

**DRAFT MINUTES
TAMWORTH CONSERVATION COMMISSION
APRIL 9, 2007 7:15 pm**

Draft minutes to be reviewed and approved at a subsequent meeting.

Present: Scott Aspinall, Bill Batchelder, Bryan Berling, David Haskell, John Mersfelder, Charlie Townsend, Donna Veilleux

Meeting started approximately 7:15 pm.

1. Administrative Matters...

John asked for confirmation of members needing to be sworn in. All members needing to do so with the exception of Donna Veilleux had done so. Donna apologized and after some discussion, all agree it is better to be cautious and Donna should forgo voting until she has actually been sworn in.

Election of Officers for 2007/2008

Scott A. nominated Bryan Berling for Chair, seconded by Charlie, all approved.

Charlie T. nominated Ned Beecher for Vice Chair, seconded by Bill B, all approved.

Charlie T. nominated Ned Beecher for Secretary, seconded by Bill B, all approved.

Bryan B. nominated Charlie T. for Budget Chair, Budget Coordinator/ Treasurer, seconded by Scott, all approved

John passes the role of chairperson to Bryan B. with offers of being available for assistance at Bryan's request. Bryan begins his first meeting as Chair by recognizing the time, effort and excellent service John M. has given to the TCC and to the town. Bryan also recognizes the shoes to be filled are enormous and will do his best. Bryan also thanks his fellow commissioners for having the confidence in him and having elected him chair.

2. Approval of Minutes of March 20, 2007

After noting the following ,(all under the River Bend RV discussion)page 2 should be *Marc Vilbig* and not *Jim*; Page 3 last sentences first paragraph should be *Planning Board* and not *Planning Board's*; page 4(under Vote) first paragraph 4th line should be *intents and purposes* and not *intent purposed*. Donna Veilleux asked that her letter submitted on March 20, 2007 due to her absence be added to the minutes. Bryan indicated that he thought it was a good letter that invited continued discussion on points made. Motion to accept changes made by John M. and seconded by Dave H. Passed.

Bryan noted since there is no one in the audience to speak with the board he would like John to continue with Administrative matters.

3. Administrative Matters (cont'd)

Handbook updates. John M. handed out new copies of TCC members/info identified as 4 and 4a. John asked for a quick review and to note changes if any. John also handed out TCC /Committee info with notation that changes maybe necessary if incorrect or incomplete, identified as 4c.

Files and Library materials/ Town Office Key

John indicated space is running out for files and info. John indicated that maybe help from Chris Clyne would available if asked. Library cabinet articles may be more useful if kept in the library for resource for the public. John suggests that this info should be available to the public. John and Bryan discussed the Town Office key that has been signed out to John M. After some discussion, all agree it would be logical for John M. to remain holder of the key given his central location. John indicates there is NO DUPLICATION of the key allowed. Cassandra has been notified and indicated

that the front office should know who is the holder of the key, not necessarily needing to be the chairperson of the TCC.

New Member Recruitment.

Donna will contact Tamworth Civic News with the TCC recruitment info. Deadline is tomorrow. Ned and Donna are attempting to coordinate their schedules to follow through on recruitment efforts.

Town Website

John indicated he has had e-mail communications with Sam Martin re the scanning of the TWO onto the website. Initial e-mail from Sam M. suggests the TWO be proofed before scanning to avoid possible mistakes due to technical difficulties. John is also in communication with Cassandra about the need for annotation on some the potential scanned documents for clarification, especially for developers. John feels that this annotation would help developers be aware that new terms supercede old A & D's, soil code of the Natural Resource Section is consistent with rules in the Wetlands Bureau. John stated this important information should be incorporated into the ordinance itself. John also stated the TCC came up with Planning Board accepted guidelines/procedures for granting waivers for failed septic systems. John has not heard from Cassandra about these annotations. Sam suggests the easiest mode for her to work is in the form of attachments. John will work with Ned. B in trying to proof read the TWO and provide this data to Sam. It was also suggested the minutes of the 2006 along with 2007 TCC meetings be posted on the TCC's page. John M. will attempt to follow through on getting this to Sam with Ned's assistance. Willie Farnum informed the board that all documents would be in PFD form to safeguard text from manipulation. Scott suggest that a disclaimer also be added if the event info manipulated or incorrect. John M. suggest that the TWO is the final authority and refers all applicants to the town office for clarification.

