



CITY OF DOVER

DOVER CONSERVATION COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: **Second Floor Conference Room** - 288 Central Ave., Dover, NH
Meeting Date: Monday, April 27, 2020
Meeting Time: 5:30 pm

MEMBERS PRESENT: Bill Hunt (Chair)

The following members called into the meeting: Steve Fellows (Vice Chair), Abby Lyon, Jason Aube, Richard Erickson, Amy Kramer-Perry, Robert Atwood (Secretary), Zach Schmidt (Alternate)

Absent (Excused): Piper Bartlett-Browne (Alternate)

Absent (Un-excused):

STAFF PRESENT: Steve Bird (City Planner); Christopher Parker (Assistant City Manager: Director of Planning and Strategic Initiatives)

OTHERS called in: Lindsey Williams (City Council Liaison)

1. The meeting was convened at 5:32 PM and a roll call was done.

Hunt read the following statement into the record:

GIVEN THE SOCIAL DISTANCING PRACTICES NEEDED TO SLOW AND CONQUER THE SPREAD OF THE COVID-19 CORONAVIRUS BEING RECOMMENDED BY OUR FEDERAL AND STATE HEALTH OFFICIALS, AND IN ACCORDANCE WITH THE DIRECTIVES ISSUED BY THE GOVERNOR OF OUR STATE TO LIMIT PUBLIC GATHERINGS, THE PUBLIC IS ENCOURAGED TO TEMPORARILY ACCESS PUBLIC MEETINGS OF THE CITY OF DOVER REMOTELY, INCLUDING WATCHING CABLE TELEVISION CHANNEL 22 AND ONLINE STREAMING ACCESSIBLE THROUGH THE CITY WEBSITE. WHILE REMAINING IN THE COMFORT OF THEIR HOME, WE HAVE ENSURED THAT DOVER CITIZENS CAN REMAIN INFORMED BY OBSERVING MEETINGS REMOTELY BUT ALSO REMAIN ENGAGED BY ENCOURAGING COMMENTS FOR SCHEDULED PUBLIC HEARINGS AND CITIZEN'S FORUM TO BE SUBMITTED EITHER IN WRITING BY EMAIL: DOVER.PLANNING@DOVER.NH.GOV OR POSTAL MAIL: CITY CLERK'S OFFICE, 288 CENTRAL AVENUE, DOVER, NH 03820. CITIZENS MAY ALSO SUBMIT COMMENTS FOR ANY SCHEDULED PUBLIC HEARING OR CITIZEN'S FORUM BY LEAVING A VOICE MESSAGE AT: 516-MEET (6338). ALL MESSAGES THAT ARE RECEIVED FROM CITIZENS BY THESE MEANS ARE PROMPTLY FORWARDED TO ALL MEMBERS OF THE CONSERVATION COMMISSION AND WILL BE PUBLICLY ACKNOWLEDGED AS BEING RECEIVED AND WILL BE MAINTAINED WITH THE MEETING MINUTES.

2. CITIZEN'S FORUM: None

3. APPROVAL OF THE PRIOR MEETING MINUTES – March 9, 2020

Kramer-Perry moved to approve the March 9, 2020 minutes, Erickson seconded. Roll call vote: Hunt – yes; Fellows – abstain; Atwood – yes; Lyon – yes; Aube – abstain; Erickson – yes; Kramer-Perry – yes; motion passes 5-0

4. OLD BUSINESS: NONE

5. NEW BUSINESS:

- A. City of Dover Conditional Use Permit for Kimberly Faustino, Assessor's Map 39, Lot 43, zoned R-12, located at 7 Lakeview Drive. Proposal is to replace an existing 365 sq. ft. deck on a single family house adjacent to Willand Pond, with a deck that is 62 sq. ft. larger. The deck is 30 feet from the pond.

Hunt announced that Applicant has withdrawn the application so no action is necessary

- B. Discussion Regarding Proposed FY 2021 Municipal Budget and Proposed Change in Conservation Fund - Christopher Parker, Assistant City Manager: Director of Planning and Strategic Initiatives



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Christopher Parker made a presentation on the proposed change to the Land Use Change Fees for the upcoming budget. The amount is changing from \$75,000 to \$100,000. The original amount was set in 2011 and has not changed since then. There have been increased costs in those years, including personal costs and more invoicing costs. Additional revenue is coming from the Transfer of Development Rights ordinance so there is ample funding in the Conservation Fund. I wanted to seek a recommendation from the Conservation Commission that I could bring to the City Council.

Fellows: I looked at the numbers and it comes to about a 3% annual growth rate since 2011, which is not much considering inflation.

Erickson: It seems that the increase was a long time coming.

Parker: I also want to address a question I got by e-mail from Abby. The budget includes a new environmental lawyer in the Legal Department to help with environmental issues that will include conservation easements. In the Planning Department budget, I had proposed a new Assistant Planner position to do sustainability planning and support the Energy Committee, but that did not make it into the City Manager's budget. It was the second year the position was proposed.

Lyon: I support the funding for the sustainability planner position in the future with some conservation duties included.

Parker: That is a good idea, so next year I will seek input from the Conservation Commission and OLC during the budget process.

Fellows moved to support the increase to \$100,000 for the amount from the Current Use Change Fees that is directed to the Planning Department, Lyon seconded. Roll call vote: Hunt – yes; Fellows – yes; Atwood – yes; Lyon – yes; Aube – yes; Erickson – yes; Kramer-Perry – yes; motion passes 7-0

6. REPORT FROM THE CHAIR

A. Review of Correspondence Received From NH Department of Environmental Services

1. Letter dated 4/13/20 from DES to owner at 77 Spur Road regarding possible violation

7. OTHER BUSINESS:

Bird reviewed a request from Anna Boudreau, Open Lands Committee Chair, for reimbursement of \$30 from Conservation Fund for purchase of flowers that were presented to Jennifer Morin as part of the closing costs for conservation easement.

Erickson moved to approve the expenditure from the Conservation Fund for \$30 to reimburse Anna Boudreau, Kramer-Perry seconded. Roll call vote: Hunt – yes; Fellows – yes; Atwood – yes; Lyon – yes; Aube – yes; Erickson – yes; Kramer-Perry – yes; motion passes 7-0

8. ADJOURNMENT

Lyon moved to adjourn, Erickson seconded. Roll call vote: Hunt – yes; Fellows – yes; Atwood – yes; Lyon – yes; Aube – yes; Erickson – yes; Kramer-Perry – yes; motion passes 7-0