

OFFICIAL MINUTES: Business Meeting
Eliot Conservation Commission
Eliot, Maine 03903

DATE: April 4, 2018
APPROVED: May 2, 2018

OFFICERS:

Chairman: Kimberly Richards
Vice chairman: Glenn Crilley
Secretary: Lisa Graichen
Treasurer: Kari Moore

The meeting was called to order at 7:01PM at the Eliot Town Hall.

In attendance: MEMBERS – Kimberly Richards, Lisa Graichen, Kari Moore, Glenn Crilley, Doug Warrender, Sarah Plocharczyk, Jack Murphy (Liaison to Select Board); *Absent: Jess O'Donoghue*

Public input (*none present*)

Review and Approve Past Minutes:

3/21/18: Glenn made a motion to accept the minutes. Kari seconded. Unanimously accepted.

Financial Report: Kari: No changes to report. Need to get a receipt from the Land Bank expense for Goodwin Farm – **Kari: Follow up with Becky Bergeron.**

Recap on Citizen's Option meeting: We requested \$10,000 instead of \$5,000. Overwhelming support. Having the numbers at hand was helpful (from PREP study, last year's vote). We should put some points together in the paper, website, packet sent to voters?

Lisa: Work on updating our talking points.

Doug: Work on the numbers.

Town Forest/Woodlands Management Plan

Forester reached out to Kim – interested in updating the plan? He's willing to review the existing plan and see if he has suggestions.

Glenn: Existing plan was well done. Grant funded.

Jack: Yearly picnic to have the Conservation Commission to review the plots?

Sarah: Websites for the conservation projects, parks, town forests, etc. need improvement!

Doug: Google Maps – customize

Kari: Focus areas of concern pamphlets → add maps, have to look at public access issues

Need to get out and visit the areas, could tag onto vernal pool efforts

Punkintown isn't really public access, Goodwin Farm will have trails marked

Douglas Woods is on GWRLT website

Map of all the areas in town – public access, address, details, etc.

Start with GIS data (Emily: Updated every year, flyovers every 3 years – very good)

Sarah and Doug take the lead on town property map, Lisa can help with mapping too

All: Check out the current forest management plan

Glenn: Also the Johnson Lane Town Forest property – doesn't have a management plan

Town Planner

Emily: Very interested in Conservation Commission work, spent 5 years working with Conservation Commission in CT, want the Planning Office to be a resource here in town

Kim: Ongoing issue with timing of reviewing projects

Kari: Where do you see us fitting in the process? Understand we're advisory, not regulatory.

Emily: Major change = moving submission deadlines up so everything's due 2 weeks before the meeting where it will be reviewed, Planning Board packet comes out a week before the meeting, and the packets will be available online – Commission can review; if some materials come in late they'll be added to an after-the-fact agenda, but shouldn't be substantial changes; notification – created a process list and included Conservation Commission for subdivision applications (we'd automatically be notified by Emily), site plan review would be more up to the Planning Board; can also receive e-subscriber alerts that Planning Board agendas (and packets) are up – proposing this process to Planning Board 4/17

Kari: What's the process for the Commission to submit comments?

Emily: When the Commission is asked for comments, you'll see a memo with the paperwork – you can print or pick up here and use that to submit your comment; can submit comments to any public hearing

Glenn: We have to discuss any Commission comments in a public meeting, agree to submit comments

Kari: May need to have a special meeting (needs to be posted a certain number of days in advance)

Emily: Planning Board meetings are 1st and 3rd Tuesdays of the month; usually there's a public hearing for the larger impact projects; meeting to accept the application, depending on if it's complete they'll decide to hold the public hearing (another meeting); so there could be multiple meetings – more time for to review and put together comments; there's a memo online in the packet that explains application timelines the Planning Board should be following. Planning Board only reviews applications at their second meeting of the month.

All: Check out the timeline online

Site walks – generally scheduled earlier in the day of the 2nd Planning Board meeting of the month; noticed 7 days in advance; usually they decide at the previous Planning Board meeting where they're discussing the application; up to the chair's discretion to recognize public comment

Vernal pool project

Kim got the message to the Select Board, hasn't heard anything yet

Kari: Pick a site to go to and invite the public to come

Kim: Mentioned the idea to Helen Goransson re: Libbey Farm, she seemed interested

Kari: NRPA permits – if they found significant vernal pools we don't know – no database; Libbey Farm – we know they found them but no other information about it, would like to see that info added to the GIS database; State Beginning with Habitat website; something to look for in future applications

Vernal Pools training 4/24, 3-6pm (Kari, Jess, and Lisa are signed up) – Kari will check to see if it's full

Next year the trainers want to come to each town, maybe earlier in the season

75 Kari: Michelle Meyer's property (Glenn: Two vernal pools)

76 Potential sites: Both Town Forests, maybe Michelle Meyer's property → Earth Day? (4/22)

77
78 **Great Hill Gravel:** Kim will check in with Heather. A resident told Kim they were very concerned.

79
80 **Development Projects Review**

81 Emily: Two remaining applications have public hearings 4/17, and we have received one for a dock
82 (4/10), another one in Shoreland that will probably be on for a sketch plan

83
84 **Old Business**

85 Kim reached out re: Goodwin Farm project – there's a small parking area, not trails yet

86 Resources: Mt. A to the Sea Initiative, Great Works Regional Land Trust

87 Jack went to York River meeting – final report of the buildout by Judy, lot of people there; Emily was
88 there too; how can people access the data? She's building a story board on Esri. Emily will send link.

89 Jack: In Eliot, stormwater work is focused on the Piscataqua, Select Board put a cap – \$200,000 max we
90 can spend on stormwater; but there's also the York River watershed we are part of; sea-level rise
91 Kari willing to step in as chair. Doug willing to step in as treasurer. Kim made the motion, Glenn
92 seconded. Unanimously adopted. Next meeting discussion: Vice chair.

93
94 **Roundtable**

95 No discussion.

96
97 **Next meeting: Wednesday, May 2, 2018, at 7:00PM at the Eliot Town Hall**

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99 Kim made a motion to adjourn, Kari seconded, unanimously approved. Meeting adjourned at 8:19pm.

100
101 Respectfully submitted,

102
103 Lisa Graichen

104 Secretary, ECC

105 Cc: Eliot Town Clerk, Commission Members, Commission File