Energy and Carbon Reduction Committee (per Town Meeting vote)

After some discussion about the directive given to the Selectman at Town Meeting this year it was agreed that, it would be very good to have a representative from the TCC on this future committee. This committee will be directed and established by the Selectman. Donna V. volunteered to be on this committee. John M. suggested the TCC recommends to the Selectman that a formal committee/task force be formulated to address Town Wide Carbon Reduction, Donna V. being the TCC's rep. Scott A. made this motion, Charlie seconded, passed. John M. thought this would be a very good theme for Family Day (4th of July) TCC 's educational effort.

NHCC. John has volunteered to send updated member info to Carol Andrews, Executive Director of the NHCC.

4. Betty Steel/Tribute/Memorial

John informed the board that Betty Steel remains listed on the TCC membership. After much discussion, the board agrees a trail/memorial of some significance is indeed appropriate for a Betty Steel Memorial. A hearty discussion lead the members to the conclusion that before we set out a certain trail etc. it would be best if we referenced the family's thoughts/guidance for this memorial. Scott A. will talk with family members for insight to how we can best honor this honorable woman. Scott will also talk with Bob Hardy .Bill B announced that there will be a memorial service on Aug. 5 for Betty Steel. John M. thought it would be nice if the TCC could have some sort of tribute at this time.

Sagers's Invoice. Bryan asked for clarification on outstanding balances for Mr. Sager. Charlie T. indicated there is no outstanding balance, paid in full.

5. Record for Review for Wetlands Impacts by TCC (Submitted by Bryan) Wetland Matters

Bryan passed out for review two new documents. The focus of discussion was the **RECORD OF REVIEW** document, the other document was a **draft letter** to the PB Re: Waiver Request for the TWO. This draft letter will help accommodate info sharing; intended to be filled out during the review, sent to PB, cc to BOS and the applicant. Bryan hopes this will aid in the efficiency of the process.

Bryan indicated he put the **RECORD OF REVIEW** document together to help avoid oversights and it is not intended to replace minutes. He would like to standardize the review process, asking the same questions of all applicants. His goal is to help streamline the process, he understands it will not be a one size fits all procedures but will aid in the process. John M. asks for clarification. Is it Bryan's thoughts that when an application comes in we use these forms as a guide to determine how we are going to process it? Bryan indicates, exactly. Scott suggests a similar process for SUP's, Bryan agrees indicating that is a PB's responsibility...John M discussed a goal of formulating a PB/TCC committee to make and define a user-friendly process. John also indicated the form in the TCC handbook page 49 called Conservation Commission Report/Wetland and Alterations/Impacts might be a duplication of effort. Bryan and John agree it would be a good exercise to fill out both forms using the Minimum Impact Expedited Application from Lisa and Todd Cronan, Tax Map 204 Lot 2. Therefore, they did. It was suggested by Bryan and John M that Scott step down as a TCC member due to his representing Mr. Danielovich in the application review this evening. Scott did step down as a TCC member. Bryan stated decisions needing to be made were: 1. Is an SUP required? 2. Does application meet the criteria for an Expedited Consideration? John and Bryan discussed the concept brought up in prior discussion about requiring a site visit for all applications with wetland issues. Bryan indicated after reviewing the application before the board tonight he has gained a confidence and a comfort level that has softened his stance on that option. Bryan also indicated that the completed TCC forms, (record of review etc) info collected from the applicant would provide a rationale for the need or no need site visit decisions. Bryan referred to TWO section D: 1

Permitted Uses Within the Wetlands Conservation District. After review, Bryan indicated his interpretation of Section D 1 suggest a SUP was not required. Bryan shared documents, including maps, photos, and application; indicated he did a site visit without notifying the applicant till after the visit. Bryan's visit was well received by the applicant. He feels the applicant was conservative in his assessment and in his application. Bryan asked if all members were comfortable with the collection of data and his appraisal and if any members felt they needed a site visit. David H. suggested Bryan's assessment/documentation is official enough and made observations of the snow on the ground and if in fact there was standing water there would be no snow, members agreed. John M. indicated he has reviewed this application quite closely, reviewing ROW issues, subdivision issues, and boundary line adjustments issues. John M. also indicated that the existing ROW is too wet for a driveway, Bryan agreed. John also indicated DES will maintain control over the construction using Best Management Practices and the driveway will be correctly installed. Bryan asked the board if anyone felt this application should be referred to the Tamworth Wetlands Sub-Committee; response was no. After a lengthy and careful review/discussion John motioned the TCC recommend the Minimum Impact Expedited Application be approved, Bill B. seconded, all approved. Scott A. did not vote. All copies signed. Copies to applicant, PB, DES, BOS, TCC .Bryan said he would attempt to marry these two documents used this evening. All documents filled out this evening will be kept with the TCC's copy of the application. All agree using these two forms for review of this application was a worthy exercise.

