

Wakefield Conservation Commission
Minutes - unapproved

Location: Wakefield Town Hall 1st Floor Meeting Room
Date: 6-24-10, 7:00 PM

Attending: Bill Day, Peter Kasprzyk, Nate Fogg, Dave Mankus

Old Business:

Conservation Camp – material sent by Teresa Williams was presented by Bill Day. Various fund raising events have reduced the camp deficit to \$1,925.75. Mr. Mankus believes that the upcoming Great East Association golf tournament will assist. In addition, don't forget that the kids & parents are selling water & offering face painting at the fireworks set for July 1. Members approved, and signed necessary paperwork to have the Commission's \$1,400 contribution processed & delivered to Teresa Williams for delivery to Tanglewood 4H camp no later than 7-15-10. As the selectmen don't meet again in time to approve & issue, Mr. Kasprzyk asked that Kathy Estabrook of the finance office contact him about getting the check issued prior to the meeting. In addition, Mr. Kasprzyk asked to be advised of donation numbers updated total just prior to the next Selectmen's meeting scheduled for 7-14-10. Finally, it was decided that the Commission would make final decisions about attendees at the next Commission meeting. Mr. Day asked that all members please plan on attending. Mr. Mankus believes that Great East Association may have donations that will arrive too late to be used this year, and wondered if there was a vehicle for holding these funds for the future without threat of absorption into Town's General Fund. Mr. Day reminded Mr. Mankus that the Finance Office has provided a way, but the account has not yet been established. He will see her and have it set up.

Review/acceptance of previous meeting minutes – 6-14-10 minutes – Mr. Mankus made the motion to approve the 6-14-10 minutes as presented. Mr. Fogg offered the 2nd. Motion passed, with Mr. Kasprzyk abstaining because he did not attend the meeting.

Review of previously received permit applications not approved at last meeting – none

Review/update of Committee Activity

Town Forest

- A. Sign – Mr. Kasprzyk said that he's in favor of a simple sign saying "Town Forest" and citing the Conservation Commission, set on a 6x6 post. He will draw up an example for the Commission's consideration.
- B. He also mentioned that the Conservation Commission needs to establish a Forestry Committee to manage the Town Forest.
 1. Forestry Committee needs to:
 - a. Identify & mark boundary lines
 - b. Develop a management plan

- c. Possibly have the property surveyed
 2. The Committee can be part of the Conservation Commission or a separate Subcommittee
 3. It was decided that members would review Forestry requirements before Deciding how to set committee up.
- Mr. Mankus wondered if the Commission should consult with the County Forestry about what a management plan should include. Mr. Day observed that the Commission should brainstorm about goals & expectations.

Reopen review of individual conservation easement properties – deferred until Camp issues are behind the Commission for 2010.

New Business:

Hutchins property – Mr. Kasprzyk advised the other members that he walked the property today. Everything appeared to be in order, except that the gate had been removed from the hinges. The secretary will advise appropriate parties about the walk & observations.

New permits / applications – review any applications received / permits issued since last meeting:

- A. Allen Buell – map/lot unknown, Seasonal Dock Notification. Letter from DES indicating notification is incomplete because the map/lot number included do not correspond with property address noted.
- B. DES acknowledgements of applications – all Shoreland Impact applications, which will be reviewed within next 30 days
 1. Mylene Larsen, map/lot 91/67, file #2010-01569 at 55 Heron Cove Road
 2. Brian & Kathleen Batchelder, map/lot 61/10, file #2010-01490 at Ballards Ridge Road
 3. David J. Lee, map/lot 74/21, file #2010-01492 at 516 Barend Drive

Correspondence received – none

Update Commission of other Board activity (liaison activity)

1. Selectmen
 - a. Property at 109 & Oak Hill is being subdivided into about 10 large lots. The back section of each lot is going to set up as conserved property, probably with a notation in deeds that no building/development can take place on identified sections
 - b. Town Energy Audit – the auditors looked at most of the Town's properties and the library, making recommendations that could save up to \$5,000/yr in energy savings. The steps necessary to reach this savings will cost app \$25,000. PSNH will provide 50% of the necessary funds. The Town needs to pay the balance, but there are 2 ways recommended by PSNH. (1) Pay the money up front; in which case the payback point should be reached in about 2.5 yrs. (2) PSNH will front Town's ½, while maintaining the current price structure until such time as Town's ½ is paid

off, in app 3.1 yrs. Audit was made up of many small items – changing light fixtures, types of signage etc.

Financials – none available. Mr. Day said he had not yet seen Ms. Estabrook about correcting allocations, or setting up account for future camp funds

Secretary hours – Mrs. Gauthier confirmed that as of 6-14-10 meeting, hrly budget is under budget by $\frac{3}{4}$ hr.

Respectively submitted by Deborah D. Gauthier