

Commission Members: Chair Leanne Miner, Members Cindy Crane and Rich Cooper

I. WELCOME and CALL TO ORDER

Ms. Miner called the meeting to order at 6:45 PM.

II. MINUTES

- A. Ms. Miner made a motion to approve the meeting minutes for November 6, 2023. Mr. Cooper seconded, and the vote was 3-0.**

III. NEW BUSINESS –

- A.** Ms. Miner is submitting an application for technical assistance through the Connect to Protect program to update the GRANIT mapping for the Town. Mr. Cooper will liaison with the Open Space Group on this project.

IV. CONTINUED BUSINESS

- A.** Pellerin Land and Spruce Swamp Easements – Ms. Miner is working with Southeast Land Trust on RPFs for Phase 1, Survey, and Title scopes of work.
- A.** Oak Ridge North Timber Harvest - Ms. Miner provided an update on pre-mobilization efforts including wetland permitting and harvest plans. She is still waiting for a Forest Management Plan from Moreno Forestry Consultants and permitting for submittal to the NHDES Wetlands Bureau for road improvements from Mark West.
- B.** Easement Monitoring – Ms. Miner and Mr. Cooper will get together to plan the first monitoring event proposed to be at the Thunder Road subdivision. She may also reach out to the County Conservation District to see if its possible to do a review of invasive species at the new subdivision open space off of Scriber Road, Violette Estates.

V. OTHER DEPARTMENT NEWS

- A.** Zoning Board of Adjustment (ZBA) No applications
- B.** Planning Board –
- a.** Leclair Subdivision – The Commission reviewed the plans. Ms. Miner provided an overview pointing out wetland mapping, shoreland buffer, and planned septic and building area. Members agreed there were no comments and that the application meets their expectations.
- b.** Cassett Holdings Site Plan Review – Mixed Use Warehousing and Housing. Ms. Miner provided an overview of the project noting lighting will be dark sky compliant and no lighting out back facing the swamp. There is no infrastructure in the wetland buffer. Occupants will be office and trades-like tenants. There are restrictions on chemical use and a blanket Spill Protection Control and Countermeasure (SPCC) Plan. A hydrogeo report was submitted and provides a very general overview. Landscaping is limited and the drainage will be reviewed by the Town Engineer. Members agreed there were no comments and that the application meets their expectations.

VI. REPORT FOR OPEN SPACE

- A.** Report –

VII. ADMINISTRATION

A. Calendar

1. The Coyote talk is Thursday January 11, this Thursday.
2. The next meeting is February 5 at 6:30PM.

B. Grant Tracking – no updates

C. Reimbursements – no updates

D. Correspondence - None

E. Administration/Budget – The annual accounting was provided for the Land Use Change Tax Account.

1. Operating Budget (\$0 remaining)
2. Forest Management (9/30/23) \$23,131
3. Current Use (9/30/23) \$118,723
4. Residual (9/30/23) \$560
5. Arelia Mahoney (9/30/23) \$3,032

VIII. ADJOURNMENT

Ms. Miner made a motion to adjourn the meeting at 7:15 PM. Ms. Crane seconded the motion, and the vote was 5-0.

Respectfully Submitted,



Leanne Miner, Land Use Administrative Assistant