DES Application of Stephan and Maire McConarty (206/116) Status

John indicated this application remains in the hands of the DES at present. Jim Hoensheid asked the board if they had approved a dredge and fill application. John M. indicated we did for the driveway, however, not without noting our concerns and our reluctance

River Bend RV Park Project- Planning Board action

John M. handed out March minutes from the PB'S work session on March 22, and draft minutes of the PB mtg. on March 28, reminding members they have not been accepted by the PB. John noted a number of corrections re his testimony and indicated he has sent his concerns along to the PB secretary, Yvonne. Bryan reminded the board that the PB does have a letter from the TCC and our comments. John M. indicates his editing the PB minutes appears to have been constructive but maybe not necessary given the TCC communications to the PB on this issue. John M. also suggests that the PB did not deny the TCC recommendation of a site visit just chose not to address matter at this time. John indicated the PB did vote to deny application.

CMI application for roads and access ways-Planning Board action

John shared some moments at the PB March 28 mtg.

The TCC recommended to the PB that CMI's application be reviewed/reconsidered as incomplete. After lengthy discussion it was not reconsidered. CMI's stay is due on April 25. John M. noted errors in minutes alerting the secretary of the PB.

Status of Challenge at the Supreme Court to the TWO

John M. gave a quick update on the Supreme Court Case heard on April 3, 2007. He suggested it was a revisit on all the same arguments on each side. Jim H. indicated this appeal is addressing the TWO as it relates to CMI's appeal and would not nullify the TWO as a whole; judgment is for this particular case. John M. indicated if CMI does win this appeal, it would in fact leave the TWO in question and vulnerable.

Donna V. shared info on the Drinking Water Protection Conference, April 28 Camp Calumet Conference Center. Sponsorship of this event is statewide. Hosted by Green Mountain Conservation Group, Saco River Corridor Commission and the Effingham, Freedom Madison and Ossipee Conservation Commissions. Sponsors of this event GMCG, SRCC, and DES. This is the place to be if your interested in this topic noted Scott A.

6. Land Protection and Maintenance Matters

Tower Roof. Work has been delayed due to winter arriving late.... too much snow at present.

CLRC. John recommended the CLRC become a permanent committee. This group is a great resource and has been acquiring skills in map reading, GPS skills. John feels this group would be extremely helpful in identifying and acquiring properties. Discussion to be continued/revisited

John M has available copies of the Master Plan Questioner for members not having completed one.

John M indicates that there is a Questioner on the NHCC website that should be completed. Bill B. volunteered to review it; John M offered to be a consultant if needed.

John M. suggest that all members acquaint themselves with the LCHIP application; it is best to be familiar with application before hand and suggest we all down load it from the computer

Other Business

Willie Farnum, BOS rep, complimented the board for addressing procedural concerns/policies. Willie requested a TCC handbook be made available for the BOS. Willie indicated it would be a good resource and reference for the BOS to have on hand when problem solving and addressing issues.

David H. asked John for a clarification on info on the TCC membership info data re names and terms. It appeared John had answered his question.

Scott A. indicated that he would be coming to the TCC with some easement issues...Scott hopes to have text, maps etc on the potential easement on the swift river. John clarifies that a Public Hearing would be necessary when and if the TCC determines the easement meets the criteria for recommendation. Scott also mentioned another site is being looked at for an easement and he may seek the guidance of the TCC at a future date.

Jim H. asked John M. if he had mailed him the copies of the March 20, TCC mtg. minutes and the letter sent to the PB. John indicated he did, but will check and if not will follow through. .

Bryan B. informed the TCC Manage Lands and Trail Committee that he would be expecting a report at our next meeting in April. Members are Charlie T., Chris Clyne, Donna V., Dave H., Claes T., John M. Bryan also passed out a list of possible Roles and Goals to contemplate...A To Do list of sorts... No discussion, just a request for review for a future discussion.

Adjourned at 10:15 ish. Scott moved, Donna seconded, all approved
Submitted: Donna Veilleux, Acting Secretary
April 15, 2007