

**PEMBROKE CONSERVATION COMMISSION (CC)**  
**Approved Minutes of July 13, 2009 Meeting**

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

**Not Present:** Fred Kline (replacing David Sheldon), Board of Selectman (BOS) Representative; and Ayn Whytemare.

**Others Present:** Vanessa Bittermann, Central New Hampshire Regional Planning Commission (CNHRPC) and Dale Robinson, Property Owner.

**1. Call to Order** – Ammy called the meeting to order at 7:03 pm.

**2. Bragfield Pond** – Ammy recognized Dale Robinson, a property owner at 513 Jacks Dr. and abutter to the Bragfield tract and the pond thereon. Mr. Robinson expressed concern that the condition of the pond has deteriorated since acquisition of the tract by the Town in the 1980's. In particular, several large pine trees have fallen into the pond and the pond has become overgrown with aquatic vegetation. At a minimum, Mr. Robinson would like the Town to remove the trees, but preferably control the aquatic vegetation as well. The CC agreed to conduct an inspection of the pond and targeted the first week of August for a site visit. **ACTION ITEMS:** Lea Anne will contact Steve Walker to determine the nature of the easement held on the property under the LCIP program. Carol will coordinate the site visit via email and advise Mr. Robinson of the planned inspection date. The CC agreed to work on a position statement relative to this situation for discussion at its September 14 meeting.

**3. CTAP Open Space Planning Program** – Ammy recognized Vanessa Bittermann, Regional Planner at the CNHRPC. Vanessa provided an overview of the 'Draft Scope of Work' for preparation of the Open Space Plan and the 'Open Space Planning Protocol Summary', both of which were previously provided to CC members. Vanessa stated that this processes had been used successfully by the Town of Londonderry and agreed to provide the CC with a link to the appropriate page on the Londonderry's web site. Discussion followed relative to the formation of the Open Space Committee (OSC), the need to conduct a survey to gather community input on open space conservation, Vanessa's role in the process, and the timeline for conducting the required activities.

Ideally the OSC would be composed of 8-10 members including representatives from the CC, PB, BOS, Budget Committee, Recreation Commission, and citizens with interest/knowledge in farming, forestry, hunting, wildlife, and recreation. Ammy and Jeff expressed interest in being the CC representatives on the OSC. **ACTION ITEM:** Ammy will email chairmen of the Town committees, commissions and boards to solicit potential representatives on the OSC. The CC agreed that the fall Town Newsletter will be utilized to solicit citizen interest in OSC participation. **ACTION ITEMS:** Jeff will draft an article for the Newsletter describing the OSC responsibilities, the process, the interests and expertise being sought, and soliciting a pool of

candidates. Ammy will call Linda Williams regarding the deadline for inclusion of items in the fall Newsletter.

Vanessa distributed some sample environment, conservation and recreation survey questions that were used to obtain public input for the Pembroke Master Plan. The CC agreed that survey questions for the Open Space Plan should be directed primarily to conservation as opposed to recreation. The CC decided to utilize a booth at Old Home Day (August 22), in addition to the online 'Survey Monkey' website, to gather community input on open space conservation.

**ACTION ITEMS:** Ammy will pursue obtaining a booth at Old Home Day with Jocelyn Carlucci. All CC members should draft, and circulate via email, potential survey questions with the objective of having a 10-15 question survey completed at our August 10 meeting and ready for distribution at Old Home Day. Vannessa agreed to produce relevant maps for display at the CC booth on Old Home Day.

The CC agreed to target the first meeting of the OSC for mid-October. Vanessa will be responsible for facilitating the OSC meetings.

