



CITY OF DOVER

OPEN LANDS COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room, City Hall
Meeting Date: **Thursday, December 15, 2016**
Meeting Time: **5:30 PM**

Members Present: Anna Boudreau (Chair), Isaac Epstein, Anne Kotlus, Kristen Murphy, Andy Goodell and Nick Kline

Staff Present: Steve Bird

Meeting was called to order at 5:34

1. Citizens Forum:

The chair thanked new member Nick Kline for joining the committee.

2. Approval of minutes.

Murphy noted some changes in 6B to clarify notes about a past project.

Chair clarified 8A to be baseline documentation reports on existing and future easements

Epstein made a motion that we approve these minutes as amended, Murphy seconded. All approved.

3. Treasurer's Report

Bird reported that the Conservation Fund as of 11/30/16 is \$616,686.03 with receivables of \$31,855.05.

4. Public Projects:

Bird: Stern/Forbes project is now public. Today we signed an amendment to extend some of the time periods in the original P&S. Good progress. Making progress on deed language. Potentially going to the City Council in January to finalize the project.

Chair answered some questions about the lines in the project. Stern is hoping to sell his property next year.

5. Reports by Task Groups

A. Easement Monitoring

Murphy walked the Day property, and then did Frazer/Daley. Everything looked great on both properties.

Bagdon went well on 12/11. Cassilly was done. We have done everything that is required for this year.

Davidson looked at files for baseline documentation reports. Of the 24 she reviewed (as of 12/11), 7 contained baseline reports

Boudreau: Important that we always have a baseline report for our public easements. Should be ready at the closing.



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B. Outreach and Education

Murphy: Data collection wrapped up last week. We did a preliminary set of graphs and charts. Planning on a January Parent/Student event. We would like to expand the project to all three public schools. Kotlus suggested looking at crowd-funding for expansion of the project.

Boudreau worked on a press release about new officers.

Murphy: Snowshoe Day is February 10 at 6:30. We'll send out the save the date in January.

C. Trails:

The committee did not meet. No news.

6. New Business:

Review of OLC Goals

Land Conservation and Monitoring. We're good on the first, but the real work starts with monitoring. This happens in perpetuity. Move it up higher

OLC completed projects lists - we have an inventory online.

The Planning Board Meet and Greet is coming up on January 10.

7. Old Business

A. RFP for Baseline Documentation Reports on existing and future easements:

Boudreau recused herself during this section of the meeting

Bird: We put out the RFQ for consultants to prequalify to create baseline reports. RFP was due this week, got 4 responses. Bird will sit down with purchasing agent and interview some or all. Maybe have all four on our list, maybe just 2 or 3.

Kotlus: We should have more than 2.

Bird: Sometimes we need to do this quickly, which means we have to have flexibility.

8. Enter Non-public Session

At 6:20, Kotlus made a motion to enter non-public session per RSA 91-A:3. II(d), Goodall seconded. On a roll call vote, all approved.

Returned to public meeting at 6:57 pm.

Epstein made a motion to seal the non-public minutes per RSA 91-A:3. III, because the divulgence would render the proposed action ineffective, Goodall seconded. All approved.

The chair declared the meeting adjourned at 6:59 PM.