

MEETING MINUTES

ALBANY CONSERVATION COMMISSION

Tuesday, February 5th, 2019. 6:00 pm

Members present: Cathy Ryan, Cort Hansen, Sean Wadsworth, Mike Stewart. Absent: Paul Brown – Alternate

Cathy called the meeting to order at 6:10 pm.

Under new business Cathy began with the discussion to approve the minutes for the 12/4/18 meeting. A motion to approve the minutes was made and with a second the minutes for the 12/4/19 meeting were approved 3-0-1. Cort abstained as he was not in attendance at the December meeting.

Cathy noted that the budget for the new fiscal year needs to be prepared for inclusion with the Town budget for the March town meeting. A brief discussion over the attendance figure was made and it was determined to maintain the attendance line at \$2940 which covers 12 months of meetings with 5 members and 2 alternates. The FY 2018 budget did not expend that amount due to some months not having a meeting and the board being down member-wise, but it was felt that the board should budget for a full year of meetings with a full board. The operating budget figure of \$1000 was discussed and it was agreed to keep it the same. FY2018 had expended about \$600 of that figure, but it was expected that more signage expenses would be incurred in 2019 and that there should be a little reserve in case of unanticipated expenses. The legal expense budget line was entered at \$1 which would cover the commission statutorily in the event there would be any legal expenses and would allow the commission to transfer money from the operating budget should there be a need. Cathy made a motion to propose the conservation commission budget at \$3491 of which \$2940 would be attendance, \$1000 operating and \$1 for legal expenses. Cort seconded the motion. With no further discussion a vote was taken and the budget was approved by a vote of 4-0.

Cathy noted that the Conservation Commission's Conservation Fund saving account with the bank had received a notice from the bank about the lack of account activity. The bank requires some account activity on a regular basis to demonstrate that the account is active, otherwise it would have to be withdrawn. After a short discussion it was suggested that the town withdraw some sufficient amount to satisfy the bank's activity requirement and then re-deposit it after an appropriate waiting period has passed. Cathy made a motion to ask the town treasurer to make such a process. Cort moved and Mike seconded the motion and the motion was approved 4-0.

Cort mentioned that he had earlier proposed Kevin Tilton to serve as the 5th full member in October. Kevin said that he would be unable to meet on the board's scheduled Tuesday meeting date until after March. Kevin's name has been submitted by the commission for approval by the BOS after the October meeting.

Sean discussed the State's draft groundwater protection ordinance (GPO) that he recently sent to members. He said that Tara Taylor has advised him that the Ossipee Aquifer Advisory Committee would be meeting on March 26th and that members were welcome to attend at the Green Mountain Conservation's new Heron facility. Sean said towns interested in a GPO could use the State's draft ordinance as a foundation document and then pick and choose how detailed they wanted to create for their own town. Several other towns in Carroll County have already done so. Jackson is working on their draft GPO currently.

Sean noted that the trailhead parking area on the Kanc is not being regularly plowed. A discussion involved who was plowing the lot last winter, and who or if, the Albany road agent is doing so this winter. Cathy said that she could inquire as to whether the road agent was including that lot in the regular winter road maintenance.

Sean made a motion to have Cathy check with Curtis Coleman regarding the lot plowing and have the lot added for regular winter maintenance. Mike seconded the motion and the motion was approved 4-0.

Cort said that reviewing the records for meetings during 2018 he noticed that the special meeting on 9/11/18 regarding the endorsement of HEB letter from the Albany CC had not been approved by the commission yet. Mike made motion to put on the table approval of the 9/11/18 meeting minutes. Sean seconded the motion and the motion was approved. Cort reviewed the minutes and the purpose of the meeting and offered copies for anyone who needed to review them. With no further discussion a motion to approve the minutes was made and with a second the minutes for the 9/11/18 meeting were approved 4-0.

Cathy reviewed the progress on the Town's Emergency Operation Plan and detailed the recent meeting on January 28th where a practice session was held on a hypothetical emergency incident in Albany. Cathy said that the EOP is valid for a 5 year period before a review would be needed again.

The next ACC meeting is scheduled for Tuesday, 3/4/19 at 6:00 pm.

With no further business to address and with no public comments a motion to adjourn was made by Mike and with a second from Sean the vote was 4-0, and the meeting adjourned at 6:41 pm.

Cort Hansen, Conservation Commission Secretary.