**Canterbury Conservation Commission**Meeting Minutes – August 10, 2020

CCC Minutes - 2020-08-10 - Final .docx

Present at Sam Lake House: Tom Osmer (Chair), Steve Seron, Teresa Wyman

Present by Phone: Kelly Short, Ken Stern, Linda Fife, Bob Fife, Chris Blair

Absent: Bob Steenson

The Chair opened the meeting at about 7 pm.

# Project Updates

Tom talked with Chris Aikin about mowing the RSFM field. Chris A. is interested in doing this work. Tom told Chris A. that he could mow the south half and around edge of the field in September or later in the year.

Tom said that Ron Klemarczyk is currently working at the Sawyer’s Ferry property to find its boundaries. He plans to do the logging project in the fall. It must be done before winter to ensure that pine reseeding is effective.

Kelly asked if Ron’s work would include a new trail or parking lot?

Tom said no, Ron’s work would be based on the project scope we sent to the Select Board, which did not include a new trail or parking lot.

Tom said the Town has given approval for the building permit on Hancock Road that the Commission discussed the last meeting. The Commission’s future priority should be to ensure that work done on the section of the road that goes through wetlands meets all requirements and best practices.

Kelly discussed a letter from Ned Therrien, who owned conserved forest land in that area. Ned opposed permitting the road upgrade because of traffic and pollution. Kelly will let Ned know that the building permit has been approved.

Tom said the Town has approved the sale of a parcel of land it owns on Snowshoe Hill Road to Sam Papps. Sam has also purchased a lot adjacent to this lot. Neither of the lots by themselves are conforming, but with a lot line adjustment it may be possible to create at least one conforming lot.

Ken thinks that Sam paid significantly more for the adjoining lots than he did for the lot he purchased from the Town.

Tom said the Town was denied approval by DES for a culvert replacement on Intervale Road.

Kelly asked if anyone has been in touch with Chris Kane regarding (easement) monitoring work.

Tom said that he had talked with Chris Kane about the need to prepare a new contract for easement monitoring in 2021 but did not talk with him about work done in 2020.

Kelly asked about the status of the Canterbury Town Master Plan. No member had any input.

Kelly said that she had received a call from Carol Breault about the River Land property. Carol said that a new sign on the second gate states that the beach is closed from October to Memorial Day.

Ken said that the property should be open 12 months a year.

Tom noted that some Canterbury residents have said on social media that use of the River Land beach should be limited to Canterbury residents only. But all Commission members agreed that the applicable easement and donor agreement require that the River Land Conservation Area be open to both residents and nonresidents, year-round. Some members suggested that this information needs to be better publicized.

Ken plans to mow the Riverland field again this year. Tom agreed to help by doing chainsaw work.

Kelly noted that Charlie Krautman is still available for project work.

Bob said that a section of pipe installed in the Kimball Pond beaver dam has floated to the surface and needs to be inspected, but still appears to be working.

# Approval of June Minutes

Ken moved the minutes from the Commission’s last meeting, which was held on June 8, 2020.

Steve seconded.

No changes were proposed.

The June minutes were approved unanimously.

# Discussion of CCC Roster and Work Assignments

The terms of Tom, Charlie, Kelly, and Bob F. expire this year (2020). Steve’s term expires 2021. Linda’s and Ken’s terms expire in 2022. The terms of Chris B. and Teresa (both currently alternates) expire in 2022.

Kelly, Bob, and Teresa agreed to be recommended to the Select Board as full members. If they are approved, then along with Steve and Ken, the Commission would have five full Commission members, plus Chris B. as an alternate, and Bob Steenson as the Select Board representative.

Kelly noted that at any given meeting, CCC By Laws allow up to seven voting members (the attending full time members plus any attending alternates appointed by the Chair). She also noted that a quorum requires at least four members of whom at least two must be full members.

Tom announced that he is resigning from the Commission. All members thanked Tom for his many years of service on the Canterbury Conservation Commission.

Ken said that he is not available to serve as chair but did agree to organize the September and October meetings. All members agreed that the Commission needs more (and hopefully younger!) members.

Kelly said that The Commission needs to identify (and assign to members) the tasks that need to be performed over the next few months including: checking mail and email, communicating with the Select Board and other town groups, dealing with wetlands permits, and leading work projects.

Kelly offered to prepare the task list and email it to all members.

Tom said that as long as the Commission can’t meet in person (because of COVID-19) someone will have to be pretty creative about writing new plans.

Ken affirmed that we need new members.

Kelly suggested that each member talk to three people about joining the CCC. Personal recruiting is more effective than recruiting through the town newsletter or email list.

Tom said that while he could not remain on the Commission, he would be available to help out in other ways over the next few months.

Ken said he would work with Ron Klemarczyk and Chris Kane but was not sure about Chris Aiken. Ken noted that Kelly as Treasurer can forward invoices to the SB for payment. Ken said he can check email and mail and keep the Sawyer’s Ferry timber harvest, as well as the mowing projects at River Land and RSFM field, moving forward.

Kelly noted that 2020 is the last year in the conservation easement contract with Chris Kane and that she would work with him to prepare a new contract starting in 2021.

Kelly also agreed to be the Commission’s go-between with the Select Board.

Ken said he would not be able to serve as Acting Chair after October.

# How to conduct future remote meetings

Kelly suggested that the Commission consider holding future meetings on “Zoom” (a video conferencing service).

All members agreed that video (remote) conferencing would be better than audio-only (remote) conferencing. However, some members asked if Zoom could provide “universal access” as required by NH law. It was noted that Zoom offers a call-in phone number, which should satisfy this requirement.

Ken said the Commission needs to come up with a new remote conferencing plan by its next (September) meeting.

All members said they have the means (devices and internet service) to use a video conferencing service.

Kelly agreed to find out whether Commission meetings held on Zoom could meet NH universal access requirements.

Other members brought up the need to determine whether the Meeting House wi-fi network is fast enough to support video conferencing.

# Other projects

Kelly asked about the status of the RSFM field causeway improvement project.

Tom thinks that Charlie as received the necessary permits for the project, but will verify this.

Kelly noted that the Commission has set aside money for the project and has received a bid from Mark Padula. She did not know if discussions with the Road Agent had determined whether the project could be done by the Town’s Highway Department. Kelly will get a copy of the PO sent to Padula and talk with the Road Agent about the causeway project.

Tom will check with Charlie about permits but hoped that Kelly could lead the project after that.

Kelly asked Tom to send an email to the SB to announce his resignation.

Several members thanked Tom for his work as chair. All members agreed!

The Chair closed the meeting at about 8:15 pm.

# Actions

Kelly: Prepare task list. Talk with Road Agent about causeway project. Determine if Zoom call in feature meets the NH universal access requirement.

Ken: Organize meetings in September and October.

Tom: Verify that Charlie has received all necessary permits for the causeway project. Forward member recommendations to the Select Board. Send resignation email to the Select Board.

All members: agree to perform one or more of the tasks on Kelly’s list, and look for residents interested in becoming CCC members.