

CITY OF DOVER

OPEN LANDS COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall 1st Floor Conference Room, 288 Central Ave., Dover
Meeting Date: Thursday, April 23 2026
Meeting Time: 5:30 pm

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

1. Roll Call Attendance

Not in attendance: Mary Beth Rudolph and Chris Lawrence

Not excused: Ann Reid and Kieran Seavey

2. Citizens and Member Forum N/A

3. Approval of Minutes for March 19, 2026 meeting

Abstained: N.O'Connor

S. Myers motions to approve and S. Herrick seconds

Motion: passed

4. Treasurer's Report: Makayla Edgecomb

A. Conservation Fund as of February 2026

i. Conservation Fund: \$1,131,223.02

ii. Receivable: \$40,206.00

iii. Total: \$1,171,429.02

B. By-Laws Amendment Consideration

M. Edgecomb provided an update, per last meeting request the Public hearing portion was removed.

Motion to approve Amendment By Laws as written was made by N. Volpe and S. Herrick seconds

Motion passed

5. Public Land Conservation Projects

A. BOUDREAU: Went to Conservation Commission for the three rivers property (10 acres).

Conservation committee approved the 30k. Pending SELT for the draft conservation easement for our legal to review.

REMINDER SELT is primary, Open lands is secondary. Conservation committee approved the 30k. Pending SELT for the draft conservation easement for our legal to review.

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6. Conservation Easement Criteria Update

- A. Consider establishing a goal for percentage of conservation land within ¼ mile of the Cocheco and Bellamy Rivers.

A BOUDREAU: stated this should already be in the criteria. M. Edgecomb displayed the form and older drafts. A. BOUDREAU: looks like it may have been removed. Discussion over which line item it might be part of. It was identified in line item number 6 Discussion if it should be made more restrictive or leave as is. Final decision to leave as is.

Action: M. Edgecomb: to send draft for one more round to discuss at next meeting

7. Reports by Task Groups

- A. Outreach and Education

Committee doesn't really have a task group at this time.

- i. Woodman Institute Sustainability Day (July 18, 2026) + Apple Harvest Day

N. O'Connor: We should have a focus to connect our committee with the Woodman Institute. Is this about sustainability of the museum or Dover? Need to understand the ask and how to align.

Action: N. O'Connor: to follow up with Woodman Institute to find out more about the event

Apple Harvest:

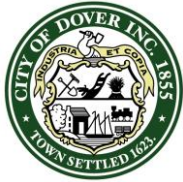
A BOUDREAU: completed action to follow up regarding how to sign up – there is a waiting list. N. O'Connor: I don't think the ROI is great from this event. M. Edgecomb: Will be there anyway and can always hand out the pamphlet or answer questions.

Apple Harvest Day final decision: No to a booth, but updated material for M. Edgecomb to share if people are interested

- ii. Pamphlet

A BOUDREAU: I did look at it, and it needs some edits, but unable to add comments since it was in pdf. Requested M. Edgecomb to send as a word copy. N. O'Connor: It is very wordy, need to streamline – some pictures and a few bullet points

- We conserve land,
- once conserved we monitor, which we need help and
- we try to have an outreach and education but we need help there



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N. O'Connor: we need a branding workshop

1. What do people care about
2. What is this doing for me (the benefits)

Discussion about how many lands we have in conservation. M. Edgecomb: 96 electronic and more hardcopies. A BOUDREAU: Chris Kane had done some work maybe 10 years ago to create a list.

Discussion about creating a story map to show how it has changed over time and if the GIS department can help.

Action: A. Boudreau to send Kane's report to M. Edgecomb

Action: M. Edgecomb to send pamphlet as a word copy

B. Easement Monitoring

Update sent by MB. Rudolph: Monitoring won't start until mid to late May. Committee requested MB. Rudolph to copy S. Myers on emails to assist with monitoring.

Discussion over if everyone can receive the emails about monitoring. M. Edgecomb said the subcommittee can't have quorum. N. O'Connor expressed interest. As there are only 3 per each subcommittee (weekdays and weekends) she can be added.

Action: to send an email to the committee to determine if there is enough interest to restart the weekend monitoring subcommittee.

M. Edgecomb: MB Rudolph added as a collaborator to the LCHIP portal and will follow up on easement monitoring.

- i. Identifying Public Trails
- ii. Identifying high priority City owned parcels

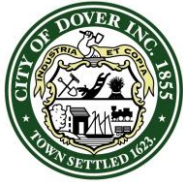
M. Edgecomb: A separate workshop will be needed for potential deed restrictions as it's too much for a regular meeting. S. Herrick recommends to complete the criteria updates, then we can assess what meets the criteria. Request a list of parcels that are just conservation.

Action: M. Edgecomb to share

8. Other business – N/A

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

S. Myers motions to go into non-public session. N. O'Connor seconds. Motion passed



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10. Re-enter public session
11. Motion to seal Non-Public meeting minutes per RSA 91-A(3)
 - S. Myers motions to seal the non-public meeting minutes per RSA 91-A3
 - S. Herrick seconds Motion: passed
 - M. Edgecomb: noted bird feeder donation by Wild Birds is to be considered. An Earth Day clean up was done with Wild Birds and they expressed interest in donating bird feeders. We don't need to do anything, but something to consider. Discussion about if we have a contest they could be prizes.
12. Confirm Next Meeting 28May26 M. Wood not able to attend S. Herrick to act as Secretary
Meeting adjourned at 6:46 PM
13. Adjourn