

Conservation Commission

Minutes of Meeting Thursday, May 8, 2025

Members Present: Ken Stern, Audra Klumb, Theresa Wyman, Lance Messinger, Bob Steenson, Beth Blair (BOS Rep);

Members Absent: Kelly Short, Steve Seron, Charlie Comey

Guest(s): None.

Meeting called to Order 7:02 pm

Agenda Item 1: Approval of Minutes from Meeting 4/10/25

Motion to accept the minutes of April 10, 2025 by Audra. Second by Lance. Minor edit to remove paragraph left over from the last meeting minutes. All in favor of the minutes as amended.

Agenda Item 2: Review of Right to Know Workshop

Commission members discussed the recent Right-to-Know law training meeting. Key take-aways:

- a. Job Descriptions – There should be job descriptions for CCC members and officers. Ken and Kelly to review.
- b. Welcome Packet – the CCC should develop an information packet to welcome new members. Kelly and Ken to review. Note to see if the town will be producing a generic packet to which we can add conservation specific items.
- c. Town Web Site Access: CCC will be getting access to the account to post RTK required information. Exact process and who will have such access to be determined.
- d. Town Zoom Account – Discussion ensued regarding the suggestion that all boards should open and use the Zoom account for all meetings. There was not universal agreement among CCC members on using Zoom for all meetings. The nature of our work often involves large scale maps which would be difficult to screen share and in –person participation is preferred by many.
- e. File Naming Structure – Reviewed the file naming convention for all documents: year_month_day_board or committee_type, agenda, minutes, etc.

- f. File Security – all documents should be converted to .pdf files for distribution. It was noted that this does not prevent editing for those who have Acrobat Pro and similar software.
- g. Posting Locations – discussion of posting locations resulted in a decision to continue posting paper copies at SLH and the Store in addition to online. We will no longer post at the library. Ken to review with the Library Director.

Agenda Item 3: Property Management

- a. Bench for Schoodac Area – Bob has the bench (thank you Beth) and will clean and apply a wood preservative. Bob and Ken to deliver the bench on June 20. The team selected June 21st for installation. Ken, Audra, Kelly, Theresa and Charlie Krautman will attend.
- b. Footbridge at Kimball Pond Dam – Lance has a quote of \$650 for materials from Belletetes Lumber. The price includes delivery to the site. Targeting July construction and install date. Details to be finalized at the June meeting.
- c. Rock Removal at Robert S. Fife Conservation Area – Dennis Moore, the previously chosen contractor has retired. John DeWare of Canterbury will assume Dennis Moore's contract at the same cost to the town. Ken will ask Ken Folsom to revise the purchase order for the encumbered funds.

Agenda Item 4. Permits

No permit applications received.

Agenda Item 5. Conservation Projects Update

- a. Five Rivers Workshop –
 - i. Scheduled for June 4th at 7:00pm to avoid conflict with the Farmer's Market. Workshop will be held in the Meeting House as the Town Hall is unavailable.
 - ii. Draft letters to landowners were reviewed and Beth will synthesize the two drafts into a final version and get these in mail. A general announcement will go out in the townwide email and the newsletter.
 - iii. Agenda reviewed and discussed. Overall objective is to achieve a dialog with landowners. Ken to invite Tim Meeh and Jill McCullough to participate for perspective on actively used conservation lands.
 - iv. New full-size Conservation Land Map to be produced by CNHRPC along with handout size versions.
 - v. CCC to provide refreshments: Beth - dried apples, Ken – cider, Theresa – cookies and rhubarb juice.

Easement monitoring reports will be forthcoming. It was noted that a few parcels have changed ownership and the new owners were not aware of the conservation easements. Meetings will be scheduled in the spring with these property owners to review the easement terms and requirements.

Agenda Item 6. CCC Bylaws

Current bylaws with Ken and Kelly's proposed edits to be circulated via email. Ken will consolidate comments and the full commission will review a draft at the next meeting.

Agenda Item 7: Conservation Easement Monitoring

Scopes of work for 2025 monitoring are being prepared. Updates to the co-occurrence maps are forthcoming.

Agenda Item 8: Other Business

- a. Beth notes that the Planning Board discussed wetlands setbacks during a recent pre-concept consultation. It was noted by the Planning Board that Canterbury does not have a wetlands setback ordinance and that such an ordinance would be the province of the Conservation Commission. Members discussed communicating with the Planning Board about the thinking behind the CCCs opposition to such an ordinance for Canterbury.
- b. A TMDL Phosphorous Study of New Pond has been completed by DES. Copies are available on the DES website.

Motion to Adjourn 8:38pm. All in favor.

Next meeting June 12.

Respectfully submitted, Bob Steenson