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**MINUTES**  
**December 1, 2022**

**MEMBER ROLL CALL:**

|                                    |                                  |
|------------------------------------|----------------------------------|
| Marcia McKenna, Chair – Present    | Ted Slader (Alternate) – Present |
| Marc Ohlson – Excused              | Emily Bass – Present             |
| Ralph Lutjen – Present             | Mike Mosher - Present            |
| Noreen Downs (Alternate) - Present |                                  |
| Robert Stone - Present             |                                  |

**OTHERS PRESENT:**

Aysia Morency- Madison TV, Katharine Young, Land Use Boards Administrator and Tim Nolan, Property Monitoring

**MEETING POSTED:** This meeting was posted at Madison Town Hall Upper & Lower, Madison & Silver Lake Post Offices on November 16, 2022.

**CALL TO ORDER:** Marcia McKenna called the meeting to order at 7:00 pm.

**ELEVATION OF ALTERNATES:** Motion by McKenna, seconded by Mosher to elevate Downs and Slader as alternates for this meeting. The motion passed **unanimously**.

**APPROVAL OF MINUTES:** **Motion** by Bass, seconded by Lutjen to accept the minutes of November 3, 2022 as written. The minutes were accepted **unanimously**.

**PUBLIC COMMENT:** There was no public comment.

**OLD BUSINESS:**

**Tim Nolan – Property Monitoring:** Tim Nolan asked the committee what was expected of him and he presented the Commission with a proposal. McKenna asked what the obligation would be to do annual monitoring. Nolan stated he would do yearly monitoring, a field visit and a one-two page report together with the map. He further stated that documenting the town forests yearly would not be necessary but should be on a rotation cycle. Bass offered to do Hurricane Point and Big Island.

Downs stated there were no boundaries between Burke and Goodwin. Nolan stated they do not exist but the exterior boundaries are all there as he did all the boundary painting.

There was discussion as to no identification of parking at Blair's Location. Nolan stated there is no way to get there and it is landlocked. The town can access it for management purposes, but cannot be used for parking on abutters land. McKenna stated that because it is landlocked and would need landowner's permission to cross the property, that the insurance company would allow the use.

Nolan stated that the town owns West Branch which is approximately 48 acres and the town owns the strip but there is no easement.

Nolan asked about Kennett Park (beach .7 acres) and how the town came to own it. McKenna stated the state does monitor the beach every five years and that she would have to look it up to see if there is an easement.

McKenna asked the board how they would like to proceed and stated it should be included in next year's budget and a decision should be made now. Downs asked what \$1,000.00 or \$1,200.00 from the budget would cover for property monitoring. Nolan stated that would cover an ala carte service and that would be a good figure to start.

McKenna stated that the three McNair easements and the Barclay easement need to be monitored yearly. McKenna read the easements contained in the deed stating that the easements need to be done every year.

**MOTION:** Made by Bass, seconded by Lutjen to put \$1,200.00 into this year's budget for easement and property monitoring. The motion passed **unanimously**.

Nolan stated once he has a template and report set up, he can reuse it annually to save time and money.

Nolan asked the Commission when they needed the forestry maintenance budget for mowing and trail work. Downs said January or February.

Nolan stated there will be some timber harvesting in the Ward parcel and the Selectmen and road agent talked about doing some clearing around the garage next spring, summer or fall. McKenna asked about the Wold Field being mowed. Ohlson has done it in the past. Tim Nolan stated the field needs more regular mowing. McKenna asked Nolan if he would be interested in taking that on. Nolan would have to look at it first, if not, he would find someone who might want to do it. McKenna stated it should be mowed every year in September or October.

Downs will contact Chris Kane and let him know the Commission has chosen to work with our forester to do the property monitoring and she will thank him for putting together his quote.

**Property Review Commitments and Sign-up:** Bass stated that since the last meeting, she has given Linda Shackford all the Annual Monitoring Inspection Reports except for the Lyman and Nickerson Lots as she did not get to those lots. Bass loved doing the monitoring and will do them anytime.

**McNair Easement Amendment Update:** McKenna stated it was discussed that the Conservation Commission is trying to get email addresses from the family members to send rough draft of amendment.

**Chain of Ponds Update:** McKenna was copied on an email from Abby King to Chet Rogers, the appraiser to see when the appraisal would be done. Chet Rogers has walked the property and should have the appraisal completed by the end of the year. She further stated Upper Saco Valley and the Conservation Fund felt they could not put a lot of time into this but would put it in the 2023 budget.

Everything is falling into place. McKenna stated the goal is that it becomes town property with support of the Selectmen. She also stated that Crowe participated in the appraisal and he agrees to non-binding agreement, will not sell the property to anyone else, go with the appraisal and understands the appraisal is going to be the appraisal they can offer within ten percent. McKenna stated that Crowe wants the land conserved and is willing to work with the conservation committee. McKenna questioned if the property needs to be surveyed. Mosher stated it probably should be done as soon as possible and need a game plan of a site plan and where walking trails will be added and untouched areas and parking lot. McKenna stated to get someone to come to the February meeting with an update. McKenna will talk with Abby King about the site plan and what, when and if about adding trails and how the easement will be used by the public and McKenna hopes to have an update at the February meeting.

McKenna and Ohlson went to the Selectmen's meeting about the subdivision of four lots to be held by Crowe and establish public access.

