



CITY OF DOVER

OPEN LANDS COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room, City Hall
Meeting Date: **Thursday, January 19, 2017**
Meeting Time: **5:30 PM**

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

Staff Present: Steve Bird

Meeting was called to order at 5:32 and a roll call confirmed a quorum.

1. Citizens Forum: None

2. Approval of minutes.

Murphy noted under monitoring - we should have baseline reports for all easements, not “public easements”.

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

3. Treasurer’s Report

Bird reported that the Conservation Fund as of 12/31/16 is \$652,895.38 with receivables of \$4,064.65.

4. Public Projects:

Stern/Forbes is on the agenda for the January 25th City Council meeting at 7PM. Bird has worked on a resolution for the council accepting the easement and using the conservation fund and up to \$15K in closing costs. Boudreau will present to Council.

Kline: How much are we paying? Bird: \$538,000. Kline asked about how long it took to build up the current account balance. Bird: Many years.

Cloitre: Is there any need of us for that meeting?

Bird: If you are available and so inclined and came to citizen’s forum that would be great.

Kline: What should we expect at the meeting?

Bird: I can send out the resolution once it is finalized to members of the OLC.

5. Reports by Task Groups

A. Easement Monitoring

Davidson: We have not completed any monitoring this year, but I will meet with Bird and finalize the list of properties with baseline reports by the next meeting.

Bird: All the required reports have been sent to land trusts and state agencies. As far as I know, we are in compliance with all requirements.

B. Outreach and Education

Murphy: Parent/Student presentation coming up on 1/31 at 6:30. Several members came out up with thoughts about what we can have at the Open Lands Table. Parents want an overview, but they really want



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to see their kids' work. Will purchase snacks and get reimbursed from the grant. Could use some help with snacks, set-up. Murphy will get there at 6. Davidson and Kotlus will be there.

Cloitre: Should we put out a press release?

Murphy: The school has already contacted Fosters.

Boudreau: We should still have some information about the project printed out for the media.

Murphy: I would rather that we do this project, instead of putting an additional burden on the teacher.

Epstein: People had heard about the project when we talked about it at the Planning Board Meet and Greet.

Cloitre: I talked about the project at the Conference of Conservation Commissioners and they were impressed that we are doing community outreach.

Bird: We talked about bringing students to the next Conservation Commission meeting on February 13.

Murphy: I would definitely like to speak, with or without a kid.

Boudreau: It's good to get other parties like the Conservation Commission and the City Council involved.

Davidson: I will pick up the display with Bird's help.

We decided to move the snowshoe from 2/10 to 2/11 to accommodate more members' schedule. Murphy will make a new flyer and work to distribute.

Bird: We broke a record for the Meet and Greet attendance.

Boudreau: I got a call from somebody who encouraged us to work with the chamber of commerce to promote new trees downtown and encourage businesses to donate them. We should talk with the city before we talk to the chamber.

Bird: We should talk to the city arborist. But I'm not sure it's an appropriate project for the OLC.

Cloitre: I have worked on similar projects, like putting gardens in Dover Housing Authority.

Boudreau: Cloitre and I will meet sometime in the coming weeks to talk about whether a project is realistic and find where the city is on the idea.

C. Trails:

Davidson: They sent out minutes this afternoon. They are preparing a video to advertise the City Trail.

6. New Business:

Boudreau: We should have a shared google doc run by the city.

Bird: The city will want to know who can post to it, who can delete. They will have some concerns.

Discussion about what Google doc is. We decided that the purpose of it was to share information among ourselves.

Cloitre: We should have a new member packet.

Kline: I already did one for myself.



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7. Old Business

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

Bird: We had four responses and determined that all four companies were qualified. We sent out a notice telling them that and the next time we need a baseline report, we will put together a packet and let the four companies bid. It will speed up the process.

Boudreau: Baseline documentation report is a legal requirement for landowners. It's documentation of the state of the land when it is conserved. The owner and the easement holder do them together.

We have forty-two easement holdings. We haven't finished the audit, but we think it's maybe about a third have BDR.

8. Enter Non-public Session

At 6:29, Kotlus 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. Cloitre seconded. On a roll call vote, all approved.

Returned to public meeting at 7:07 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, Davidson seconded. All approved.

The chair declared the meeting adjourned at 7:09 PM.