

# Approved: July 1, 2014

New Castle Conservation Commission

June 3, 2014

4:00 PM

**Members Present:** Jim Rini, Brian Mack, Beth Hume, Bill Stewart, Bill Marshall, Lynn McCarthy, Nancy Gulley, Rebecca Audet

**Members Not Present:** Darcy Horgan (Planning Board Representative), Sharon Houston, Curt Gillespie,

**Also Present:** John Chagnon (Ambit Engineering), Dr. James Zuckerman, Tracy Degnan, Dave McGuckin

Chair Bill Stewart called the June 3, 2014 meeting of the New Castle Conservation Commission to order at 4:13 pm.

May 2014 minutes:

*Jim Rini MOVED to accept the May 2014 minutes as amended; this was SECONDED by Bill Stewart and APPROVED unanimously.*

Wetlands applications/reviews:

1. Preliminary review of 95 Marina Heights, property of Tim Collins

John Chagnon distributed plans for the proposed project at 95 Marina Heights.

Mr. Chagnon reviewed the specific conditions that exist due to the original permit that was approved years ago. He explained that this plan was approved under Wetland Board permit number 93703. He said the plan for this permit shows the limit of the building line and the limit of the disturbance line.

Mr. Chagnon explained that the site plan shows the drainage patterns and how drainage was constructed for the development. He said when he walked this area with Planning Board Chair, Darcy Horgan, they both came to the conclusion that Marina Heights Road acts a catch basin and a drain hole between units 36/37.

Mr. Chagnon said he spoke with the engineering firm that worked on the development plans (then Appledore Engineering, now Tighe & Bond). He said he was told there was a drainage line that was brought up along the street and a stub was left. Mr. Chagnon said they designed the roof leaders to take the roof runoff and bring it to the drainage connection so it will not go over the banking.

Lynn McCarthy asked if the current home have the same design and Mr. Chagnon responded that he does not know what the design is for the current homes.

Jim Rini asked Mr. Chagnon if the leaders direct the roof runoff into a drain that runs to the sewer system.

Mr. Chagnon responded that the drain runs into a separated storm water system, not the sewer system.

Brian Mack asked where the drain line system discharges and Mr. Chagnon responded that it discharges into Little Harbor through a pipe located under a path to the beach.

Chair Stewart noted that the lots pitch back towards the road, the road runoff goes to a catch basin and is ported through the drain to Little Harbor. He noted that the proposed design includes the drainage from the house tying into a drain that also goes to the storm water system. He asked if it will catch all the roof runoff and the road runoff also.

Mr. Chagnon said that is correct but added that the original approval also included treatment swales.

Dr. Rini said there are no storm drains on Marina Heights that he is aware of.

Mr. Chagnon pointed the storm drain out to Dr. Rini on the plans. He explained that the storm drain goes into a swale on the side of the road (which was the standard at the time of approval and construction).

Chair Stewart said that the road had lots pitch to the swale, and the roof runoff is tied to the drain.

Beth Hume asked where the filtration of the runoff occurs.

Mr. Chagnon said the road side swale provides settling. He noted that this was the standard at the time and that the swales have been maintained.

Chair Stewart asked if they are proposing to tie the roof runoff into the drainage system that ports straight to Little Harbor and Mr. Chagnon responded that is what they are proposing.

Chair Stewart asked if there are any other opportunities to treat the runoff on site. He asked if it would be better to capture the runoff and treat it then port it straight out to Little Harbor.

Mr. Chagnon said the roof drain connection could be constructed of a perforated pipe to provide some leaching back into the ground.

Mr. Mack asked at what depth the connection to the drain occurs and Mr. Chagnon responded that it would be at approximately two to three feet.

Lynn McCarthy asked Mr. Chagnon to discuss the first condition with regard to the erosion control methods.

Mr. Chagnon said he assumes that because the permit did not create an issue that everything was done in accordance with the plan and was constructed in a safe manner that did not cause excessive erosion. He said that he reviewed the DES file which shows that the permits were extended a number of times as the developer worked through putting in the roads and there was one additional impact permit that was

filed on a section of Ducks Head where they needed to put in additional fill and create a retaining wall. Mr. Chagnon noted that it appears no individual permits were filed for individual lots.

Mr. Chagnon said they will compose a letter to Frank Richardson stating that they believe this project falls under the previously approved permit. He noted that they will file a shoreland permit and said he would provide a copy of that permit to Chair Stewart.

