

OFFICIAL CONSERVATION COMMISSION MEETING MINUTES

October 29, 2014

S. Couture called the meeting to order at 4:00 p.m.

Attendance: Steve Couture, Chair; Cindy Robertson, Vice-Chair; David Hess, member (4:12pm); Phil Fitanides, member; Todd Lizotte, Town Council Rep.

Excused: Frank Kotowski, Planning Board Rep. and JoCarol Woodburn, member.

Public Input

None

Meeting Minutes

S. Couture: There are two corrections: where it says “Moulton Road” in the Clay Pond discussion, it should be “Knowlton Road.” Also on page 8, it says “\$8,000 minimum” and it should be “\$800,000 maximum.”

C. Robertson motioned to approve the meeting minutes for October 7, 2014 with corrections. Seconded by P. Fitanides. Motion passed. T. Lizotte abstained.

Other Business

a. Stantec Invoice

S. Couture: This is an invoice for \$2,134 for development of the DOT application.

T. Lizotte motioned for payment of an invoice from Stantec dated October 3, 2014 for Merrimack Riverfront Conservation Area Engineering Services in the amount of \$2,134. Seconded by C. Robertson. Motion passed.

S. Couture: We also have an authorization from Stantec to increase the budget up to \$3,875 total. This increase was to have them work on the DRED grant application and redo the estimate so it would meet the criteria.

C. Robertson motioned to increase the authorization to \$3,875 total. Seconded by P. Fitanides. Motion passed.

b. Payment to SNHU

S. Couture: There's an invoice here from The Quill Restaurant for \$986.70 for the celebration event held on October 24th.

T. Lizotte motioned for payment of an invoice from SNHU: The Quill Restaurant dated October 27, 2014 for the Conservation Commission Dinner on October 24, 2014 in the amount of \$986.70. Seconded by C. Robertson. Motion passed.

c. Pre-approving up to \$150 for reimbursement of Dave Hess and Steve Couture for registration costs for the NH Association of Conservation Commissions Annual Conference

S. Couture: Dave Hess will be attending the NH Association of Conservation Commissions. I will be paying for the Memorial students who are attending. I need to front the money because it's this weekend.

T. Lizotte motioned to approve \$150 of reimbursement to D. Hess and S. Couture for registration costs for the NH Association of Conservation Commissions on November 1, 2014. Seconded by C. Robertson. S. Couture abstained.

d. CIP Request and Budget

S. Couture: We are not going to be doing a CIP request this year. We had a discussion with Dean Shankle and Christine from Finance and since we are looking for one-time funding in the upcoming fiscal year, it makes more sense to do a warrant article rather than a CIP request. We need to work on drafting some language for it.

T. Lizotte: Is there a way to take it out of impact fees?

S. Couture: We still need to look into that. We have some homework to do for the warrant article and we need to do some outreach. We also have a proposed budget prepared which requests a \$48 increase from last year. So the budget would be \$1,300 now that the staff support costs are absorbed into the Community Development personnel budget. Those costs have been taken out and we are left with \$1,300.

P. Fitanides: Do we have funds for Old Home Day included in the budget?

S. Couture: Yes.

C. Cronin: Yes, it is described in the Office Supplies line, but we are able to dip into other lines and shift the money around.

S. Couture: Yes, we can do that as long as we don't go over the total budget.

D. Hess motioned to approve the proposed FY 2015-2016 budget of \$1,300. Seconded by C. Robertson. Motion passed. T. Lizotte abstained.

Other Business

C. Cronin: Jo Ann Duffy talked with David Campbell about the Head's Pond project today. They are now proposing to eliminate the easement that would have been for the Southern Leg of The Parkway. They are assuming the road is not going to happen now. The land would revert back to Manchester Sand and Gravel. They are not eliminating conservation land or access to the Town Pond. They will be coming to the Planning Board meeting on November 3rd to talk about it. Jo Ann asked me to tell you about it to keep you updated and in case you had any comments.

The Conservation Commission reached consensus on having the November 10th meeting begin at 4:00 pm instead of 6:00 pm.

C. Robertson motioned to adjourn at 4:24 pm. Seconded by S. Couture. Motion passed.

Respectfully submitted,

Carolyn Cronin

Assistant Planner/Conservation Commission Staff Support