 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, July 23, 2026 Meeting Time: 5:30 pm
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MEMBERS PRESENT: Anna Boudreau (Chair), Mary Beth Rudolph (Vice Chair), Melissa Wood (Secretary), Nancy Volpe, Steve Myers, Kieran Seavey, Peter McVay, Joe Greeley

Absent (Excused): Ann Reid

Absent (Unexcused):

STAFF PRESENT: Makayla Edgecomb (Conservation Planner)

OTHERS PRESENT:

1. Roll Call Attendance

Welcome Joe Greeley as a new member.

2. Citizens and Member Forum

3. Approval of Minutes for June 25, 2026 meeting

Error noted in number 11, should be Nancy Volpe motioned instead of Nancy O'Connor

M. Rudolph motioned to approve the minutes with the correction, K. Seavey seconded, Vote: passed

Abstentions: J. Greeley and S. Meyers

4. Treasurer's Report: Makayla Edgecomb

A. Conservation Fund as of June 2026

- i. Conservation Fund: \$1,188,047.61
- ii. Receivable: \$109,356
- iii. Total: \$1,297,403.61

5. Public Land Conservation Projects : NONE

6. Adopt Conservation Easement Criteria Update

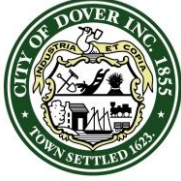
A. Boudreau reported that M. Edgecomb is working with GIS staff behind the scenes and that the current version of the form will remain in use for now.

M. Rudolph asked whether there is a project available to pilot the new draft form.

S. Meyers suggested using an Excel-based version of the form to allow calculations to be performed automatically.

A. Boudreau noted that a few items still need to be cleaned up, but the form is otherwise ready for to pilot.

K. Seavey motioned to approve the criteria rating sheet, S. Meyers seconded, Vote: passed
Additional discussion was held regarding the use of SELT criteria versus Open Lands criteria.
Following discussion, the committee reapproved the criteria.

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7. Reports by Task Groups

A. Outreach and Education

i. Pamphlet/ Flyer Review

M. Edgecomb reported that updates have been made to the pamphlet/flyer. Committee members discussed the possibility of shortening the flyer to make it more concise. The revised flyer will be distributed to the committee for review and feedback.

ii. Woodman Institute Nature Day Update

M. Edgecomb reported that the event was well attended, with a good amount of foot traffic in the morning. Attendance slowed somewhat in the afternoon. The "Paint a Rock" activity was particularly successful. Event organizers expressed interest in partnering on additional events in the future. A. Boudreau shared a question received from a participant regarding the purpose of conservation when properties are not open to public access. She asked the committee to consider how they would respond to similar questions at future outreach events. The committee discussed the importance of being prepared to address such inquiries.

iii. Upcoming Events

No events are currently planned.

M. Edgecomb noted that Wild Birds Unlimited, expressed interest in hosting a birding event at a conservation easement.

A. Boudreau asked whether there would be any cost associated with the event. M. Edgecomb indicated that additional information would need to be gathered.

A. Boudreau suggested the Strafford County Farm property would be an excellent location for birding activities.

M. Rudolph suggested Bellamy Wildlife Management Area as another potential location.

N. Volpe asked whether signage is ever funded for public access lands. A. Boudreau responded that the City provides signage in certain locations.

ACTION: M. Edgecomb will contact Wild Birds Unlimited to explore the possibility of organizing a birding event

B. Easement Monitoring

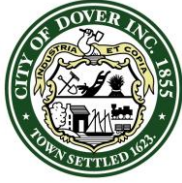
i. Monitoring Group Update

M. Rudolph reported that monitoring activities have slowed for the summer, with the group focusing on completing currently assigned projects.

M. Edgecomb stated that the next monitoring visit will be conducted with K. Seavey and S. Meyers.

P. McVay asked how frequently monitoring is conducted. M. Rudolph explained that the goal is annual monitoring; however, limited capacity makes it difficult to achieve every year. Additional volunteer assistance will be sought in the fall.

J. Greeley expressed interest in joining the monitoring visit scheduled for the following week.



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A. Boudreau noted that the long-term goal is to train volunteers to become comfortable conducting monitoring visits independently, eventually reducing the need for staff involvement. M. Edgecomb added that some priority monitoring reports must be completed annually to meet external requirements.

The committee was informed that SELT monitors a property off 99 Bayview Road and recently identified a violation involving an abutting property owner.

NH Fish and Game also notified the committee of a separate incident involving an abutting property allegedly cutting trees on conservation land. M. Edgecomb will share the parcel information after the meeting.

M. Edgecomb and A. Boudreau provided additional information regarding the differing roles and responsibilities of the Conservation Commission and Open Lands Committee.

ii. Identifying Public Trails- GIS

M. Edgecomb reported that the current GIS information is based on data stored on the server, which has not been updated for some time. She is currently reviewing and updating the information.

The committee discussed engaging the SELT contact to better understand their GIS processes and determine whether similar methods could be implemented locally.

It was noted that dates indicating when properties were placed under conservation are currently not listed in the system, which will need to be added to compare historical and current conservation status.

GIS data can be modified to identify properties with public access and those with restricted access. Discussed color-coding properties with restricted access. The committee also discussed whether information such as the date of the most recent monitoring visit should be included. Members discussed the overall purpose of the map for new committee members. M. Rudolph stated that the map should provide an overview of conserved lands to clearly identify properties that are open to public access.

M. Edgecomb will continue working with GIS staff and keep the committee informed of progress.

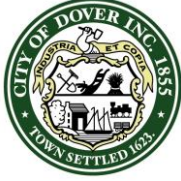
P. McVay asked whether abutting property owners are contacted during monitoring. A. Boudreau explained that abutters are not usually contacted but issues are documented and typically discussed with the property owner as an initial step.

iii. Identifying high priority City owned parcels

A. Boudreau noted that the committee reviewed a list of City-owned parcels at the previous meeting and identified several that should be considered for conservation.

M. Edgecomb reported that some of the parcels identified were already under conservation protection.

Action Item: M. Edgecomb will distribute a list of City-owned parcels that are not currently under formal conservation protection for further committee review.

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8. Other business

A. Workshop Discussion

A. Boudreau discussed the primary responsibilities of the Open Lands Committee, noting that its role is to evaluate conservation opportunities, monitor protected properties, and educate the public about the importance of conservation efforts.

She suggested holding the workshop on these responsibilities during a regular committee meeting rather than at a separate session, allowing all members to participate.

M. Rudolph asked whether the discussion would be intended solely for Open Lands Committee members or if it would be open to others. She noted that bringing all of the various components together in one presentation would be helpful.

M. Edgecomb commented that a condensed version of the presentation could also be beneficial for the Conservation Commission, helping members better understand the role of the Open Lands Committee and how it fits within the broader conservation framework. Whether or not it's a joint workshop, the committee discussed scheduling it in the fall.

ACTION Item: M. EDGECOMB WILL FOLLOW UP WITH [STAFF AND/OR] THE CONSERVATION COMMISSION REGARDING A POSSIBLE JOINT WORKSHOP.

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

K. Seavey motions to enter non-public session M. Rudolph seconds role call agree

10. Re-enter public session

11. Motion to seal Non-Public meeting minutes per RSA 91-A(3)

S. Meyers motions to seal the non-public minutes M. Rudolph seconds motion passes

12. Confirm Next Meeting

No meeting in August, next meeting will be September 17th, 2026

13. **ADJOURN**

Adjourned at 6:56 PM