Chair Stewart asked what the distance is to the resource from the closest point of the building is. It was noted that the closest distance is approximately 52 or 53 feet.

Mr. Chagnon noted that this is beyond the previously established line.

Ms. Hume asked if it has been determined that the Commission needs to make recommendations on a wetland permit or not since the project was previously approved.

Mr. Chagnon noted that when the original permit was approved the shoreland rules were in effect and the application from that time speaks to the shoreland regulations. He said that at the time the shoreland protection act required approval for lots of less than five acres and required septic setbacks; however, because the project was on sewer those rules did not apply. Mr. Chagnon said that since that time the regulations have changed so they are now filing a shoreland permit.

Chair Stewart said that Mr. Chagnon will work out with the State what he needs to file for permits and what they will accept for permits. He said the Commission will provide comment as is the normal process. Chair Stewart said the Commission should review what the impacts of the proposed project would be in order to provide input to the Town based on how the Commission interprets the proposal.

Ms. Hume asked if the project is considered grandfathered and if the Commission's comments will be disregarded.

Chair Stewart said if the project is considered grandfathered the Commission's comments may end up being disregarded, but that is not up to them to decide. He said the Commission should look at the proposed project and the environmental impacts of it and provide comment to Planning and let them decide what is and is not needed.

Chair Stewart said the Commission should provide impact recommendations and let others decide what is grandfathered and what is not. He said the Commission should provide suggestions regarding erosion and storm water runoff.

Dr. Rini said if the Commission reviews this proposal by the current criteria and ignores the possibility of grandfathering, the lot becomes unbuildable.

Chair Stewart said they would be able to apply to build on the lot by a conditional use permit. He said the building is proposed to be done outside of the 50 foot setback (which is the no build zone). Chair Stewart said the proposal is to build between the 50 and 100 foot setback.

Dr. Rini said the Commission normally does not recommend building within the 100 foot setback.

Mr. Mack said that the Commission has on occasion in the past approved building within the 100 foot setback.

Chair Stewart said if the Commission thinks that this proposal is detrimental to the environment we can provide that comment to the Planning Board and they can decide. He said the Commission has the purview to determine how the members view the proposal and what comment we want to provide. Chair Stewart said the Commission should provide guidance to Mr. Chagnon on the plan and ask any questions that the members may have. He asked Mr. Chagnon if he would be submitting an application directly to the Building Inspector.

Mr. Chagnon explained that Attorney Pelech has submitted a letter to the Town outlining the position that the project should be vested and not be required to apply for a conditional use permit. He said they are waiting for a response to that letter.

Chair Stewart said that if the Town agrees that the project is vested the proposal would go directly to the Building Inspector. He told Mr. Chagnon that the Commission would appreciate the applicant taking their feedback into consideration.

Ms. McCarthy suggested commenting that no trees be cut. She said that would help to mitigate erosion and runoff on the property.

Rebecca Audet agreed with this suggestion.

Mr. Mack suggested requiring a buffer planting zone to aid in the filtration of runoff.

Ms. McCarthy said the buffer already exists on the property and just needs to be maintained.

Chair Stewart asked if there are plans for a lawn on the back of the property beyond the deck.

Mr. Chagnon said there is not much room on the back of the property. He noted that some of the trees have been flagged.

Ms. McCarthy suggested that the trees be trimmed but not removed.

The members discussed shoreland regulations regarding tree cutting and noted that the area that falls under the shoreland regulations would consist of two 50 by 50 grids.

Mr. Chagnon noted that the property would meet those requirements with some proposed cutting. He said the Town does not have a total prohibition on tree cutting.

Ms. McCarthy asked if the large pine tree that is planned to be removed needs to come down.

Dr. Rini said there is one tree that is unhealthy and is being crowded out. He said it is to the advantage of the owners to leave the rest of the trees in place. Dr. Rini said he thinks it is reasonable to say that the Commission recommends no cutting be done other than the one tree with the very few limbs.

Dr. Rini suggested having the runoff be treated before it flows to the drain. He suggested constructing a dry well in the front.

Ms. McCarthy noted that there may not be enough depth since there is a good deal of ledge in that location.

Mr. Chagnon responded that there is approximately 32 to 48 inches of soil at that location.

Mr. Mack said that it would not allow much space for a receiving zone before the runoff hits ledge and then ultimately run laterally.

