designated by the Selectmen. The purpose of these inspections would be to ensure continued compliance with afore-mentioned conditions under which approval swere granted and that a fee for inspection shall be charged to the owner according to a fee schedule determined by the Selectmen.

ARTICLE XI. AQUIFER PROTECTION DISTRICT
FREMONT ZONING ORDINANCE MARCH 2012 EDITION

Commission approved on November 2, 2015

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F. DESIGN AND OPERATIONS GUIDELINES

Where applicable the following design and operation guidelines shall be observed within the Aquifer Protection District:

1. Safeguards. Provision shall be made to protect against toxic or hazardous materials discharge or loss resulting from corrosion, accidental damage, spillage, or vandalism through measures such as: spill control provisions in the vicinity of chemical or fuel delivery points; secured storage areas for toxic or hazardous materials; and indoor storage provisions for corrodible or dissolvable materials. For operations which allow the evaporation of toxic or hazardous materials into the interiors of any structures, a closed vapor recovery system shall be provided for each such structure to prevent discharge of contaminated condensate into the groundwater.
2. Location. Where the premises are partially outside of the Aquifer Protection Overlay Zone, potential pollution sources such as on-site waste disposal systems shall be located outside the Zone to the extent feasible.
3. Drainage. All runoff from impervious surfaces shall be recharged on the site, and diverted toward areas covered with vegetation for surface infiltration to the extent possible. Dry wells shall be used only where other methods are not feasible, and shall be preceded by oil, grease, and sediment traps to facilitate removal of contaminants.
4. Inspection. All special exceptions granted under Section 5.h of this Article shall be subject to twice-annual (2) inspections by the Building Inspector or other agent designated by the Selectmen. The purpose of these inspections is to ensure continued compliance with the conditions under which approvals were granted. A fee for inspection shall be charged to the owner according to a fee schedule determined by the Selectmen.

VIII. WORKING PLAN

The following is a working plan with some results in italics.

| TASK | STATUS |
|--|-------------------------------|
| Set up a monitoring scheduled for the Town owned Conservation Easements. (As the holder of an easement, the Town is obligated to monitor each easement once per year.) Compile a list of land with conservation easements. - Get copies of each easement - Generate a checklist for each easement | Ongoing |
| Prospective Oak Ridge Easement: Roy Foundation | Done |
| Review the obligations for grants already awarded including: - Land & Water Conservation Fund (Set up for the acquisition of Oak Ridge) - Moose Plate, Recreational Trails Program, PREP Transaction Grant (Glen Oakes) - Smith Property: Davis, Fields Pond, Cricket and Wharton, Moose Plate and LCHIP, PREP (Smith property, now part of Glen Oakes) | Est. due June 2015 |
| Glen Oakes Forest & Wildlife Management Plan – Review for updates | Ongoing |
| Oak Ridge Forestry Management Plan – Review for updates | Ongoing |
| Natural Resource Inventory – Review for recommendations for updates of information and maps. (Charlie Moreno is reviewing for Glen Oakes area) | Ongoing |
| Earth Day event(s) for the current year | No action planned for 2015 |
| Biothon – discuss a possible event for the current year | No funding available for 2015 |
| Reorganization of the Conservation Commission | Done |
| Budget for 2015 | |
| Compiled of all of the grants that have been awarded to the Town and create a checklist of the requirements of each grant that can be reviewed annually. Any future grant can be added to the compilation. | Ongoing |

IX. NEXT MEETING DATE: NOVEMBER 2, 2015

X. ADJOURNMENT

At 8:55 PM, Janice O'Brien made a motion to adjourn. Leeane Miner seconded the motion. Motion passed 4:0.

Respectfully submitted by, Susan Perry, Recording Secretary

Commission approved on November 2, 2015