

Wakefield Conservation Commission  
Minutes

Note: The meeting scheduled for 1-28-13 was canceled due to weather and the 2-11-13 meeting was cancelled due to scheduling conflict with School Budget Deliberative Session

Location: Wakefield Town Hall 1<sup>st</sup> Floor Meeting Room  
Date: 2-18-2013, 7:00 PM

Attendance:

Conservation Commission: Dave Mankus, Relf Fogg, Tom Dube, Nate Fogg (left at 9:00PM), Dave Tinkham (alternate)

Visitors: Amanda Stone, Nancy Spencer-Smith, Dan Coons & Bruce Rich representing MMRG, Gerard & Joyce Croce, Ed Comeau – videographer

Mr. Mankus opened the meeting at 7:00 PM, and introduced Ms. Stone, here to give the Commission an overview of what might be incorporated in a Natural Resources Index (Inventory). In deference to guests, he asked that the agenda be taken out of order. Members concurred.

NRI inventory-

Mrs. Stone presented a PowerPoint presentation highlighting the parts of a “Basic” NRI report, and mentioning the areas of possible additional interest. She advised the Commission that the UNH Coop Extension was in a position to provide some assistance in drafting a report. She noted that many of the suggested maps were available on line. However, to prepare the more detailed maps, a professional should be hired. Mr. R. Fogg questioned the use of words “Index” vs. “Inventory,” saying that the RSA 36 called for an Index (a list of things), not an Inventory (a description of characteristics). Mrs. Stone responded that to her knowledge, most interpreted the words as interchangeable. As a result, no clear decision was reached about the detail needed for the report. Mrs. Stone went on to explain that a Basic report should include maps, a descriptive summary of each map, documentation of data and information sources and recommendations for maintaining the resource value, and emphasized that no fieldwork was necessary at this point. She went on to suggest that the Planning, Land Use and Zoning boards would probably find the report useful. The report could be incorporated into the community master plan for assisting in prioritizing development. Additional subjects could include specific sections on water resources, wetland evaluations, forests, agricultural concerns, cultural & historic interests, scenic concerns and underdeveloped sections. She provided various handouts with publications, websites, etc that might prove of interest. Mr. Fogg had several questions: (1) does UNH get money from the US Dept of Agriculture. Mrs. Stone did not know. (2) Is the Natural Resources Act contemplated by UNH when it prepares these reports – Mrs. Stone responded that the towns are doing the reports, not UNH. Mrs. Croce wanted to know how landowners were impacted by resources identified within the report – Mrs. Stone responded that there is no direct impact as the report does not itself take and action; any action taken is driven by individual land

owners and the town.. Mr. Mankus added that it is just a report; it does not create any regulation. He cited NHF&G's identification of the Union Meadows area as very important to the area, saying that its importance was the reason funds for its purchase were made available. Continuing with his questions, Mr. R. Fogg (4) wondered if UNH works with the Carcy Institute with regard to Granite State Future – Mrs. Stone said yes. (5) Is UNH involved in the water sustainability project – Mrs. Stone repeated that she works for the UNH Coop Extension, not UNH, and thus is not qualified to answer questions of this nature. (6) Who is responsible for authorizing money that goes through the university – again, Mrs. Stone replied that this is outside her area of qualification, asking Mr. Fogg the point of his questions. At this point, Mr. Mankus suggested that Mr. Fogg was concerned about Agenda 21 issues, but wondered what that had to do with creating a NRI report. Mr. Comeau suggested that Strafford Regional Planning Commission might be able to assist with the maps, and that state GIS system is available to the public, statewide. He went on to say that in certain circles, there is a perception that a NRI is regulation, in the same way a town master plan relates to the state & region master plans. Mrs. Stone repeated that it is up to the town to decide how the NRI would be used. She again recommended that a professional be hired, especially for the specialized map preparation. Mr. Mankus related some of the Commission's past frustrations, specifically noting being overwhelmed by the detail and a lack of skill in ferreting out the necessary information. He then asked Mrs. Stone what the 1<sup>st</sup> steps should be. She said the maps & documentation, and a citizen survey. Mr. R. Fogg noted that the Wolfeboro report cost about \$15,000. He then wondered if the NRI reports were used to rate commission's performance. Mrs. Stone said no. Mr. Comeau noted that any report should be an evolving plan. Mrs. Stone clarified that it should deal with habitats, not species. Mr. R. Fogg thanked Mrs. Stone for coming.

He then related a story about an AWWA questionnaire brought home by his daughter asking for well information. He made it clear that his daughter's instructions indicated completion of the survey was not voluntary, suggesting that if the household was on town water, details about a relative's well would suffice. Mr. Fogg made it very clear he viewed this questionnaire as an invasion of privacy.

### **Old Business:**

Review/acceptance of previous meeting minutes:

1. 11-26-12 minutes were address 1-14-13
2. Minutes for 12-4-12 (no meeting 12-10-12) were reviewed and amended. Mr. R. Fogg asked that a motion not included in the minutes be entered because he believed the intent of the motion was representative of the Mr. Kasprzyk's continuing conduct & harassment on the issue in question. Several additions to the minutes were made. **Mr. Dube made a motion to suspend voting on the 12-4-12 minutes until all members present on that date could attend. Mr. R. Fogg offered the 2<sup>nd</sup>. Motion carried 4-0.** Members decided that the changes would be highlighted by italics, and resubmitted to the members for review.
3. Mr. Dube made a motion to accept the minutes of 1-14-13 as amended. Mr. Mankus offered the 2<sup>nd</sup>. Motion carried 4-0.

Mr. R. Fogg repeated his concerns about the use of the words “index” & “inventory”. Referring to *Webster’s*, he defined “index” as a simple list and “inventory” as itemized characteristics of an index.