Dr. Rini asked Mr. Mack if he thought a dry well in that location would be unproductive and Mr. Mack responded that he thought it would be unproductive in that location.

Mr. Chagnon said it would be better to revise the roof drain connection to be constructed of perforated pipe so the runoff leaches out and has a chance to infiltrate.

Chair Stewart noted that no drain would be allowed in the garage and Mr. Chagnon noted this.

Chair Stewart summarized that the Commission recommends using perforated pipe from the roof leaders to the storm drain, pitch the lot to the swale across the street, do only limbing and leave roots and trees in place that currently exist, additional planting be added on the top of the lot instead of planting grass.

Dr. Rini asked if the runoff could be directed to the swale across the street instead of to the storm drain.

Mr. Chagnon said the swale is located 150 feet down the road and that would not be practical.

Chair Stewart reiterated that the Commission recommends having many plantings on the lot. He asked that those plantings be put in the plan.

Mr. Chagnon said he would speak to the owners and tell them the Commission's thoughts regarding the trees.

Chair Stewart asked that he advise the Commission of DES' ruling so the Commission will know what permits need to be filed.

Mr. Chagnon said he would copy the Commission on his letter to the DES and their response.

Chair Stewart asked if Mr. Chagnon would submit a set of final plans to the Commission.

Mr. Chagnon said he would submit a plan with the shoreland permit, which the Commission will receive a copy of.

Old business

1. Islander article –

Beth Hume reported that an article was not submitted from the Commission for the July issue of the Islander. She suggested that they submit an article which states prohibited invasive plants for the State of New Hampshire and further information regarding invasive plants. Ms. Hume suggested that the members decide ahead of time a list of articles to be submitted to the Islander and who would be responsible for each article. She noted that the deadline for article submission for the July issue was May 28<sup>th</sup>.

Ms. Hume said an article on landscaping with native plants would be a good subject for an article also.

Chair Stewart said that would be a good idea. He noted that people who remove invasive species from their property are left with the question of what to replace them with. Chair Stewart said a list of suggested plants would be very helpful.

Ms. Hume said she would work on this type of article.

Rebecca Audet suggested having an article about the use of neonicotinoids in plants. She said there is some evidence that this is harmful to bees.

Nancy Gulley noted that she had read an article regarding this issue. She said that there are companies involved in massive plantings for box stores that use this chemical to control weeds and during the growth cycle of the plants it gets absorbed and the bees absorb it when they go to the plants.

Dr. James Zuckerman noted that there has been a dramatic drop off of bees in North America, but there are many causes.

Ms. Gulley said it is believed that the use of this chemical is one of the major causes.

## 2. Loosestrife beetles and milkweed plugs update

Beth Hume said they acquired a list of people who volunteered to buy and help plant milkweed plugs. She said they need to decide where to plant the plugs and what preparation is needed.

Chair Stewart suggested that it may be an opportunity for more hours for the Common staff.

Tracy Degnan suggested that it may be a good project for the High School students looking for community service hours.

Lynn McCarthy asked when the plugs will arrive and Ms. Hume said they will be informed of the arrival date in a few days. She reported that the beetles will arrive on July 22<sup>nd</sup>. She said Ms. Degnan will identify locations where the beetles will be set free.

Ms. Degnan said she will work on tasks for the intern.

## **New Business**

### 1. Tracy Degnan from RCCD to review grant opportunities and invasive species

Chair Stewart suggested discussing the issue of treatment for invasive species at The Commons and other Town land. He said the Commission has discussed the use of "Roundup: and its effects. Chair Stewart said the Town has been trying to work through this issue and as part of that effort put off spraying last fall. He said there are pros and cons on both sides of the issue, but it seems there are clear indications that "Roundup" could cause problems at some point and it has been discussed if the Town should use it. Chair Stewart said the Commission discussed setting up a sub-committee to review the facts and said the suggestion of using burning rods has been discussed as an alternative

Chair Hume asked if that method kills the plant.

Chair Stewart noted that Piscataqua Landscaping uses it on some sites on the Island.

