

# SUNAPEE CONSERVATION COMMISSION

January 5, 2022 Meeting Notes

Present: Van Webb, Tim Fleury, Mark Reynolds, Terri Mattson, Matt Hurd, Barbara Chalmers

Absent: Cliff Fields

Guest: Shannon Martinez, Town Manager

Those noted above met at Town Hall. The following was discussed:

1. **December 2021 Minutes:** Motion to approve by Barbara, 2<sup>nd</sup> by Van, Approved unanimously with Van abstaining.
2. **Treasurer's Report:** Mark reported current balance of \$99,000. \$55,000 was received for 2021 warrant article and \$14,779 in 2021 Current Use land change of use penalties. Motion to accept report by Terri, 2<sup>nd</sup> by Matt, approved unanimously. Funds available for projects are estimated at \$140,000.  
Mark will work with the town's Interim Finance Director to move multiple small ConCom bank accounts into one account with sub-accounts so that various land parcel related moneys to be separately tracked.  
Mark to make sure all 2020 current use penalty funds due the ConCom have been transferred to the ConCom account.
3. **Mail:**  
Wetlands Board Applications for:  
Great Island, Natividad: Dock and wood walkway  
Garnet Hill Road, Killory: 2 seasonal canopies and docks  
1282 Rte 11: Issue closure letter  
Burkehaven Island: Dock repairs  
128 Garnet St, Chalmers: Retaining wall repair  
Lake Ave Geo. Mills: Harrison: Replacement of cribs and dock  
Wetlands Board Alleged Violations:  
Sleeper Rd, Katie & Scott Flint: road and culvert construction  
Lake Ave Geo. Mills, Dean Cibitto: tree cutting in buffer, increasing impervious surfaces
4. **Invoices:** MeadowsEnd \$300 invoice for LCIP easement monitoring approved last month has been gone to town office for payment.
5. **Visitors:** Shannon Martinez, town manager introduced herself and provided an overview of her management style and up-coming changes in town office processes to improve work flow and services to citizens. She is meeting with all town committees and groups to identify issues and seek ways to collaborate. She noted that the selectmen are looking to hire an enforcement inspector for building code, planning and zoning ordinances to be paid from permit fees. Lack of enforcement of existing ordinances has been a concern of the ConCom. Shannon asked if we have other concerns.  
Van noted that in December the Planning Board invited a ConCom rep to their peer review monthly meeting but when Mark tried to attend, he was told they are not open to the public. Shannon indicated this was a mis-communication and as part of town government, the ConCom rep is welcome at these meetings.  
Van noted that there are volunteers who would like to be able to help maintain town land hiking trails, but for liability reasons, the prior town manager did not allow this. To clarify, volunteer chain saw use to clear trees is not being requested. Shannon will review this with the town's insurance carrier.  
Everyone found that our introductory meeting with Shannon had been helpful and thanked her for attending.
6. **View Easement:** Surveyor Clayton Platt has created a plan to define the tree cutting zone for the view easement of two lots owned by Josh Ginsberg and one additional lot to the west. After discussion, all agreed for Tim to contact Josh again and request a 50-50 sharing of survey, plan and easement field marking services of about \$1,200. Ausbon Sargent Land Trust will be contacted to approve of the easement. There will be some incidental costs associated with recording the easement deed.

7. **Memorials Policy:** From last month's discussion, Tim volunteered to contact ASLT regarding any policy they have and reported there is no policy, requests are handled on a case-by-case basis, but they are discussing creating a policy. For now, we will continue to do the same and may take this issue up again in the future.
8. **Master Plan Survey Input:** Tim summarized suggestions from Ginny, Barbara, and Mark. The following suggested changes and addition to the survey to be forwarded to the Planning Board:
  - Item 1: Term "Permanent Resident" change to "Year-round Resident"
  - Item 5: Like best about Sunapee, Add: "Lake Sunapee and our ponds"
  - Item 6: Regarding population growth, suggest providing context, for example population grew 1960-80 by 1,250 people and in 1980-2010 by 180 people. (Per NH Office of Energy and Planning)
  - Item 7: Planning issues: Add: Preservation of unbuilt open space. Protection of wetlands & water bodies. Limits to tree cutting in developments.
  - Item 7: Commercial Uses: Add: Short-term rental housing
  - Item 8: Missing
  - Item 9: Add: Expanding town forests and conservation land. Expanding hiking & biking trails. Traffic calming
  - Item 12: Add: Improving/maintaining lake and pond water quality. Enforcing zoning, planning & shoreline regulations.
  - Add blank lines for Other CommentsTim to forward to Michael Marquis right away.
9. **Natural Resources Inventory (NRI):** Updating the 2010 NRI narrative and maps was discussed. Mark asked what would be updated? Current use lands, conservation lands and other new data with current mapping technology. Barbara noted it would be helpful to have an overlay map of areas served by municipal water and sewer, as these greatly impact land development potential and groundwater use zones. Cost sharing with the Planning Board is anticipated. Barbara noted that the 2010 NRI did not address historic, cultural or unique geologic resources, and can be addressed in the updated NRI. Barbara will contact the Upper Valley Lake Sunapee Regional Planning Commission to find out if they still can provide NRI services and if so at what cost, if not, who does? Barbara will look into getting a map of Sunapee water & sewer service lines and having pdfs of the 2010 NRI maps on the ConCom town website.
10. **Planning Board – ConCom Interface:** Van noted that ConCom members need to attend the Planning Board's next master plan meeting. Terri will continue representing the ConCom at regular Planning Board meetings. Discussion of ConCom input on conservation set-aside land in planned developments so that this land is not just the "left-overs" with no access or useful configuration.
11. **2021 Town Report:** Van will write the ConCom summary for the report, due later this week.
12. **2022 Warrant Article:** ConCom funding article remains at \$40k. Amount could be changed at the deliberative session. Discussion, then agreement to stay with current amount and next fall provide data to support the usual \$55K request.
13. **Old Business Pending:**
  - Knotweed / Invasives partnering action plan proposal - Ginny
  - Purchase of hiking trail arrow markers - Van.

Next Meeting: Feb 2. Adjourned 9:45 PM

Respectfully submitted,  
Barbara Chalmer, acting secretary