

CITY OF DOVER

OPEN LANDS COMMITTEE

MINUTES AMENDED

Meeting Type: Regular Meeting
Meeting Location: City Hall 1st Floor Conference Room, 288 Central Ave., Dover
Meeting Date: Thursday, November 20, 2025
Meeting Time: 5:30 pm

Members Present: ☒ Anna Boudreau (Chair) ☒ Mary Beth Rudolph (Vice Chair) ☒ Shawn Herrick (Secretary)
☒ Nancy O'Connor ☒ Ann Reid ☒ Nancy Volpe ☐ Christina Lawrence ☒ Melissa Wood
☐ Kieran Seavey ☒ Makayla Edgecomb (Planning Staff)

1. Roll Call Attendance

A. A. Reid arrived at 5:34pm

B. N. O'Connor motioned to move the non-public section to the end of the meeting; S. Herrick seconded. Vote: Passed

2. Citizens and Member Forum

A. Guest: Sean Spooner – potentially interested in Open Lands Committee

B. Guest: Ryan Smith – potentially interested in Open Lands Committee

i. Question: What is the difference between Open Lands Committee and Conservation Committee?

1. M. Edgecomb gave a great answer describing the difference between the two different groups. A. Boudreau also added to the Open Lands Committee description.

3. Approval of Minutes for September 25th meeting (3 minutes)

A. S. Herrick motioned to approve the minutes. M. B. Rudolph seconded. N. O'Connor, A. Reid, M, Wood abstained. Vote: Passed

4. Treasurer's Report: Makayla Edgecomb, funds as of October 2025

i. Conservation Fund: \$901,838.22

ii. Receivable: \$(112,794.00) – M. Edgecomb briefly explained this discrepancy as monies we expected but did not receive.

iii. Total: \$789,044.22

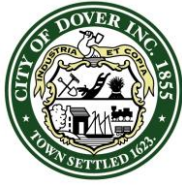
5. Public Land Conservation Projects

A. None to report on at this time

6. Reports by Task Groups

A. Outreach and Education

i. Nothing to report at this time – N. O'Connor suggested that we need to revisit who would be taking part in this group due to some recent members stepping down from this committee. The committee had a brief discussion about the types of topics and



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activities that are common to this group. N. Volpe volunteered to look into the potential offerings from UNH as potential activities.

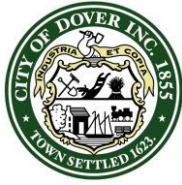
- ii. M. Edgecomb asked about coordinating a 'Full Moon' snow shoe event we have done in the past – the committee agreed it was a good idea, but we need someone to take lead on this. S. Herrick suggested it would take several volunteers to do this as this was always a group effort in the past. There was a quick discussion about a potential 'Full Moon' walk on Sunday, February 1st as long as we have enough volunteers. N. O'Connor suggested the Bellamy Wildlife Area as an alternative to the Dover Community Trail. A. Boudreau volunteered to contact Fish & Game about using it and will communicate to this committee via email.
- iii. S. Herrick asked how Apple Harvest Day went; A. Boudreau let us know that K. Seavey said there wasn't much action at the table, but perhaps one or two interested people.
- iv. M. Wood mentioned she would be interested in helping out more on this group.

B. Easement Monitoring

- i. M. B. Rudolph briefed the committee about those that are helping out and efforts to monitor 2 of 5 properties. A. Boudreau briefly described this committee's responsibility related to easement monitoring for the two interested members of the community. M. B. Rudolph mentioned being at the Cassily property and some of the modifications that were observed such as pallets, etc. N. Volpe mentioned a concern about nails in the pallets that were seen onsite. M. Edgecomb will inquire with the Trails Committee as to what should be done. M. B. Rudolph also mentioned that there were a lot of blowdowns observed on that property. N. Volpe mentioned seeing an old well that may be a concern because it appeared as though it was sinking or at least a depression has formed that was observed onsite. M. B. Rudolph asked for clarification about what actions to take next with respect to their observations.

7. Other Business

- A. Evaluation Form Meeting – M. Edgecomb and A. Boudreau talked about updating the property evaluation form criteria. The form has grown over the years and is a bit longer now. We are just looking to reorganize the form but eliminating criteria. Some discussion followed about which criteria should be included. S. Herrick asked how this committee will provide input as to how to adjust it; will we use a paper form or digital form? Some discussion about that ensued. The meeting to discuss this will be Monday, December 1st, at 1pm. M. B. Rudolph mentioned that there is a lot that can be done before visiting the property.
- B. M. B. Rudolph mentioned a communication from a property owner at Wyndbrook (sp?) that had some concern about an encroachment on their property. She also explained that the property is a self-monitoring property. M. B. Rudolph visited the site to see what was going on.



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This property has a 5-acre “set-aside” for the City of Dover to use. Some advice was given to the property owners as to potential next steps if they are concerned there has been some encroachment on the property.

C. M. Edgecomb briefed the committee on the Land Use Meet & Greet on January 13th at 5pm and asked A. Boudreau if she could attend and present information from this committee's activities in the past year. M. Edgecomb will send out meeting information for this committee in case anyone would like to attend.

8. Enter non-public session – Report on the status of individual land protection efforts/transactions per RSA 91-A:3, II(d)

A. Citizens in attendance were informed of protocol for non-public session and asked to leave.

B. S. Herrick made a motion to enter non-public session per RSA 91-A:3, II(D) to report on the status of individual land protection efforts and transactions at 6:21 PM. M. B. Rudolph seconded. All members approved on a roll call vote.

C. The Committee reentered public session and agreed to seal the minutes.

D. A. Boudreau motioned to seal the non-public meeting minutes per RSA 91-A(3) because its divulgence would render the proposed action ineffective. M. B Rudolph seconded. Voted: Passed unanimously.

9. Confirm Next Meeting: January 22nd is the next meeting at 5:30pm.

10. Adjourn