



TOWN OF WAKEFIELD, NEW HAMPSHIRE  
CONSERVATION COMMISSION

**CONSERVATION COMMISSION & FORESTRY COMMITTEE MEETING  
NOTICE & AGENDA**

**Monday October 14, 2019**

**APPROVED**

**Call to Order**

Mr. Fogg called the meeting to order at 7:00.

**Introduction of Board Members and seating of alternates as necessary**

Present: Relf Fogg, Donna Ackerman, Paul Johnson and Dave Tinkham. Mr. Miller with Clearview Community TV.

**Review/ acceptance of previous meeting minutes**

**Mr. Johnson made a motion, seconded by Mrs. Ackerman, to approve the minutes of September 24, 2019. (Vote 4-0)**

**Review of Applications/ Approvals**

The Board reviewed the applications and approvals. Acceptance of a permit application for TM 45, Lot 10. Shoreland impact permit issued on September 6<sup>th</sup> for TM 19, Lot 96. Wetlands non site specific permit issued on October 2<sup>nd</sup> TM 141, Lot 3. Shoreland Impact Permit issued for TM 74, Lot 23. Shoreland Impact Permit issued for TM 203, Lot 5. Request for more information issued for TM 109, Lot 52. Request for more information issued for TM 68, Lot 40.

Mr. Fogg felt it was important to meet because of a wetlands permit by notification was important being an expedited form. Valarie Ward had received and signed it on the 4<sup>th</sup> of October. Mr. Tinkham questioned this document having been signed. He believes it's not supposed to be signed until the Commission signs it. Mr. Fogg said, you are correct. Mr. Fogg checked with the former Chair of the Commission and he said the Commissioners should sign the five copies prior to turning it over to the Town Clerk. Mr. Tinkham said this was decided when they adopted the bylaws. He offered to talk with the Town Clerk the next day. Mr. Fogg said that sometimes the applicant is insistent that this be done quickly. An expedited form has to be signed by the Commission. Mr. Fogg noticed that the proof of mailing to the abutters was not there for TM 153, Lot 12. Mr. Tinkham said until the state gets our signed copy it doesn't go into an active file Therefore there is no advantage for the anxious applicant to have the Town Clerk sign it and send it in. Mr. Tinkham said if this could be explained to the anxious applicant this would actually be saving them time. It was suggested that the Town Clerk had a copy of the procedure to hand out to applicants.

**Mr. Johnson made a motion, seconded by Mr. Tinkham to direct the Vice Chair to sign the applications. (Vote 4-0)**

Mr. Tinkham will talk with the Town Clerk to come up with a hand out so all are on the same page. Wetlands permit expedited form for TM 141, Lot 2.

**Mr. Tinkham made a motion, seconded by Mr. Johnson to have the Vice Chair sign the applications for TM 141, Lot 2. (Vote 4-0)**

Mr. Tinkham asked about the regulation about how much sand can be put in. Mr. Fogg believes its ten yards every five years. Sometimes the state asks for more information and sometimes the state issues the permit. TM 132, Lot 9 state received the application for a standard review. Notification for payment needed from this applicant.

Mr. Fogg passed out hand drawn thank you cards from the student campers.

Mrs. Ackerman has had contact from the Maine and New Hampshire camps.

Mr. Johnson has requested more tags for doing the property line around Gage Hill, from the Southeast Land Trust.

**Mr. Tinkham made a motion that they postpone all of the below items until the next meeting when they have a full Board. Motion failed for the lack of a second.**

**New Board Business**

1. Further Review of Permit handling procedure (see Commission By-Laws)  
Mr. Tinkham will talk to the Town Clerk and leave this discussion on the next agenda.
2. Other  
Mr. Tinkham will email the budget to the members.

**Update Unfinished Board Business**

1. Lavender Conservation property Monitoring walk and report **to be done in October**
2. Organize conservation files & Box on top of file cabinet needs to be filed (Relf & Dave)
3. Conservation Easement Union Meadows Property
  - a. Review Notes from site walk
  - b. list restrictions and allowances for Easement
  - c. Area access and parking  
Deferred to next meeting
4. Gage Hill Property  
Mr. Johnson announced that the trail is complete
  - a. Post for Trail Vehicle restriction need covered cable attached (Relf)
  - b. Trail development \$ clearing and Blazing (GPS map trails) (Paul)
  - c. Tag Lot Lines with Tags supplied by SELT. Distance apart 100 ft or less (Dave & Paul)
  - d. Parking lot grading

**Public Comment**

None

**Set Next Meeting Date**

October 29, 2019

**Adjournment**

**Mr. Johnson made a motion, seconded by Mrs. Ackerman, to adjourn the meeting at 7:59. (Vote 4-0)**

**Respectfully submitted for approval at the next Conservation Committee meeting,**

**Priscilla Colbath**  
**Conservation Commission Secretary**