

MOULTONBOROUGH CONSERVATION COMMISSION SPECIAL MEETING MINUTES
of December 21, 2015

A special meeting was called to interview the proposed vendor that was selected to update the town's Natural Resource Inventory (NRI). The meeting started at 9:35 AM. People present were Marie Samaha, Chair, Bill Gassman, Secretary and Scott Bartlett. Bruce Woodruff, the town planner attended. Forrest Bell and Keven Ryan represented FB Environmental.

Forrest introduced Keven as the person that would do much of the work on the NRI update. Kevin was also responsible for the recent build-out analysis contracted by the town. Due to this, some of the GIS work and development constraint information is already done for the NRI.

The discussion went into opportunities for other deliverables, especially a set of recommendations based on a comparison of the town's ordinances, compared to best practices. Forrest said this is a big project and requires research. Setbacks and zoning regulations were already incorporated into the buildout work, but other ordinances, such as those for creating subdivisions were not. The estimate to complete this task is 40 hours and an extra \$2500. He agreed to send a revised price quote.

Bruce, town planner, requested that the data for the GIS system be delivered in a way that it could be linked to the parcel map. That way, a co-occurrence analysis would show which properties are in the areas of concern and help to prioritize mitigation efforts.

The ConCom team requested a copy of the NRI work that FBE did for New Durham.

Dates for project completion were discussed. FBI can bring in the dates by a few months, perhaps by October 2016, and can focus on some of the GIS work in January and February, before Bruce leaves the town planner position.

In a discussion of payment, the town planner recommended billing monthly, based on billable hours.

The meeting adjourned at 11AM.

Minutes submitted, by Bill Gassman; Secretary and Marie Samaha; Chair.