#### **4. Acquisition Update**

- a. Hillman Parcel, 553 Buck St.** – Ammy reported that the application for Federal matching funds under the NH Farm and Ranch Program (NHFRP) was delivered on July 6 to the NRCS office in Durham. A complete copy of the application was circulated at the CC meeting. There is currently \$2.2M available for New Hampshire projects in fiscal year 2009, but over \$4M in requests. NRCS plans to complete its first round of application reviews by the end of July. Pembroke's application has several advantages, including the certainty of the local match and the relatively small size of the project.
- b. Pine Grove Parcel, N. Pembroke Rd.** – Stetson reported that the appraiser (Tim Daniels) was unclear as to what part of the property would be put in the conservation easement. **ACTION ITEM:** Stetson will contact Tim Daniels and the landowner, Steve Fowler, to resolve this question.

**5. Review and Approve Minutes – June 8<sup>th</sup> Meeting** – Lea Anne motioned that the draft minutes be approved with two spelling corrections. Carol seconded. Six votes in favor. None opposed. The motion passed.

#### **6. Conservation Land Updates**

- a. White Sands** – At the last CC meeting Harold Thompson (Sewer Commission) expressed concern regarding vehicles parking in front of the gate to the pump station. As a follow-up, Ammy and Stetson conducted a site visit and found the area had adequate signage and was reasonably clean. Ammy contacted Jim Boisvert of the Department of Public Works, and Police Chief Scott Lane who indicated that there have been no significant problems in the area since the gate was installed on the road. Chief Lane advised that the Department's policy is to tow any vehicle blocking a gate. Jeff reported that snowmobiles were bypassing the gate last winter. **ACTION ITEM:** Jeff will contact Jim Boisvert regarding placement of boulders to prevent vehicles from going around the gate.

- b. **Ames Brook** – In response to an encroachment complaint, NHDES conducted a site inspection on May 22 and found that there were no violations in areas under State jurisdiction. NHDES did note two areas of potential impact, including areas downslope of the cul-de-sac and downslope of permitted impact #5. Ammy contacted Kevin Krebbs who did a site visit in early July. Kevin will report his findings at the August 10 CC meeting.

**7. Application Reviews for Planning Board**

- a. **LTC Properties** – The PB was advised that the CC’s concerns have been adequately addressed in LTC’s revised plan.
- b. **JBI Heliport** – The CC did not respond to this request for review of the site plan amendment and detention pond due to the short turn-around required by the PB.

**8. Dredge and Fill Application Map 559, Lot 16-1** – The Town of Pembroke is planning to replace two 12” inch circular culverts with a 4’x8’ box culvert on N. Pembroke Road.

**ACTION ITEM:** Ammy will email David Jodoin to determine what is needed from the CC.

**9. Correspondence and Website** – a. The CC was requested to submit its meeting minutes electronically for inclusion on the Town website. b. NRCS requested a copy of Form 10-26 for inclusion in the NHFRP grant application. c. CNHRPC sent an announcement of available grants. **ACTION ITEM:** Carol will review the announcement for grants of potential interest to the CC. d. NHDES submitted a finding of ‘no violations’ by Rymes Oil relative to the Soucook Lane property. e. PSNH provided an announcement of its shoreline management plan relative to the Merrimack Hydropower Station. f. The NH Timberland Owners Association sent a letter requesting payment of membership dues of \$35.

**10. Miscellaneous**

- a. **CC Computer** – **ACTION ITEM:** Jeff will investigate costs of a computer and ArcGIS license for the CC and circulate his findings by email.
- b. **Town Planner** – **ACTION ITEM:** Lea Anne will draft, and circulate for review, a letter to the BOS requesting that the Planner position be restored to full time and that professional assistance by the Town Planner be provided to the CC.
- c. **Suncook River Hydro Project** – Ammy was approached by a member of an opposition group to a proposal to install a hydropower generating station at the Suncook River dam near the junction of Buck St. and NH Rt. 28. A presentation will be made to the BOS by the proposers of the project. The CC may be involved in the future. The opposition group would like to meet with the CC on this issue.

**11. Adjournment:** Carol made a motion to adjourn the meeting at 9:12 pm. Stetson seconded. Six in favor. None opposed. The motion carried.

Submitted by Brian Mrazik, Secretary.

Next Meeting – August 10, 2009