**Part-time Administrator Position Update:** McKenna asked Katharine Young, Land Use Boards Administrator how long the ad for the position ran in the Conway Daily Sun. Young responded from November 16 – 19 with no response. Lutjen stated the ad should be run again next year. McKenna stated there are two other sites they are going to post the ad. Mosher asked Young if she was interested in more meetings. Young stated she would need to confer with the Town Administrator first. McKenna stated they need someone with land use background who can give advice to the Commission. Young stated if she knew of any possible candidates, she would let the Commission know. Young agreed to do the minutes for the January 5, 2023 meeting.

#### **NEW BUSINESS:**

**Warrant Article Request to Selectmen: \$5,000.00 added to the Capital Reserve for Land:**

McKenna is requesting that the Town Administrator add language for the Warrant Article which said language can come from the 2020, Article 14 Annual Report. McKenna stated that last year the Warrant Article was not in as it was too late and she wants it in this year. Young stated she would talk with the Town Administrator.

**DES Wetlands Permit Residential Driveway and Culvert – Griffin Mahoney – 5 Huttwil Drive, Tax Map 109, Lot 038**

– McKenna asked the Commission if they decide to not make a decision tonight, this would go to the Planning Board and the reason it came to the Conservation Commission is because they wanted it expedited. Lutjen stated Eidelweiss has small lots with setback issues. Lutjen believes the wetlands area in question is modest with wetlands and that the driveway infringes on wetlands but it is a minor infringement on the wetlands and it gives reasonable access to the property. Mosher agrees there is not much impact to the wetlands and asked if the Commission is looking to set a precedent to have the Planning Board decide instead of the Conservation Commission. McKenna stated if the Commission votes on this permit tonight, they need to go look at the property.

Downs questioned when the Commission would deny a permit. Lutjen stated it is based on the facts. Mosher stated that on the plan it shows a proposed second driveway so the impact on the wetlands would be less.

**MOTION:** By Mosher, seconded by Lutjen to approve and sign the Wetlands Permit. The motion was voted on with four in favor and three abstaining.

**Brine Truck Update** – McKenna asked for an update. Downs stated Marilee Enus, Director, Technology Transfer Center was supposed to meet with the highway department. Downs emailed Enus for an update but has not heard back. Downs stated she went to the selectmen’s meeting two weeks ago and wanted clarification as to the decision to not use the brine truck and was told brining would not be done this year. Josh Shackford, Chairman Selectman told Downs that there is an issue with the solution and salt content. Downs feels brining is better for the environment. Mosher stated he did not believe there has been an update but that the selectmen are trying to make it work and there was talk about adding a special molasses solution or running saddle tanks on the side of the trucks to spray the salt down.

Lutjen stated there are a lot of people who know the formulation. Mosher stated it is chemistry to get the right percentage.

McKenna stated she would like \$150.00 to be included in next year’s budget for GMCG totaling \$1,650.00. McKenna stated the fee for GMCG is \$1,500.00 and that the fee has increased to \$1,650.00.

**MOTION:** By Bass, seconded by Downs to take \$150.00 out of the Gift Account to go to GMCG to pay towards the monitor water quality testing. The motion passed **unanimously**.

Mosher asked what the money covers. McKenna stated the water monitoring is done on quite a few sites and that the commission charter is to do water quality testing to have this done privately it would cost over \$10,000.00.

McKenna stated the Conservation Commission Annual Report is usually done by the Administrative Assistant but the Commission is going to have to do it this year and suggested at the next meeting to make a list of 2022 accomplishments.

**Change Time of Meetings:** There was discussion amongst the board members to change the time of the meetings. It was decided that the meetings starting January 5, 2023 would now be at 4:00 in the Meeting Room in the lower lever of the Town Hall. Young stated she would confer with the Town Administrator also.

Downs stated she would be out of town and could she dial in for the meeting. McKenna stated this is a great idea.

McKenna brought up the selectmen reimbursement of funds from the Land Use Change Tax accounts and asked if anyone has heard anything. Downs stated she looked at the accounts and nothing has been applied and there are currently no bank statements for September, October or November. Young will confer with the Town Administrator.

Downs stated that Linda is going back through Annual Reports to determine what happened to the funds. Downs stated the reimbursement is for the brine truck and dam renovation in the estimated amount of \$9,290.00.

Lutjen proposed to forgive the money and not pursue it, as it was a misunderstanding.

Mosher asked if the issue was the money or the agent to expend. McKenna stated it is the agent to expend.

**MOTION:** By Lutjen, seconded by Bass to not seek reimbursement for \$9,298.00 and that the Conservation Commission is the agent to expend for conservation accounts going forward. The Motion was voted on and pass **unanimously**.

**SELECTMEN’S REPORT:** No new information.

**PLANNING BOARD REPORT:** No new information.

**ADMINISTRATIVE CORRESPONDENCE:** No new information.

- Budget Drawdown: No new information.
- Account Updates: No new information.

**MOTION:** By Mosher, seconded by Stone to table the July 20, 2022 minutes to the January 5, 2023 meeting. The motion passed **unanimously**.

**ADJOURNMENT: MOTION:** By Downs, seconded by Mosher to adjourn the meeting at 8:22 pm. The meeting was adjourned with all in favor at 8:22 pm

Submitted by:

Katharine Young  
Land Use Boards Administrator