

**Open Lands Committee**  
**Public Meeting Minutes of March 2, 2006**  
**Council Chambers, Dover City Hall, 5:30 p.m.**

**In attendance:** Dona Layton, Marcia Colbath, Joyce El Kouarti, Tom Fargo, Amy Perry, Cheryl Niles, Steve Bird, Anna Boudreau, Wendy Scribner, John Scruton, Anne Kotlus, Geoffrey Njue, Ann Reid. City Attorney Allan Krans was present for part of the meeting.

**Amy Perry** was introduced and welcomed as a new member of the Committee.

The **February minutes** were read and amended. Steve Bird moved to accept the amended minutes, second by Tom Fargo. The vote was unanimous with Wendy Scribner, Amy Perry and Joyce El Kouarti abstaining because they had not attended.

Steve Bird provided a **Treasurer's Report** ... current bank balance is \$536,270. We received almost \$36K in current use fees in February. About \$155K is not earmarked for projects in the works.

**Attorney Krans** was present to discuss Confidentiality, Right-to-Know and the Internet (e-mail) as it applies to Committees such as ours. Public minutes are to be released within 144 hours of the meeting; non-public minutes are to be released within 72 hours. When sub-committees meet they should provide a meeting summary (date, time, a list of those present and a brief summary of what took place.)

**E-mail** was the main part of the discussion; apparently there is a new law coming soon that maintains that when boards and committees discuss business by e-mail, if they form a quorum, they are actually holding a meeting. One thing he recommended was that we get city email addresses; another was that when discussing properties or other non-public business we use 'Confidential' in the subject heading.

**NOTE:** Please refer to Right To Know Law (RSA 91-A), Right to Know Checklist for Non-public Sessions (RSA 91-A: 3), Dover Administrative Regulation (AS #2-805) on communications and email, & a memo on acceptable use of city provided email and other communications systems.

Joyce El Kouarti made a motion, seconded by Amy Perry for all members of the Open Lands Committee to get city email addresses for Committee business. The vote was unanimous with John Scruton abstaining as he is not online.

Reports from Task Groups:

**Easement Monitoring** – Congratulations to the team who made our presentation to the City Council explaining why easements must be monitored and what is involved. A baseline documentation report is made initially, and each year and annual update is provided.

**Outreach & Education** – Congratulations to this part of the presentation team who provided the history of the OLC and talked about the projects we have been working on since our inception.

The annual Special Places Conference will be held on April 1 at Kingswood RHS in Wolfeboro. Steve asked that those interested in attending bring a completed application form to his office ASAP and he will see what he can do about paying the fee.

Workshops were discussed; so far we have Darrel Covell, UNH Cooperative Extension Wildlife Specialist, leading a bird walk on May 13<sup>th</sup> (tentatively) at the Bellamy River Wildlife Management Reserve off Old Garrison and Rabbit Roads. Anna is in touch with Steve Walker for a date TBA on a second workshop on easement monitoring. This workshop will be sponsored by the Strafford Rivers Conservancy and hosted by the OLC. Anna asked if we could record a webcast and use it as part of a workshop.

Someone suggested that someone they know at the Sierra Club might be able to get them to co-sponsor a workshop, and John suggested having one on bio-fuels (not really our area)

**Grant Writing** – Anna Boudreau & Dave Price are working on grants for the Tuttle property.

**Trails** – Signature is expected soon on the Liberty Mutual section of the Dover Trail.

**Land Action** – no news

**New Business** – none

Wendy Scribner made a motion, seconded by Anna Boudreau, to go into closed session to discuss the acquisition, sale, lease of real or personal property. Roll Call vote was unanimous.

Upon returning from closed session Joyce El Kouarti made a motion, seconded by Tom Fargo, to adjourn. The vote was unanimous.