

**PEMBROKE CONSERVATION COMMISSION (CC)
Final Minutes of September 14, 2009 Meeting**

Present: Carol Bertsimas, Vice-Chair; Ammy Heiser, Chair; Fred Kline, Board of Selectman (BOS) Representative; Brian Mrazik, Secretary; Jeff White, Planning Board (PB) Representative; and Ayn Whytemare.

Not Present: Lea Anne Atwell and Stetson Heiser.

Others Present: Vanessa Bittermann, Central New Hampshire Regional Planning Commission (CNHRPC).

1. Call to Order – Ammy called the meeting to order at 7:07 pm.

2. CTAP Open Space Planning Program.

- a. Old Home Day Recap** - Jeff assisted Ayn in setting up the booth and manned the booth in the morning. Brian manned the booth during the afternoon. Approximately 50 people visited the booth prior to 3:15 PM when a thunderstorm curtailed most of the exhibits. Approximately 25 people were provided with copies of the open space survey and web-site information and were encouraged to complete the survey on-line. The map of Town conservation lands was very effective in generating interest at the booth. **ACTION ITEM:** Ammy noted that the map did not include some of the newer conservation areas (e.g. the Ames Brook property) and agreed to provide Vanessa with a copy highlighting the new areas. Vanessa will update the digital file. Ayn suggested that the CC sponsor several open-space events each year to generate enthusiasm for conservation. Ayn also suggested the possible use of free web-based services (e.g. a Facebook page) for advertising CC activities and events.
- b. Town Newsletter Inserts** – Jeff contacted Linda Williams about inclusion of the Open Space Committee (OSC) article and the open space survey in the newsletter. The survey will be included as a tear-out tri-fold. The CC agreed on the following: 1. Jeff will be the email contact, identified in the article, for volunteers and other interested persons; 2. the article and survey form will include a deadline for response that is 10-15 days subsequent to the issuance of the newsletter; and 3. the timeframe of activity for the OSC, as identified in the article, will be changed to November - February. **ACTION ITEMS:** Jeff will make the needed changes to the article and Vanessa will make the necessary changes to the survey form. Both items will be emailed to Linda Williams in MS Word format by September 15.
- c. Open Space Survey and Open Space Committee** – Jeff noted that to maintain the latest OSC meeting schedule, members would have to be selected prior to the November CC meeting. The CC agreed to conduct the selection process via email. The CC agreed to ask David Jodoin to circulate the web-link for the open space survey page to his Town contacts via email. **ACTION ITEM:** Vanessa agreed to email David and provide the link.

3. Hillman Parcel Acquisition, 553 Buck St.

- a. Five Rivers Site Visit** – Ammy and Stetson led Chuck Knox and Sarah Pillsbury (Five Rivers Conservation Land Trust) on a site walk of the Hillman parcel on August 24. Their reaction was positive regarding the likelihood of Five Rivers serving as the easement holder for the property. Stetson took pictures to send to the Five Rivers Board of Directors for their meeting next week when the Pembroke proposal is up for consideration.
- b. Easement Language** –The Conservation Easement Deed language has to be finalized and returned to NRCS by September 30. NRCS previously provided a template for the easement deed. However, if Five Rivers agrees to hold the easement for the Hillman parcel, their easement language will be used. Ammy noted that the CC will need a review of the proposed final easement language by the Town lawyer prior to submission to NRCS. Ayn made a motion that the CC authorize the expenditure of CC funds for Jae Whitelaw to conduct a final review of the easement document. Carol seconded. Six votes in favor, none opposed. The motion passed.
- c. Next Steps** - The next step in the acquisition process is to obtain an appraisal of the 42-acre parcel, using an appraiser approved by USDA-NRCS. **ACTION ITEM:** Stetson will contact appraisers for bids next week. The property owners will need to have the property surveyed and work with the PB to apply for a subdivision to exclude the two acres being held for the residence.

4. CC 2010 Budget – Jeff moved that the CC approve a budget request of \$1,175 (a \$25 increase over FY-09) for FY-2010. Carol seconded. Six votes in favor, none opposed. The motion passed. The proposed 2010 budget is broken down as follows:

Dues and Subscriptions	\$ 325
Printing	\$ 100
Meetings and Conferences	\$ 350
Supplies	\$ 225
Postage	\$ 175

5. Review and Approve Minutes – August 10th Meeting & Public Hearing – Jeff motioned that the draft minutes be approved without correction. Carol seconded. Six votes in favor, none opposed. The motion passed.

6. Conservation Land Updates

- a. White Sands** – The CC agreed with Jeff’s recommendation that the “No Motorized Access” sign be placed on the utility pole closest to the access-road gate. Jeff raised a question regarding snowmobile access and the possibility of placing a gate on the other end of the access road. Ammy cited the existing CC policy statement which permits snowmobile usage only on trails so-designated. The CC decided to table any further discussion of a second gate, with possible reconsideration in the future should the need become evident.

- b. **Ames Brook** –Kevin Krebbs’ report on his July site visit was postponed until the October 12th CC meeting.
- c. **Brittany** – This property has not been monitored this year. **ACTION ITEM:** Ayn agreed to pursue the involvement of Cub Scout Pack 270 in the monitoring effort for this property.

7. Application Reviews for Planning Board

- a. **Map 561 Lot 12, Airgas** - The PB requested that the CC comment on a minor site plan to change a fence line, add a shed, and relocate gas cylinders currently stored on the property. The CC will reply that no comment is necessary since there is no proposed change in the amount of material being stored.
 - b. **Map 632 Lot 18-2, Green Mountain Communications** – This is a minor site plan to create more parking area. The plan meets state stormwater requirements, so the CC will reply that no comment is necessary.
8. **Computer and GIS Software Purchase** – Ammy expressed concern that Lea Anne may be moving from Pembroke, which would leave the CC without any GIS expertise. The CC agreed to table further discussion and decision-making on these items.
9. **Pine Grove Appraisal** – The property owner, Steve Fowler, has decided to withhold part of the parcel originally proposed for inclusion in a conservation easement. Therefore, a subdivision will be required. **ACTION ITEM:** Stetson will follow up with the appraiser, Tim Daniels.

10. Mail and Correspondence

- a. Ammy read a letter from Governor John Lynch congratulating the CC for its successful application for Federal funding for the Hillman conservation project.
 - b. NHDES copied the CC on two infraction notices regarding logging activities on Map 260, Lot 40 on 6th Range Road. The infractions involved vehicular damage to wetlands and the placement of slash in wetlands without permits.
 - c. NHDES copied the CC on a notice to Silver Hill Development Corp. (Map 559) that their application is complete. The CC has until October 6 to submit any comments. Tim Bernier from Silver Hill contacted Ammy regarding a possible meeting with the CC to discuss this project. Ayn observed recent vegetation stripping on this property adjacent to North Pembroke Road, raising concern for erosion of the steep hillside. **ACTION ITEM:** Ayn will contact Tim Bernier regarding this issue and the need for a meeting with the CC.
11. **Adjournment:** Jeff made a motion to adjourn the meeting at 9:25 PM. Carol seconded. Six voted in favor, none opposed. The motion carried.

Submitted by Brian Mrazik, Secretary.
Next Meeting – October 12, 2009