

**Pembroke Conservation Commission
Minutes of January 8, 2007**

Note: CC is used in the minutes as an abbreviation for the Conservation Commission.

Attendance and Roll Call

Present: Janet Anderson, Lea Anne Atwell, Carol Bertsimas, Ammy Heiser, Stetson Heiser, Brian Tufts (BOS Representative), and Ayn Whytemare.

Excused: Stetson Heiser

The meeting was called to order by Kevin Gagne at 7:10 pm. Kevin appointed Janet Anderson to vote in place of Stetson. John Harrington is resigning as a Planning Board member, and the CC will have a new Planning Board representative appointed.

Major Subdivision Application Map 937 Lot 7, located at 424 North Pembroke Road:

The applicant, Stephen Cormier, proposes to develop the parcel as an Open Space Subdivision with 11 single-family residential lots, a new cul-de-sac road, and 31.6 acres of open space. The Homeowner's Association would own the underlying land, and a conservation easement would be given to the Town.

Kevin Leonard from Northpoint Engineering, LLC made a presentation to follow-up from last Saturday's (January 6, 2007) site walk and to discuss wetlands impacts.

During our Site walk, access to the conservation easement area was discussed. An existing footbridge and trail is at the end of what would become the private access road for the community water supply system. Mr. Leonard indicated that they would revise their existing proposal and widen the conservation easement area by approximately 40 feet along the northeastern portion. This proposed expansion would allow for access to the Conservation easement area along that piece, avoiding sensitive areas along Ames Brook, and tie into the existing trail access. The applicant intends to incorporate a pedestrian footbridge across Ames Brook as well. The applicant will also be required to prepare a baseline report prior to the Town accepting the easement.

The individual home lots have not been sold. The applicant will make a presentation to the Planning Board on January 23, 2007. The Town Growth Ordinance is currently in-place, which limits development to five houses per year.

The general feeling from the CC is that this area is a great piece of land for conservation purposes, and that the layout for the development has been done well. Discussion took place about contacting the abutting landowner to the west (Haggert) to expand the conservation easement area. Discussion also took place regarding providing homeowners with information regarding lawn care and maintenance and wetlands impacts. The CC can contact new homeowners with this information as the lots are sold.

Seven wetlands would be impacted as part of the road improvements. One wetlands impact is along North Pembroke Road at the entrance to the subdivision. An existing culvert underneath the North Pembroke Road would be replaced with a larger culvert, per Public Works requirements. The applicant completed a drainage study to model the increase in flow from the increase in culvert size in this area, as well as from the subdivision development as a whole. Other wetland impacts would result from construction of several driveways and the cul-de-sac. A total of 2,938 square feet of wetlands will be impacted. The CC agreed to sign the Wetlands Application, which the applicant needs to proceed with the application. Carol made a motion to sign the Wetlands Application as submitted. Ayn seconded the motion. All in favor.

Since John Harrington resigned from the Planning Board and is no longer on the CC, it would be helpful if CC members attend upcoming Planning Board meetings to communicate opinions of the CC to the Planning Board. The Planning Board will be having a public hearing on Open Space Subdivision guidelines on January 9, 2007 at 7 pm. The guidelines have come under some criticism, and it would be beneficial for the Planning Board to hear that the CC supports Open Space Subdivisions. It would also be helpful if someone from the CC could attend the meeting on January 23, 2007 when the applicant makes the presentation.. Ayn made a motion for Kevin to be a representative for the CC at the Planning Board hearings on the zoning changes for Open Space subdivisions and for the subdivision application. Janet seconded. All in favor.

Conservation Land: Several items were discussed with regards to Conservation Lands.

- The paperwork for Scripture, Girard, Gamlin, and Brittany is outstanding. Kevin will post signs on the Brittany property this coming weekend.
- Carol will post easement signs on the Scripture property this month.
- Paperwork should be completed this month, so the CC can have a complete list of our conservation easements / lands for our upcoming planning meeting.
- Kevin was at the Whittemore property this past weekend, and several of the signs have been knocked over.
- Laura will send follow up letters to those violators that were noted along the White Sands property.
- Laura wants to send out letters to all property owners who abut Conservation lands, reminding them that they abut Conservation land.
- Stetson will try to remove the sign at White Sands this month.

Meeting Minutes Review and Approval: Minutes from the December 11, 2006 meeting were reviewed. Several corrections should be made: Ayn corrected the spelling of Whittemore on page 2; Laura correct wording on page 1 regarding waiver for cul-de-sac; and Carol corrected the spelling of Garmin GPS units on 3.

Ammy made motion to approve minutes as amended. Carol seconded. All in favor.

2006 Year End Reports: Summary articles have been request from the CC for both the Central New Hampshire Regional Planning Commission (CNHRPC) R2C2 Newsletter and the Town Report for Pembroke. Kevin will write articles for both of these outlining what the CC accomplished in 2006. Accomplishments in 2006 included:

- Adopted Land Use Criteria;

- Accepted AGNE Conservation Easement; baseline documentation and posted signage on 11 acre Wildlife Conservation Easement;
- Completed easement monitoring of all properties;
- Adopted new Rules of Procedure;
- Evaluated three potential conservation parcels;
- Clean up of White Sands, (special thank-you to the letterboxes and Sal's Pizza, residents and neighbors); and
- Identified several encroachments on Town Conservation properties.

New Conservation Land Signs: Laura suggested buying smaller signs to post on trees. The signs are cheaper and can be nailed directly into trees. The CC decided the signs would be helpful and would like white signs, with red lettering saying "Town of Pembroke Conservation Land", and a small picture of a tree with a river.

Ayn make a motion to buy 1,000 signs as described above. Ammy seconded the motion. All in favor.

Work Session Agenda Items: The CC will have a Work Session meeting on January 22, 2007 at 7 pm. Work Session agenda items should include preparation / education regarding the Land Use Change Tax (LUCT) and proposed changes that will be on the agenda at the Town Meeting. A brochure or poster would be good ways to present information to the public prior to the meeting.

ACTION ITEM: Laura will pull together educational materials for the CC about LUCT, what other towns have done

Correspondence: Correspondence regarding the proposed Open Space Subdivision on North Pembroke Road was included. A letter from Laura to the Planning Board indicating outstanding materials (as of December 12, 2006) for the proposed project and a letter from Laura to Kevin Leonard regarding postponement of the Planning Board application were included.

In addition, the following correspondence was included in our packets: request for articles for the CNHRPC R2C2 newsletter and the 2006 Town Report; and flyers for the upcoming Land Resources Management Workshop, the 2007 Land Conservation Coalition Meeting, and the Town of Allenstown Selectmen's Meeting. Ammy indicated that Stetson would like to attend the workshop and the coalition meeting. Laura is attending the coalition meeting.

Miscellaneous Items: John Harrington is resigning from the Planning Board, and a new Planning Board Representative to the CC will need to be appointed.

Adjournment: Ammy made a motion to adjourn the meeting at approximately 9 pm. Lea Anne seconded. All in favor.

Respectfully Submitted By: Lea Anne Atwell – CC member