

**PEMBROKE CONSERVATION COMMISSION (CC)**  
**Approved Minutes of December 14, 2009 Meeting**

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

**Not Present:** none.

**Others Present:** none.

1. **Call to Order** – Ammy called the meeting to order at 7:05 pm.
2. **CTAP Open Space Planning Program.**
  - a. **Open Space Survey Update** – Vanessa Bittermann, Central New Hampshire Regional Planning Commission (CNHRPC), emailed Ammy regarding the status of the survey. She has been entering completed hard-copy survey forms into the on-line system and reports that 56 are now completed. **ACTION ITEM:** Ammy provided an additional 10 hard copies to Jeff who will enter them on-line, for a total of 66.
  - b. **Open Space Committee** – A total of 20 people have volunteered for membership on the OSC. The CC agreed that the first meeting should be set for Wednesday January 13. All volunteers will be invited to attend. At the meeting, a 15 minute introduction will be provided by the CC on Pembroke's conservation program and ways that people can get involved, including stewardship for individual conservation properties. During the meeting, the final membership of the OSC will be determined, which may include more than the originally targeted number of 6. **ACTION ITEM:** Jeff will email all volunteers, including Norm Provencher, and advise them of the meeting date, time, and location.
3. **Hillman Parcel Acquisition, 553 Buck St.** – Ammy reported that a site visit, including a hazardous materials assessment, was scheduled for December 9, to include representatives from USDA-NRCS, the Five Rivers Conservation Land Trust (FRCLT), the property owners, and the CC. The visit was cancelled due to the weather and will be rescheduled at a later time.

Ryan DuBois from NRCS has been assigned as the case manager for the project.

Much of the effort over the past month has focused on easement language which would be acceptable to both NRCS and FRCLT. Jae Whitelaw reviewed both the FRCLT and NRCS templates. In order to expedite the process, FRCLT has agreed to accept the NRCS template without change.

Three appraisers approved by NRCS were contacted for cost estimates. One, Sherry Browning, has experience with other Farm and Ranch Protection Program (NHFRPP) projects and has agreed to provide a preliminary appraisal, in the form of an opinion letter, for a cost of \$1,500. This would provide a preliminary estimate by January 1 which could be presented to the BOS and the landowners for review. This cost would be applied toward a

final appraisal, to be prepared under Uniform Standards of Professional Appraisal Practice guidelines (estimated cost of \$2,500 - \$4,000), if all parties agree to proceed. A final appraisal would be completed in February or March. Ayn motioned that the CC proceed to obtain the opinion letter and expend \$1,500 from Land Use Change Tax funds for this purpose. Lea Anne seconded. 8 votes in favor, none opposed. The motion passed. Ammy has scheduled a meeting on Friday, between Sherry Browning and the landowners, to view the property.

#### **4. Review and Approve Minutes – September 14, October 12 and November 9.**

- a. September 14** – Sections 4 & 5: References to ‘Kevin’ should be changed to ‘Jeff’ (White). Ayn moved that the minutes be approved with this change. Jeff seconded. 6 voted in favor, 2 abstained (Stetson and Lea Anne were not at the meeting), none opposed. The motion passed.
- b. October 12** – Section 3a: The sentence ‘Vanessa could not make the meeting.’ should be deleted. Section 3b: the phrase ‘pushed out until’ should be changed to ‘delayed’. Section 9: ‘permit’ should be changed to ‘permanent’. Stetson moved that the minutes be approved with these changes. Ayn seconded. 4 votes in favor, 4 abstained (Brian, Fred, Jeff and Ayn were not at the meeting), none opposed. The motion passed.
- c. November 9** – The minutes need to note that Ayn left prior to the vote approving the minutes of October 31 and that the vote should indicate 5 in favor instead of 6. Carol moved that the minutes be approved with this change. Stetson seconded. 6 votes in favor, 2 abstained (Jeff and Fred were not at the meeting), none opposed. The motion passed.

