



## **Town of Sandown , NH**

### **Conservation Commission May 31, 2012**

**Date:** May 31, 2012

**Place:** Sandown Town Hall

**Members Present:** Pam Merrill Solomon-Chair, Brian Butler, Mark Traeger, Paul Carey

**Absent:** Samantha Borbone, Scott Burt

**Selectmen Liaison:** Mr. Hans Nicolaisen: Present

**Environmental Consultant:** Mr. Gerry Miller, Certified Wetlands Scientist: Absent

**Annual Fishing Derby Chair:** Mrs. Heidi Chaput: Absent

**Opening:** Ms. Merrill Solomon opened the meeting at 6:39 p.m.

Ms. Merrill Solomon noted they received an invoice from Pete's Sewer for the portable toilets for the fishing derby.

**MOTION:** Mr. Butler made a motion to pay \$80 to Pete's Sewer out of the Conservation checking account. Mr. Carey seconded the motion. All members voted unanimously in favor. The motion passed.

Ms. Merrill Solomon also noted they received an invoice from the town attorney for \$51 for their conversation with Keith Britton.

**MOTION:** Mr. Traeger made a motion to pay \$51 to the attorney out of the Conservation fund. Mr. Butler seconded the motion. All members voted unanimously in favor. The motion passed.

#### **Approval of 5/10/12 Minutes**

**MOTION:** Mr. Carey made a motion to accept the 5/10/12 minutes as written. Mr. Traeger seconded the motion. All members voted unanimously in favor. The motion passed.

#### **Mark Havesh – Conservation Website**

Ms. Merrill Solomon updated members on the meeting she had with Mr. Havesh regarding updates to the website.

Mr. Carey questioned the increased costs for the email accounts and data storage. Mr. Havesh noted there were accounts that didn't delete emails which took up a lot of storage. Mr. Havesh purchased more memory because of that. He noted he should have contacted the Commission before he did that and noted the increased cost was \$10/year.

Ms. Merrill Solomon requested going forward if Mr. Havesh could monitor mailboxes and notify the Commission when someone was close to exceeding their storage limit.

Mr. Havesh noted that some of the requested changes Ms. Merrill Solomon made were out-of-scope of the maintenance contract and would qualify as a redesign of the website.

Mr. Havesh noted that all costs have gone up. His invoice was for \$700 which was for work done March 2011-March 2012.

Ms. Merrill Solomon reviewed her requested changes.

Mr. Havesh noted that if they could keep the number of tabs on the homepage the same, then it would be a small revision. He clarified that any change made to navigation, needed to be made on every page in the site.

Mr. Carey suggested that the Commission compile a list of changes they would like to see, forward that list to Mr. Havesh so he can provide an estimate.

Mr. Carey also suggested that Mr. Havesh invoice them twice a year, possibly April 1st and September 1st. He noted it would be easier for the budget committee to include those costs into the annual budget.

Mr. Havesh apologized to the Commission for not making them aware of the cost increases sooner.

Mr. Carey suggested that Mr. Havesh send them another invoice for 2012 and 2013 combined so when they meet with the budget committee in the fall, they can have the appropriate funds put back into their budget and they would be paying for work done that year, not the previous year.

**MOTION:** Mr. Carey made a motion to pay for the 2011 invoice from Mark Havesh out of the education and awareness fund. Mr. Traeger seconded that motion. All members voted unanimously in favor. The motion passed.

Mr. Havesh requested that Ms. Merrill Solomon send him an email with all requested changes as well as an email requesting invoices for 2012 and 2013.

#### **Non-Public Meeting**

**MOTION:** Mr. Carey made a motion to go into a Non-Public Meeting according to RSA: 91: A: 3 II d. Mr. Butler seconded the motion. Members voted in the affirmative. The motion passed.

Members came out of the Non- Public Meeting and stated that they sealed the Non-Public Minutes.

*Roll Call:* Ms. Merrill Solomon, Mr. Butler, Mr. Traeger, Mr. Carey, Mr. Nicolaisen

#### **Community Garden**

Mr. Butler gave the Commission an update on the garden. He noted that he had \$20 in cash and 6 checks that he would like deposited into the checking account.

**MOTION:** Mr. Carey made a motion to accept the donations for the community garden. Mr. Traeger seconded the motion. All members voted unanimously in the affirmative. The motion passed.

#### **Louis Guarino – Eagle Scout Project**

Ms. Merrill Solomon noted he was not able to attend the meeting, but sent an update. She noted he is in the process of fundraising by selling concessions at the soccer fields on Saturdays.

#### **Other Business**

Ms. Merrill Solomon noted that Mike Devine from the highway department mowed the lawn at the red barn. She noted it took him eight hours to complete. He also unclogged the control structure for the pond and lowered the water level by approximately 16 inches. She noted that was on the list for the person who was doing the 40-hours of volunteer work, so they no longer need him to complete that item.

Mr. Butler would like to use the brush hog to trim the community garden and reestablish the entrance to the red trail at the town forest.

Mr. Nicolaisen noted that the back of the red barn was in serious need of repairs.

**Correspondence**

The commission received an invitation from RPC for their annual meeting as well as from the SE Land Trust for their celebration of 1,100 acres of land conserved.

Members discussed having the next meeting on June 28th since they would not have quorum on the 14th.

**MOTION:** Mr. Traeger made a motion to adjourn. Mr. Butler seconded the motion. All members voted unanimously in favor. The motion passed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea Cairns".

Andrea Cairns, Recording Secretary