



CITY OF DOVER

OPEN LANDS COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room, City Hall
Meeting Date: **Thursday, March 16, 2017**
Meeting Time: **5:30 PM**

Members Present: Anna Boudreau (Chair), Isaac Epstein, Anne Kotlus, Brenda Davidson, Nick Kline and David Hurlburt

Staff Present: Steve Bird

Meeting was called to order at 5:35 and a roll call confirmed a quorum.

1. Roll Call Attendance

Boudreau conducted a roll call and confirmed a quorum.

2. Citizens Forum:

Boudreau welcomed new member, David Hurlburt. Hurlburt introduced himself to the OLC panel.

Epstein announced that we would be leaving the committee at the end of June. A new secretary will have to be found.

Davidson announced that she would be leaving the committee in May or June, when she sells her house, and moves out of Dover. Her service has been appreciated and the Open Lands Committee will miss her!

Bird reminded members about the Saving Special Places conference in April.

3. Approval of minutes.

Davidson made a motion to approve the minutes from 2/16/17, Epstein seconded. All approved.

4. Treasurer's Report

Bird reported the balance of the conservation fund as of 2/28/2017 was \$126,224.86. Receivables were \$1,327.96.

Kline asked about whether landowners could buy back easements from the city and Boudreau stated that was not possible.

5. Public Projects:

Bird: We hired Chris Kane to do a baseline property report for the Stern/Forbes property. He will do a report to ensure that we have baseline reports in our files for future reference.

Epstein asked about the Stern parcel. Bird will prepare a letter to reach out to the new landowners to talk about the easement and conservation options down the line.

6. Reports by Task Groups

A. Easement Monitoring



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Davidson will be stepping down from the role when she leaves the committee.

Boudreau said that has spoken with Cloitre and she has agreed to take over the role.

Boudreau talked about a UNH Cooperative Extension Easement Monitoring form that she distributed to members. She suggested that the Dover OLC adopt this new form for the sake of clarity.

Bird had a few suggestions for edits. He will work with Boudreau and Cloitre over the next month to refine the document.

There will be a monitoring training course in Milton on 3/25 from 9:00 to 2:00.

Bird distributed a list of easements via email. In the notes section, note comments about mandatory reports. Unfortunately last year we just did required easements, and many have not monitored in a while. We should have a goal of monitoring every easement every year and establishing basement documentation.

Kotlus wondered about inviting students from St Thomas or the Dover High School to help with monitoring.

B. Outreach and Education

Murphy not present. Bird distributed a document with information about what other city boards and organizations are doing

C. Trails:

No update.

7. New Business:

None

8. Old Business

Kline has been working on a handbook for new members of documents in our Google drive to facilitate the integration of new members. He will include instructions for accessing the google drive in the document.

9. Enter Non-public Session

At 6:31, 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. Davidson seconded. On a roll call vote, all approved.

Returned to public meeting at 6:52 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, Kotlus seconded. All approved.

The chair declared the meeting adjourned at 6:53 PM.