

Town of North Hampton Conservation Commission

Subcommittee on Easements

Minutes of Meeting (DRAFT)

September 29, 2015

Town Hall

**Administrative Roll Call**

The meeting was called to order at 7:23 pm. Present were Chris Ganotis (Conservation Commission Chair), Andrew Vorkink (Subcommittee Chair), Kathy Grant, Lisa Wilson and Philip Thayer, constituting a quorum. The meeting was duly posted at four locations – the Town Hall, the Town Offices, the Library and the Town Website.

**Consideration of Minutes of Meeting of June 9, 2015**

After review of the draft minutes of the June 9, 2015 meeting, **a motion was made by Chris Ganotis, seconded by Kathy Grant**, to accept the minutes as drafted. **The motion carried by unanimous vote.**

**Old Business**

**Update on easement database and discussion of work program**

The meeting was devoted to continue to discuss the work plan for the Subcommittee adopted at its meeting of March 31, 2015. Discussion centered around the revised database of conservation easements which with a few updates is ready to be loaded on the Commission's website in PDF format. Most of the discussion involved updating information on parcels of land subject to easements, including those purchased by the Town under the North Hampton Forever initiative and improving information from the original database prepared by Chris Kane in 2007. Discussion also focused on engaging legal counsel to correct deeds for parcels owned by the town where easements have not yet been recorded and completing the recording for such deeds. Discussion also reviewed recent steps to improve communications about easements including approval by the Commission of a complaint form to be loaded in the web, the recent directive by the town administrator to department heads concerning easement parcels and the addition of blue tags on property files in the town offices signifying that such properties are subject to easements. Discussion was also held on prioritizing parcels for which the Town is the grantee of the easement so that a monitoring program can begin to be put in place. A next step will be identifying those parcels by size so a list for monitoring, including by outside entities, can be approved. It was also discussed what changes to the website are needed to add the database, the complaint form and the list of members and alternates.

There being no further business to discuss, **a motion was made by Chris Ganotis, duly seconded by Kathy Grant, to adjourn the meeting. The motion passed unanimously.** The meeting adjourned at 8:38pm.

Andrew Vorkink, Subcommittee Chair

**These minutes were prepared within five (5) business days as required by NH RSA 2, 11 and will be final only when approved at a subsequent meeting of the Subcommittee.**