

CITY OF DOVER

**OPEN LANDS COMMITTEE
AGENDA AND MEETING NOTICE**

Meeting Type: Regular Meeting
Meeting Location: City Hall 1st Floor Conference Room, 288 Central Ave., Dover
Meeting Date: Thursday, January 22, 2026
Meeting Time: **5:30 pm**

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

1. Roll Call Attendance

A. Not Present: A. Reid

- i. N. O'Connor (arrived at 5:34pm), N. Volpe (arrived at 5:34pm) – both were not here for the vote on officers.

2. Election of Officers: Proposed State: Anna Boudreau, to remain as Chair, M. Rudolph to continue as Vice Chair, and M. Wood has agreed to serve as Secretary (S. Herrick is stepping down as Secretary.)

PROPOSED SLATE: ANNA BOUDREAU TO REMAIN AS CHAIR,
M. RUDOLPH TO CONTINUE AS VICE CHAIR, AND M. WOOD
TO SERVE AS SECRETARY (S. HERRICK STEPPED DOWN).

ACTION: K. SEAVEY MOTIONED TO ACCEPT THE SLATE,
SECONDED BY C. LAWRENCE. THE MOTION PASSED.

- i. K. Seavey motioned to accept the slate of officers as presented, C. Lawrence seconded;
The monition passed

3. Citizens and Member Forum

A. Ryan Smith – has interest in joining the committee and is in attendance tonight to observe.

4. Approval of Minutes for November 20th meeting

A. S. Herrick motioned to approve the minutes with a correction to the spelling of Anna's name.
M. Wood seconded. C. Lawrence abstained. Vote: Passed

5. Treasurer's Report: Makayla Edgecomb, funds as of December 2025

i. Conservation Fund: \$963,268.22

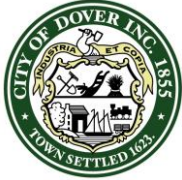
ii. Receivable: \$53,607.00

iii. Total: \$1,016,875.22

iv. This committee discussed monies that will be subtracted related Willand Pond and other projects.

6. Public Land Conservation Projects

A. Stone Arch Easement / Tolend Road Property – M. Edgecomb discussed a 29acre parcel of land for easement and potential for a public trail and that this is part of an Open Space Subdivision. The proposed trail would run parallel to the Cocheco River;



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A. Boudreau expressed concern regarding HOA monitoring as sometimes they do not remain . M. Rudolph commented on the HOA's membership and monitoring capacity. M. Edgecomb clarified that while the trail would be public, the HOA would monitor the remainder of the conservation easement. N. O'Connor requested further information regarding access the proposed trail and access for any parking – M. Edgecomb indicated that there would be access through the new development, but no built parking for the access point. The committee discussed the different responsibilities of this committee and the HOA for this property and easement. This committee would like the HOA to monitor the easement and this committee would monitor the proposed trail.

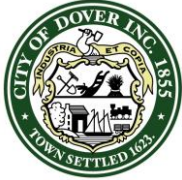
- i. M. Wood motioned to endorse the proposed conservation easement contingent on the HOA monitoring the conservation easement once a year and delivering a report to this committee, and the City monitoring the public access trail. The City is not liable or responsible for maintenance. N. Volpe seconded. Vote: Passed

7. Reports by Task Groups

A. Outreach and Education

- i. Full Moon Snowshoe - M. Edgecomb reached out to NH Fish & Game, created flyers, and contacted media services. The announcement was sent out in the most recent Dover Download. The date is 2/1/2026 at 6pm. M. Edgecomb is also reaching out to Dover Facilities, Grounds and Cemeteries, for clarification on plowing. C. Lawrence is bringing cookies and a portable table. N. Volpe to bring cups. A. Boudreau proposed looking into getting hot chocolate from Dunkin' Donuts. N. O'Connor reminded this committee to bring the OLC stickers. N. O'Connor and M. Wood have volunteered to be leaders for this. Committee volunteers will show up at 5-5:30pm. M. Wood and N. O'Connor will evaluate the trail the day before for conditions. N. O'Connor asked about signage for the event at the turnoff from Piscataqua so the public can find the meeting spot. A few people volunteered to bring headlamps and potentially holiday lights to illuminate the sign. S. Herrick will not be able to make this date due to prior obligations.
- ii. Clean-up Project - N. O'Connor suggested an additional event where we would clean up a trail/space. Perhaps during the Don't Trash Dover event or near Earth Day or something like that.
- iii. UNH Cooperative Extension Educational Event – N. Volpe did some research on what the UNH Cooperative Extension could offer – they cover a wide range of topics and have a suggested \$100 stipend for the speaker . They would require aa space for them to come in and put on an educational event. In the past we have used the library but since it's under construction that wont work this year. There may be room at the McConnell Center.

B. Easement Monitoring



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- i. M. Rudolph – we finished monitoring the 11 properties that require a third-party report and we are currently on pause due to the weather. S. Herrick asked about some trash and other debris found on the Cassily property and a brief discussion to remind us that M. Edgecomb sent a report about that to the City.

8. Other business

- A. A. Boudreau had a brief update to the updates on the property criteria form and that we will discuss that in the future. At this point we are not removing any criteria, rather only updating the look and format of the form. We will discuss it further at the next meeting.

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

- A. M. Rudolph 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. N. O'Connor seconded. All members approved on a roll call vote.

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

- C. K Seavey motioned to seal the non-public meeting minutes per RSA 91-A(3) because its divulgence would render the proposed action ineffective. M. Wood seconded. Voted: Passed unanimously.

10. Confirm Next Meeting: March 26th, 2026 at 5:30pm.

11. Adjourned at 6:49pm