Dr. Zuckerman distributed a photo of the technique being used at the Gazebo next door to Town Hall two days ago by Piscataqua Landscaping employees. He said they told him that they use that method because it works immediately. Dr. Zuckerman said he also witnessed this technique being used in Denmark in several parks. He noted that "Roundup" is banned in Denmark. Dr. Zuckerman said he spoke with Sam Page this morning and he said he would be happy to help with educating residents on this issue or any other way that the Commission could use on this issue. Dr. Zuckerman noted that Sam Page is the retired Chief Toxicologist for the World Health Organization. He said he thinks it would be a positive step for the Town to send a message that "Roundup" is not ideal to use. Dr. Zuckerman said it is important to keep "Roundup" out of the water as it is an endocrine disrupter.

Chair Stewart said it would be helpful for the Town and Conservation Commission to take the information that has been compiled and decide how we want to move forward. He said it is approaching spring spraying time so there is an opportunity to do something that has not been done in the State before, which is to have the Town try these other methods to see if they work. Chair Stewart suggested selecting a couple of sample sites (with the help of Tracy Degnan) and purchasing the necessary equipment.

Ms. Hume asked if an applicator of the searing method needs to be licensed.

Chair Stewart said they do not need to be licensed but this method should be discussed with the Fire Department.

Chair Stewart said invasive control needs to be done and the options available are pulling, spraying or searing. He reiterated that there is evidence that suggests treatment with "Roundup" could be hazardous to frogs, butterflies and ground water.

Ms. Hume asked how they would deal with the issue of people using "Roundup" on private property.

Chair Stewart said they are discussing Town land only, not private property.

Rebecca Audet asked if "Roundup" is used on the school grounds.

Chair Stewart said he does not believe they use it.

Ms. McCarthy suggested trying the searing method.

Jim Rini said the searing method is not expensive and asked who would perform the work. He said that using the searing method even in areas where you are worried about fire would be fine if immediately after treating the area is watered.

Dr. Zuckerman said when the torch is used it dries out the stems and gets rid of what keeps the plant moist. He said it is very effective in eliminating the plant.

Dr. Rini said the searing and burning spreads throughout the plant very quickly and supposedly gets the roots as well.

Ms. Hume said that the swallow wart is coming up underneath the foundation of the church. She said it may be problematic spraying along an old wooden foundation and asked how the searing method would be used in that type of situation.

Dr. Zuckerman said he would not know how to apply in it that type of situation. He said the Town could hire someone to teach Town employees how to do it. Dr. Zuckerman said using this method would send a wonderful message to everyone. He said he would be proud of this move and it sends a very powerful message.

Brian Mack asked if the searing method will work on bittersweet.

Chair Stewart said the bittersweet should probably be cut first and then seared. He proposed doing a test case.

Tracy Degnan said she just walked the Common which has an issue with garlic mustard. She said that the DPW composting area has a large amount of garlic mustard that was not there last year. Ms. Degnan said the garlic mustard is easy to pull, but needs to be pulled within a week.

Chair Stewart asked what to do with the garlic mustard after it is pulled.

Ms. Degnan said the garlic mustard would need to dry so it could be placed in a black bag and left in the sun.

Chair Stewart asked if the Common staff would be available to pull garlic mustard for the Commission.

Dave McGuckin said the staff is busy cutting grass, trimming trees, and clearing the area behind the fence.

Ms. Degnan said she walked the Common and where black swallow wart was pulled last year is in good shape. She said it was a very labor intensive effort that consisted of pulling and burning. Ms. Degnan also reported that the compost area is where the garlic mustard is dense and people are using the compost which has rosettes of garlic mustard. She said the compost needs to be cleaned out.

Dave McGuckin said the compost is supposed to sit for three years before being used; after that it is brought to the area with the screens. He asked if the Town should stop allowing residents to use the loam from the compost area due to the garlic mustard issue. He asked if the big compost pile could be treated so that by the time it becomes loam and is moved to the road for consumer use it would be acceptable.

Ms. Degnan said that would work as long as the process is adhered to.

Lynn McCarthy suggested using large black tarps to suffocate and bake the garlic mustard in the compost pile.

Ms. Degnan said that would be worth trying as a method of treatment.

Ms. Degnan said that the pitch pine area looks good. She said there are several bittersweet saplings coming up and a little bit of black swallow which need to be either pulled or seared. Ms. Degnan said this may be an area that could be used as a pilot area for the searing technique. She also reported that the dune has some swallow wart, but there is a lot of milkweed coming in which is nice on the dune. Ms. Degnan said there is some poison ivy by Bull Toad Pond and some small bits of phragmites and black swallow wart closer to the pond. She reported that Field Five has sprigs of swallow wort, bittersweet, buck thorn and jewel weed along the path. Ms. Degnan said that needs to be addressed and would require volunteers.



