

CONSERVATION COMMISSION MEETING
JULY 11, 2018

PRESENT: Bob Boynton, Chairman, David McTigue, Jack Messe, Karen Miller, Matt Oliveira, Lori Rautiola

ABSENT: Kleta Dudley (SoRLAC Rep.) Michael Bara, Lisa Oden

The meeting was called to order at the Town Office on July 11, 2018 at 7:30 p.m.

The minutes of the June 14, 2018 meeting were reviewed. Jack made a motion to approve the minutes. Karen seconded the motion and it passed unanimously.

Committee Reports:

Communications: Bob mentioned the derelict cars throughout town. He noticed there are many junk cars in people's yards and felt they are causing harm to the groundwater. There was discussion on whether or not this was in the purview of the Commission. Jack mentioned it seems more like a Zoning Board/Selectmen issue rather than Conservation. Bob stated it was a police matter and should be reinforced.

Bob gave an update on the process of NHDES wetland permits, adding he spoke with someone at the State and clarified the fourteen days starts from the time the Town Clerk signs the wetland permit. Bob noted the Commission has fourteen days to sign the application. Matt added the State is in the process of changing the time frame for the permits. Bob added he will follow up with the State and when the Commission has the correct information they will add it to the town website.

Bob reported he met with the new Town Administer Carlotta Pini, the Building Inspector Rick Donovan and Lori regarding ways to protect the town's wetlands, streams and ultimately the ground water during land development. It was noted the Building Inspector is not required to visit the building site until the forms are in place for the footings/foundation. One of Bob's concerns was stopping impacts to wetlands before the work commences. During the meeting it was determined that Lori will forward the septic approvals from the State to Bob since this usually means that some sort of work will be done on that certain parcel; Bob can then research on the GIS maps if any wetlands are present on the property or any abutting properties.

Members discussed how to incorporate setbacks onto the building permit. Bob stated the setbacks are mentioned in the guidelines but are not on the actual permit. Lori noted all setbacks (including wetlands) must be drawn on the site plan that is submitted with the building permit application. Bob stated there should be inspections before there is any disturbance to the property, adding the town should be able to go on the property as soon as the building process starts to see that there are no violations of wetlands. There was discussion on what point in time the town can access the property. It was noted the Building Inspector is allowed on the property if a permit is being processed/ permitted or there is a code violation. Jack questioned what other towns in the area are doing.

Lori distributed the town building permit for members to review. David noted to add a space on the checklist page for wetlands or make a mention of it on #11- Site plan drawing, to read "include all wetlands and streams." Karen stated there is a lot on the application that can be modified but does not believe this would be in purview of the Conservation Commission. Bob disagreed. Jack questioned if Bob's concern was the need for the Commission to have a "first look" at the building site. Bob responded it was however, no one is allowed on the property prior to the building permit being issued. Bob continued stating there should be a new mindset before the building process even starts. Jack stated to possibly have the building process listed on the application. Bob stated the Selectmen need to rethink the process and point in time a building permit should be applied for, adding the house and driveway should be staked out prior to any construction or excavation of land. Jack noted one would need access to the property in order to have an idea where a house can be built. Bob stated he would be willing for the Commission to go and visit

the site prior to a building permit being issued. Bob continued stating the name of the permit should be updated to a "development permit".

It was determined the Commission would like to see a check box on the Building Permit Application for a setback inspection prior to the approval of the building permit. Karen mentioned finding a small group of people (not necessarily Conservation Commission members) who are interested in making these changes to the Building permit process and moving it forward to the Selectmen. Bob made a mention of going through the Planning Board as well and that he will speak with Selectman Lage regarding their concerns.

Bob made a motion to disburse \$400 from the budget to pay for the GIS annual support contract. Matt seconded the motion and it passed unanimously.

The meeting adjourned at 8:48 p.m.

Respectfully submitted,

Lori Rautiola