



**PO BOX 248**  
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**MINUTES**  
**September 5, 2024**

**MEMBER ROLL CALL:**

Ralph Lutjen, Chairman – Present  
Josh Shackford, Vice Chair – Present  
Michael Brooks – Present  
Mike Mosher – Excused  
Joy Gray – Selectmen’s Rep. - Excused  
Marc Ohlson – Present  
Liza Rogerson (Alternate) - Present

Ted Slader (Alternate) – Present  
Noreen Downs (Alternate) –Present  
Marcia McKenna - Present

**OTHERS PRESENT:** Kasia Scontsas - Madison TV and Katharine Young, Land Use Boards  
Administrator, Doug Burnell and Linda Comeau, USVLT

**MEETING POSTED:** The Public Hearing was posted in the Madison Town Hall Upper & Lower levels,  
Madison & Silver Lake Post Offices on August 28, 2024.

**CALL TO ORDER:** Lutjen called the meeting to order at 4:30 pm.

**ELEVATION OF ALTERNATES:** There was no elevation of Alternates.

**APPROVAL OF MINUTES:**

**Motion** by Lutjen, seconded by Shackford to approve the July 11, 2024 minutes as written. The motion was voted on and passed **unanimously**.

**Motion** by McKenna, seconded by Ohlson to approve the May 23, 2024 workshop minutes prepared by Downs as amended due to spelling errors. The motion was voted on and passed **unanimously**.

**PUBLIC COMMENT:** Lutjen asked if there was any public comment since there was none, he closed the public comment.

**Chain of Ponds Update – Doug Burnell and Linda Comeau:** Comeau stated they incorporated the changes from the MCC’s latest revisions of the easement at USVLT’s Land Committee Meeting. Comeau further stated that some of USVLT’s language is boiler plate and she needs to run those changes by their attorney. Downs asked if Burnell took notes from the MCC’s workshop held on May 23, 2024 and were those changes incorporated into today’s current draft of the Conservation Easement? Lutjen stated there

are certain things he does not like in the latest revision.

Burnell stated the funding is going well and that USVLT received a \$400,000.00 donation from a national company which was from the Community Forest Grant Program and that only 13 entities were selected nationwide and that USVLT ranked fifth and received the full funding.

Burnell stated that they are looking to put in a trail through Mack Pond and this will keep the traffic out of Madison Shores and they also looking at putting a trail near the Madison Boulder.

Lutjen asked if the closing is on track for 2024? Burnell stated it has been extended to 2025 due to a survey issue because the property owner (Crowe) wants to keep four lots. Comeau stated there is due diligence like the appraisal, survey etc., and the Conservation Fund Grant Program requires a 60-day review period.

McKenna stated that another workshop meeting with the MCC is needed and it would not need to be televised and that just minutes would be taken and asked if October 2, 2024 at 4:30 pm would work for the committee? The committee members were all in agreement and Young stated she would post the workshop meeting and that they do need this workshop to be recorded as it still fits into the definition of a meeting and she will contact MadTV to set it up.

**Tim Nolin – Forest Land Improvement:** Lutjen stated there needs to be a motion to pay Nolin's bill in the amount of \$2,122.50 for remaining trail work on Goodwin-Burke, Wold lot and Ward lo as well as mowing and brush sawing the field at the Wold lot and paint and flag boundaries of the Barclay lot.

**Motion** by Lutjen, seconded by Shackford to approve and pay Nolin's bill in the amount of \$2,122.50 which will come out of the Forest Maintenance Account. The motion was voted and passed **unanimously**.

**Property Review Commitments:** No update was provided from Ohlson or Gray.

**Master Plan:** Ohlson stated the Planning Board met with Jamel Torres from Northstar Planning back in June and the estimated figure for the Master Plan was between \$80,000.00 and \$100,000.00 and there was discussion at the Planning Board's meeting on September 4<sup>th</sup> to have the Selectboard do a Warrant Article to update the Master Plan for \$100,000.00. Ohlson stated that the MCC can present to the Planning Board, the updated revisions for Chapter 8 for approval if they choose to do so.