#### **5. Conservation Land Updates**

- a. White Sands** – No new information. Jeff noted that the entranceway on Whittemore property, across from the Plasawa parking lot, remains as the last open vehicle access to White Sands. Jeff also noted that many tires had been dumped on the Whittemore property. Since the entrance is wide, boulders and a gate would be required to control it.
- b. Belfry Court** – No new information. **ACTION ITEM:** Ayn will invite David Carroll, author of the Swampwalker’s Journal, to assist in looking for spotted turtles on the property.
- c. Girard** – **ACTION ITEM:** Ammy will attend the January meeting of the “Meet Me in Suncook” Committee to discuss placement of a plaque on the site to commemorate its association with a visit by Robert Frost.
- d. Associated Grocers** – Stetson and Brian monitored this site and conducted a GPS survey on November 10. Stetson contacted NHDES regarding their letter to AG and resolved the outstanding issues. Stetson mailed copies of the monitoring reports to NHDES and notified Mike Bergoin (AG) that the problem has been addressed.
- e. Ames Brook** – Carol placed CC signs at the 7<sup>th</sup> Range Road entrance and at the bridge where recreational vehicles have been crossing the stream. Carol noted that the easement boundary along Ames Brook is not well defined. **ACTION ITEMS:** Carol agreed to

contact Dennis Aubin to obtain information on the boundary locations and discuss the need for boundary markers. Ammy will send Dennis' email to Carol.

- f. **Bragfield Pond** – Brian reported that he conducted a GPS survey of this property on November 20. Data files have been put on a CD and placed in the site folder.
6. **NHDES Notices** – The CC received copies of three letters issued by NHDES. Two were in regard to the unpermitted wetlands crossings for logging operations along 6<sup>th</sup> Range Road and another was a request to Silver Hill Development Corporation for more information regarding their Alteration of Terrain permit application.
7. **Range Roads Discussion** – Brian reported that he emailed the Legal Services Department at the Local Government Center ([legal\\_inquiries@nhlgc.org](mailto:legal_inquiries@nhlgc.org)) on behalf of the CC to request legal opinions on whether the Town had the authority to adopt a permit system to limit motorized vehicle access to Class VI range roads and whether fees could be charged for such permits. The email suggested that the review be conducted by David Connell based on his previous research for his article on rangeway ownership in the September 2008 edition of New Hampshire Town and City. Due to the legal research required, and the upcoming holidays, an answer is not expected for a couple of weeks. **ACTION ITEM:** Brian will contact the Local Government Center by telephone if a reply is not received within two weeks.
8. **Cavallaro Property** – Stetson called Kathy Cavallaro to inquire as to what portion of their property located at 221-243 Fifth Range Road they were interested in selling to the Town for conservation purposes. Kathy advised that they were still considering two options: the entire tract or, the entire tract less one or more lots that would be subdivided out. No further action will be taken by the CC until the Cavallaro's resolve this issue. Stetson noted that the assessed value of the property was reduced to \$83,000 in the Town's most recent assessment and that there is still some discrepancy regarding the size of the tract.
9. **Mail and Correspondence** – Three pieces of routine mailings were circulated.
10. **Other Business** – Ayn suggested that the CC sponsor a snowshoe/wildlife walk in January as an effort to get people interested in the Town's conservation lands. Proposed sites included Whittemore or a combination of Bragfield and Butterfield. Ammy suggested contacting Steve Walker (NH Office of Energy and Planning, LCIP Stewardship) about his interest in leading the walk. Fred suggested that the local Boy Scout troop be invited and provided a telephone number for scout leader Jeff Dumont. **ACTION ITEMS:** Ayn will contact Steve Walker and Jeff Dumont regarding the walk and also talk to Jeff Dumont about the Boy Scouts 'adopting' the Brittany tract for monitoring purposes.  
  
Fred suggested that the CC contact Larry Young Sr. who lives next to the Kenniston tract and may be interested in conducting monitoring for that property.
11. **Adjournment:** Ammy made a motion to adjourn the meeting at 9:10 PM. Lea Anne seconded. Eight voted in favor, none opposed. The motion carried.

Submitted by Brian Mrazik, Secretary.  
Next Meeting – January 11, 2010