Rebecca Audet said that she met with the Chair of the Science Department at Portsmouth High School last week who said they have students who are looking for service opportunities. She said this may be a good opportunity for them. Ms. Audet said she would reach out to the Chair.

Ms. Degnan said that purchasing a torch and trying it in specific locations (such as the Common) would be useful, as well as utilizing the Green Team and the High School students. She said it may be helpful to see if any of the DPW staff would want to be trained with the torch.

Chair Stewart asked Mr. McGuckin if there is Common staff that would like to work extra hours to pull invasive species if they were trained by and paid from the Commission budget.

Mr. McGuckin said if the Commission was willing to pay from their budget he would inquire who on the staff is available to work extra hours.

Ms. Hume suggested inquiring about the possibility of the High School students volunteering as well.

Lynn McCarthy said volunteers are good but it would be a good use of the Commission funds to pay for staff to pull invasives.

Mr. McGuckin asked if they would need two people for two days.

Chair Stewart suggested that it would take approximately 35 man hours across a few volunteers and a member of the Commission to train the staff.

Mr. McGuckin said he would check on this. He asked if the loam pile can still be used by residents.

Chair Stewart suggested pulling the garlic mustard from the pile and then using black tarps to dry it out.

Mr. McGuckin said the one pile is active and covering it would be problematic.

Chair Stewart suggested covering the two and three year piles and only work from the one year pile.

Mr. McGuckin said he would look into this as well.

Mr. McGuckin asked if this process would allow residents to still use the loam and Chair Stewart responded that it would.

Dr. Rini cautioned not to burn the poison ivy.

Ms. Degnan suggested using both the staff and the high school kids and starting the work as soon as possible.

Ms. McCarthy suggested setting a date for the Green Team.

Ms. Degnan suggested purchasing one or two propane rods. She said RCCD has an intern that could be trained on the use of the torch. She suggested setting up a pilot program in an area such as Lavenger Creek and use a couple different approaches. Ms. Degnan said she could put together a grant proposal to include this approach as well as work on outreach on fertilizer reduction contributing to the health of the salt marsh. She said additional Public Relations from not using herbicides and learning how to take better care of your own yard to promote health of the salt marsh would be beneficial.

Ms. Hume said an article on the use of the propane torches would be good for the Islander. She said this could include the benefit of it and what to do and what not to do.

Dr. Zuckerman said the searing and charring of the vulnerable parts of the plants makes this method very effective. He said it would be helpful to get an expert to discuss the use of this method. Dr. Zuckerman said he would ask Sam Page to recommend someone. He said that Dr. Page would be willing to participate in the sub-committee studying alternative methods to "Roundup".

Chair Stewart suggested that the sub-committee shift from fact finding to implementing different methods to control invasive species. He noted that Rebecca Audet and Jim Rini are interested in working on the group.

Dr. Zuckerman said the searing method is safe, practical and effective. He suggested getting input from the Fire Department.

Chair Stewart proposed working with Ms. Degnan and the Fire Department to choose a property to use as test areas for the "torch" searing technique.

Ms. Hume said that Mr. McGuckin should check with the DPW staff about their availability to pull invasives this week.

Chair Stewart said that a tarp should also be utilized for the loam piles. He said if it is possible to tie the invasive work with the propane torch at Lavenger Creek with some publicity and funding from an IPM grant that would be helpful.

Ms. Degnan said she envisions targeting sites where invasives are spotty so it is obvious to see the difference as well as some hot spots at Lavenger Creek.

Ms. Degnan suggested getting approval from private property owners to cut phragmites on their property at Lavenger Creek. She said perhaps the intern could assist with this process.

Chair Stewart asked Ms. Degnan to provide the Commission with a proposal regarding costs if RCCD were to perform the work.

Ms. Hume said there is money left in this year's budget.

Chair Stewart said there are funds left and paying for staff to pull invasives at the Common and phragmites is a good use of it.

Dr. Zuckerman asked if the Commission will suspend using "Roundup" at the Common.

Chair Stewart said the members will take a vote on that issue.

*Jim Rini MOVED to have the Conservation Commission temporarily put the usage of glyphosate ("Roundup") in abeyance for Town property while waiting for results from a torch searing program; this was SECONDED by Bill Stewart and APPROVED unanimously.*

Mr. McGuckin asked how this decision would be communicated. Chair Stewart said he will report to the Selectmen and tell them about the vote of the Commission members. He said the Selectmen can then decide how they wish to proceed.

