

**Town of Newport, NH**  
**Newport Conservation Commission**  
**Minutes of October 28, 2020**  
**6:30 PM**

**Board of Selectmen's Room/Municipal Building**  
**15 Sunapee Street/Newport, NH**

**Remote Access: Zoom.com** - Meeting ID: 829 7337 4651    Passcode: 227253  
+1(929) 205 6099 US (audio only, long-distance fees apply)

---

**MEMBERS PRESENT:** Clifford Richer, Acting Chairman; Linda Dennis, Ken Dennis, Barry Connell, BOS Representative

**MEMBERS ABSENT:** none

**STAFF PRESENT:** Christina Donovan, Planning and Zoning Administrator

**VIDEOGRAPHER:** John Lunn

**CALL TO ORDER:** Acting Chairman Richer called the continued meeting of the Conservation Commission meeting to order at 6:32 p.m. followed by a roll call of those present and the Pledge of Allegiance.

**AGENDA REVIEW:** Accepted as presented.

**MINUTES:** December 18, 2019; October 21, 2020  
Minutes of December 18, 2019

On a motion by Mr. Dennis, seconded by Mrs. Dennis; *the Commission approved the minutes of the December 18, 2019 meeting as presented. The motion passed 3-0-1. (Connell abstained)*

October 21, 2020

On a motion by Mr. Connell, seconded by Mr. Dennis; *the Commission approved the minutes of the October 21, 2020 meeting as presented. The motion passed 4-0-0.*

**NEW BUSINESS:** None

**ADMINISTRATION:** The Commissioners and Ms. Donovan met to clarify responsibilities:  
*Review and explanation of Commissioners Duties, Administrative Duties and Supervision of Commissioners by Administrator:*

**Monitoring Reports**

There was a general discussion and explanation to Ms. Donovan on the monitoring of Newport's four Conservation Easements.

- a) Monitoring easements on-site
- b) Writing reports:
  - 1. One copy for Newport's files and one for the State: sent to Mr. Steve Walker, Conservation Stewardship Specialist; Office of Energy and Planning (OEP)

The Commissioners were appointed easements to monitor for the year 2020. Ms. Donovan asked to be able to go with a Commissioner to gain an understanding of the process and the work that the Commissioners do. Ms. Donovan offered to assist with electronic filing of reports to the state.

The following monitoring responsibilities were assigned:

Barton Easement: Mr. Richer and Mr. Dennis

Johnson Easement: Mr. Richer and Mr. Dennis

Yeomans Easement: Mrs. Dennis and Mr. Dennis

Wells Easement: Mrs. Dennis and Mr. Dennis

### **Annual Report (for Town Report)**

There was a brief discussion and explanation of the Conservation Commission's entry into the Town Report. Ms. Donovan will get more information for the Conservation Commission.

### **Treasurer's Report (sent from Finance Director Brown)**

Report was not available.

### **Boundary Stakes**

Mr. Dennis gave an historical explanation of the boundary stakes and what the Conservation Commissioners were planning to use them for. Mr. Richer gave additional information, telling Ms. Donovan that the State had sent the Newport Conservation Commission 3" x 3" metal conservation tags (in the Conservation Commission filing cabinet) to be mounted (on stake) along the easement boundary lines to identify the land as Conservation land. There was a general discussion on the Commission's efforts trying to accomplish this task.

Ms. Donovan told the Commissioners she would:

- Talk to Finance Director Brown
- Talk to Public Works Director Cartier
- Contact the State concerning the stakes and a possible grant to acquire some.

### **Additional information: monetary concerns**

The finances of the Conservation Commission were discussed. Ms. Donovan was told that currently the Commission's money comes from the harvesting of timber on Newport (Conservation) land. The Commission did not have the financial report; they therefore did not know the amount in the Commission bank account. There was a scheduled harvest the winter 2020-2021 on the Gilman Pond easement. Mr. Cartier was aware of it.

The Commissioners said they would like a distinct outline of the responsibilities of the Conservation Commission. The Commission had been told they were responsible for the maintenance and replacement of the trees on the Common. The Conservation Commission wanted it clarified as to whether they are to do this from their money, or if the Town will give them money through a line item in the budget.

The Town has not given them an annual budget to do this (in years). It had been mentioned in 2019 that budgeted money could be allotted for the care and custody of the trees on the Common. The Commissioners would like to see a line item submitted during the budget season for this work.

Mr. Connell, BOS Representative; stated that the subject needed to go to Finance Director Brown. A line item needs to be added to the budget. Town Manager Rieseberg needs to give a directive to the Public Works Department for requests; otherwise the work will not be done.

- Ms. Donovan would look into a line item for conservation work on the Common.

### **Forest Management Plan**

The Commissioners explained to Ms. Donovan that the Commission had paid (with Conservation money) to have a forest management plan done by Meadowsend Timberlands Limited (Jeremy Turner and Laura

French contacts) for Newport's Conservation lands. There was a short discussion on the Plan. Commissioners asked about any progress of allowing the company onto the Town of Newport lands for long overdue forest management.

On a motion by Mr. Dennis, seconded by Mr. Connell; the Commission voted to adjourn at 7:18 p.m.

Respectfully submitted,

Maura Stetson

Scribe

Approved: November XX, 2020