McKenna stated it is important to update the Master Plan. Lutjen stated that Chapter 8 is in pretty good shape except for the Chain of Ponds and he further stated, we should revisit the Master Plan in October.

Shackford asked why would we need a Master Plan like Conway's. Shackford suggested we could use another town like Freedom. Rogerson suggested Holderness. Lutjen stated the issue is funds and the Master Plan should be deferred until 2025. McKenna stated we would need a Warrant Article. Young suggested that she could get copies of Freedom's Master Plan and Effingham's Master Plan and bring them to the October 3<sup>rd</sup> meeting for the committee to look at.

**Digitalizing Property Town Reports:** Young had no update. Lutjen stated that we do not have the funds to do this now.

**Vote on meeting time change:** Lutjen took a poll of the committee on who wanted what time for meetings, 4:30 pm or 7:00 pm as follows:

**Brooks – 4:30 pm, Shackford – 4:30 pm, Lutjen – 4:30 pm, Ohlson – 4:30 pm, Rogerson – 4:30 pm and McKenna 7:00 pm. It was voted that the meeting time will stay at 4:30 pm.**

Lutjen brought up the bill received from Green Mountain Conservation Group (GMCG) in the amount of \$400.00 for the summer camp in which they provided three sessions to the Madison Summer Recreation Program. McKenna stated that it was too late to get a child for camp so McKenna contacted GMCG to do some programs. Young, Land Use Boards Administrator stated that she was unaware of this expenditure and that the committee needs to vote on this in order for her to pay the \$400.00 bill.

**Motion** by Lutjen, seconded by Brooks to pay the invoice from Green Mountain Conservation Group in the amount of \$400.00 for the Summer Camp Program provided to the Madison Recreation Program and said fee will come out of the Madison Conservation's Gift account. The motion was voted on and passed **unanimously**.

**Wildlife Encounters – Ted Slader Update:** Slader gave the committee the update and that over 80 people attended and it was the most attendance ever. Young, Land Use Boards Administrator stated she had received a letter from a resident thanking the MCC for providing this well attended show.

**NEW BUSINESS:** McKenna brought up posting at Cook's Pond and the contamination issue and that there are signs posted on the beach that the lead levels are high and she is concerned if this feeds into Silver Lake.

**Selectman's Report:** Gray was not present to give the Selectmen's Report.

**Planning Board Report:** Ohlson, Chair of the Planning Board stated they had a two-lot subdivision last night as well as a preliminary request on Ox Pasture Lane which is not a Class V road. Ohlson also stated that there was discussion about the Master Plan and a CIP Committee and he believes the Selectmen will do a Warrant Article to see if the town want to spend money on the Master Plan.

**Administrative Correspondence:** Young had nothing to report.

**Account Balances as of July 31, 2024**

Conservation Land Use Change Tax:  $\$214,456.74 + \$11,300.00 + \$1.88 \text{ Interest} = \$225,758.62$

Forest Maintenance Account:  $\$69,919.05 + \$0.59 \text{ Interest} = \$69,919.64$

Conservation Gift Account:  $\$661.76$

Capital Reserve Account: **Balance as of August 1, 2024 is  $\$60,979.37$**

**Account Balances as of August 30, 2024**

Conservation Land Use Change Tax:  $\$225,758.62 + \$2.04 \text{ Interest} = \$225,760.66$

Forest Maintenance Account:  $\$69,919.64 + \$0.62 \text{ Interest} = \$69,920.26 - \text{Check \#1003 to Nolin in the amount of } \$3,095.00 = 66,825.26$

Conservation Gift Account:  $\$661.76$

Capital Reserve Account: **Balance as of September 2, 2024 is  $\$66,317.27$**

**ADJOURNMENT:** **Motion** by Lutjen, seconded by Brooks to adjourn the meeting. The motion was voted on and passed **unanimously** and the meeting adjourned at 5:30pm.

Submitted by:

Katharine Young  
Land Use Boards Administrator