Mr. McGuckin asked the members how they would feel if the Town used up the “Roundup” they have left.

Chair Stewart said it would be better to try other options as a solution. He said it will be challenging.

Ms. Audet suggested also using vinegar as an option.

Ms. Gulley said she read an article about using cider vinegar and Epsom salt.

Chair Stewart said they need to determine if there is staff available for Ms. Degnan to train. He said that Ms. Degnan will look at grant opportunities and potential sites to explore the searing technique and give the Commission an estimate on the cost of cutting phragmites at Lavenger Creek.

Ms. Degnan said she would like to map the phragmites at Lavenger Creek with GPS and will gauge the cost based on that information.

Chair Stewart said the three areas he thinks would be good to look at are: the end of Abigail Lane, Quarter Deck Lane and Wentworth Road.

Ms. Degnan said proposing different alternatives to treat the invasives naturally should make for a good funding request.

Chair Stewart summarized that Jim Rini will help to coordinate the searing effort with the Fire Department and that Rebecca Audet will work with Ms. Degnan to identify sites and communicate that information to Jim Rini and Sam Page.

Chair Stewart said he will go to the Select Board and inform them of the vote taken regarding the use of “Roundup” and discuss the pilot program and ask for their feedback.

Chair Stewart said that Ms. Hume will coordinate the effort with an article for the Islander.

### **Announcements:**

#### UNH Intern:

Lynn McCarthy announced that the Commission will have the use of a UNH intern for two weeks beginning on June 20<sup>th</sup>. She said the intern will be at the July meeting of the Commission. Ms. McCarthy suggested that the intern could assist with the mapping of invasive species on the Island and create a database of landscapers on the Island.

Tracy Degnan said there would be some opportunities for the intern with regard to invasive species work. She suggested that the intern would be helpful with the releasing of the beetles, planting of the milkweed plugs and invasive removal. Ms. Degnan asked about the process to be used to map the invasives. She noted that many of the invasives on the Island are on private property. Ms. Degnan said she would work with Ms. McCarthy to fine tune the work load of the intern.

#### Rockingham Planning Commission Annual Dinner:

Chair Stewart reported that the Rockingham Commission will be holding their Annual Dinner on June 11<sup>th</sup>.

#### Schedule Next Meeting of the Conservation Commission:

The members scheduled the July meeting for July 1<sup>st</sup> and said they will set the August meeting date (if needed) at the July meeting.

Possible DES Wetland Violation:

Chair Stewart reported that a possible DES wetland violation has been reported to them. He said it has been reported that the property at 133 Little Harbor Road has had bushes removed and sod and flower beds planted up to the edge of the beach and in the rocks on the beach. He said photos were sent to him regarding this violation and he subsequently forwarded the photos to Frank Richardson at DES along with a letter describing the situation. He said he would also forward a copy of the email to Don Graves, New Castle Building Inspector, so he is aware of the situation. Chair Stewart said he would inform the members, the Select Board and Don Graves of the response from DES.

Monarch Poster Information:

Beth Hume noted that she has a poster regarding the monarch butterfly and milkweed as well as handouts regarding this issue. She suggested having a table at the library with that information available and a sign-up sheet for volunteering.

The members agreed this would be a good idea.

Renewing Membership:

Jim Rini said that Chair Stewart sent an email reminding some of the members that they need to renew their membership. He said he is thinking about not renewing his membership but wishes to discuss a couple of points.

He suggested that the minutes be sent to the members sooner than they currently are (within seven days of the meeting date), the meetings be streamlined and that some work be done "offline", information from Tracy Degan be discussed one on one with the Chair and then summarized at the meetings, and communicate information with the members during the month via email so the members can come to the meetings informed and prepared.

Ms. Hume noted that the Town Office has mentioned that the meeting agenda needs to be posted one week prior to the meeting.

Brian Mack requested that the meetings begin on time (4 pm).

Chair Stewart said they would work on these suggestions.

Adjourn:

*Nancy Gulley MOVED to adjourn the June 3, 2014 meeting of the New Castle Conservation Commission at 6:12 pm; this was SECONDED by Jim Rini and APPROVED unanimously.*

Respectfully submitted by,

Sue Lucius, Secretary to the New Castle Conservation Commission