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

Review/update of Committee Activity - deferred

- a. Forestry Committee
- b. Natural Resources Inventory ad hoc committee

Union Meadows purchase – Mr. Mankus advised members that some grant money might still be available to defray transactional expenses related to the defunct Union Meadows project. Mr. Mankus asked if he could pursue the question. Mr. R. Fogg said he had no problem so long as Mr. Mankus brought the details to the Commission prior to taking any action. Mr. Mankus asked if it was okay for him to pursue finding out if we are still eligible. Mr. Tinkham made a motion that Mr. Mankus go to Portsmouth & get the information. Mr. Dube offered the 2<sup>nd</sup>. Discussion: Mr. R. Fogg emphasized that he wanted details prior to any action being taken. He said that the issue is not the money, but the historical lack of procedure. Motion passed 3-1.

Master Plan – no discussion

Conservation land, between Mobil station and Catholic Cemetery – Mr. Mankus reported that he has been unable to find anything definitive about a parcel between the Catholic cemetery & the Branch River. He has contacted the Catholic Diocese about the cemetery property line.

Mr. Mankus signed the Nomination Form asking the Selectmen to approve Mr. Nate Fogg’s reappointment to a 3 yr membership term. It will be delivered to the Selectmen, but no response will be expected until after the March elections.

### **New Business:**

New permits / applications – review any applications received / permits issued since last meeting: There were no applications. The members reviewed, without discussion the following DES notifications:

1. Complaints - #2013-00268: Location – map/lot 9/101; 11 Emery Lane: Complaint alleges that Ms. Mallett or her agents removed vegetation beyond the permissible limits of the waterfront buffer or woodland buffer of the SWQPA and disturbed a banking on an abutters property without a permit or proper authorization from DES. DES directed an answer be submitted by mid-February.
2. Application –
  - a. Return of application to Cheryl Garland for insufficient information. File #2013-00140, Rt 16, map/lot 137/7

- b. DES correspondence with Union Village Community Association about the Drew River Mill Dam confirming that the revised proposal will satisfy the items noted in a 10/15/12 Letter of Deficiency.
  - c. Return of Shoreland application to Jessie S. Holt Rev. Trust, #2013-00061, 42 Grant Towle Rd, map/lot 143/15 for deficiencies in the application.
3. Permits
- a. Linscott, Richard & Sandra, Wetland permit #2012-02860 at Long Ridge Rd, Map/Lot 85/1 for filling 1,300sf of wetland & installation of 32' x 24" culvert to construct a driveway to serve a single-family dwelling. Specific conditions were noted.
  - b. McGrath, Edward, Shoreland permit #2012-02928 at 98 Crew Road North, Map/Lot 69/41 impacting 4,626 sf in order to construct a 2 tier retaining wall & regrade the parking area.
  - c. Bartley, Anne, Complete Forestry Notification #2012-03261, map/lot 229/2 & 230/1 – notice deemed sufficient to start work
  - d. Dominick D. More Rev. Trust, Wetlands permit #2012-03069, map/lot 125/6 for constructing a 355sf perched beach with less than 10 cubic yards of sand.
  - e. Caramello, Stephen, Wetlands permit # 2012-03072, 245 Veazey Cove Rd., map/lot 141/34 to replacement of 4'x11' stairs in the bank & placement of 37 linear ft of coconut coir log with additional planting on the bank

Correspondence received – the following will be retained in the Commission mailbox at Town Hall:

- a. Barry Conservation Camp newsletter
- b. Wakefield P&R Pride Day booth application
- c. DRA newsletter on Timber (Yield) Tax Procedure changes
- d. Granite Tides newsletter
- e. MMRG newsletter

Mr. Tinkham has suggested that materials removed from the Town Hall file cabinet be signed out, and he provided a sample form. The issue was raised because several members were looking for the 3-ring binder containing material relative to lands held under Conservation Easements. Mr. Tinkham has undertaken a project to bring the information up to date. Mr. R. Fogg said that in conversations with Mrs. Williams, Town Administrator, he was told that no document should leave the town hall if tax dollars were used to secure the information. Mrs. Gauthier confirmed that the materials in question were copies collected from the Assessor's Office, Selectmen's Office files and existing Commission files. Tax dollars were spent for wages. Mr. Mankus said that he thought the sign-out sheet was a good idea. Mr. Tinkham reviewed what he has been doing: correcting, enhancing, deleting incorrect information, etc. He noted that much of his work has been done on his computer, so being required to work on the binder within Town Hall Selectmen's office would be difficult. Mr. Mankus noted that it is important to continue the process of ascertaining what lands are & are not actually conserved, as

deed information is questionable in some cases. Mr. Tinkham resigned from the project saying he could not work under the constraints proposed by Mr. R. Fogg. **Mr. Dube made a motion to allow material in the Conservation Commission file drawer be signed out. Mr. R. Fogg offered the 2<sup>nd</sup> for discussion purposes.** Discussion followed: Mr. R. Fogg related that he had been looking for the binder for some time only to find that it had been in Mr. Mankus' truck. **Motion carried 2-1.**

Mr. R. Fogg asked if the Conservation Commission had formal policies & procedures, and if they were being followed. General consensus – there are none.

Update Commission of other Board activity (liaison activity)

Financials – none presented

Secretary hours – within budget

**Mr. Dube made a motion to adjourn at 9:30 PM. Mr. Tinkham offered the 2<sup>nd</sup>. Motion carried 3-0.** Mr. Mankus adjourned the meeting.

Respectfully submitted by Deborah D. Gauthier.

Future meetings: Forestry Committee – 2<sup>nd</sup> meeting in Jan, April, & July 2013