

# **JOINT HOLLIS CONSERVATION & AGRICULTURAL COMMISSIONS WORKING GROUP**

Minutes of Meeting

December 14, 2017

Approved January 17, 2018

Members Present: Mark Post & Dan Harmon, Agricultural Commission; Jonathan Bruneau & Cheryl Quaine, Conservation Commission; Connie Cain, Staff.

Meeting was called to order at 12:05 pm.

M. Post opened the meeting with an overview of what will be discussed during this meeting, which includes some public and some non-public items, including the Request for Bid (RFB), sales and marketing, and identifying the lease area. C. Quaine stated that she had emailed out some ideas for scoring and criteria for submitted bids. She will update based on today's meeting and resend. M. Post noted that he had met with the Town Attorney William Drescher (Atty. Drescher) and will update members on that meeting in non-public.

D. Harmon stated that the Stefanowicz site walk had not yet occurred, due to schedule changes. The main reason for this site walk is to determine where a specific corner is along the northern boundary with the Lavoie Farm. Some discussion about which plan is the correct plan; is there a need for a new survey to be done; and how would the new survey be paid for if necessary. Consensus was that a new survey plan is probably not necessary, although J. Bruneau related that Meridian Land Services Inc., who created the most recent survey, has been unable to provide the GPS coordinates supposedly taken as part of the survey. The site walk was rescheduled to Saturday, December 16, 2017, with attendees to meet at the house at 126 Nartoff Rd at 10:00 am. As no Conservation Commission (HCC) funds were used for the property purchase, the HCC may not want to pay for a new survey.

## **LEASE AREA**

M. Post stated that Atty. Drescher had requested that the lease area be defined as soon as possible. As far as the lease area is concerned, the disposition of the house is still to be decided. At the last HCC meeting, M. Post had brought the matter up. P. Band stated that the Town does not want to become a landlord, so leasing the house is not an option. It was felt that there were 2 options available to the Town:

- 1.) Sell the house and a conforming lot of land. This would require a subdivision plan to be approved.
- 2.) Define the legal house lot, and do not include in the lease agreement.

Discussion ensued of the legal requirements to sell the house, such as can it be sold "as is?" Members felt that is could be, but would need legal determination from Atty. Drescher. The fate of the house is to be decided by the Board of Selectmen; M. Post felt that regardless of the Town's decision, it does not affect the lease area. At the last Agricultural Commission (AG) meeting, M. Post and D. Harmon had spoken to Selectman David Petry, who felt it would take some time to accomplish to how the house will be disposed, whether by sale or other methods. C. Cain felt that should the Selectmen decide to sell the house, it would require a majority vote at the annual Town meeting. D. Harmon will acquire a larger copy of the property survey for ease in review. The final lease area should be decided at the next meeting.

## **BID PACKET**

M. Post has created a draft lease agreement based on a meeting with Atty. Drescher, at which himself, J. Bruneau, Tom Dufresne, HCC Chair, and Kim Galipeau, Town Administrator, were present. The existing Woodmont West and the 1-year Stefanowicz leases were reviewed, and several questions were also answered. M. Post related that he had asked about what the Town can request from potential bidders as part of the bid packet, and was told that as long it was not discriminatory, the Town can request any information that they feel necessary to obtain to make a properly informed decision. The Natural Resources Conservation Service (NRCS) management plan requirement can be part of the lease, as well as other items. D. Harmon asked when Heather Foley of the regional NRCS office would be able to conduct site walks for the informal review of potential bids. Ms. Foley had previously stated that she would be able to informally review such plans for potential bidders, but how would she be able to inform the workgroup of her findings? M. Post will contact her, and clarify what she is willing to do as an informal plan review, and how those reviews will be communicated to the workgroup.

M. Post reviewed Sales and Marketing for the lease. During his fact finding on the subject, he spoke to Josh Marshall of the NH Farm Bureau, and explained what the Town is attempting to accomplish. Mr. Marshall, who is the Communications Director, is very interested in creating an article, independent of the lease, on the farm's history of and the Towns involvement and efforts to keep it as agricultural. Mr. Marshall recommended advertising the lease and RFB on their website, and also in their bi-monthly publication, "The Communicator." Additional publications, both online and in print, reach the majority of farmers in New England, so informing regional farmers of the lease opportunity should be accomplished.

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**NON-PUBLIC SESSION**

J. Bruneau made the motion to enter into non-public session, in accordance with RSA 91-A:3, II(d); seconded by D. Harmon. All members in favor, none opposed. The motion to enter into non-public session carried 4-0-0, and the work group entered non-public session at 1:00 pm.

**RETURN TO PUBLIC SESSION**

J. Bruneau motioned to return to public session and to keep the minutes sealed under RSA 91-A:3, III; seconded by D. Harmon. All members in favor, none opposed. The motion to return to public session carried 4-0-0, the minutes were sealed, and the work group returned to public session at 1:59 pm.

**MINUTES**

M. Post motioned to accept the public minutes of November 20, 2017 as written; seconded by J. Bruneau. All members in favor, none opposed, and the minutes were approved by a vote of 4-0-0.

There were no non-public minutes for the November 20, 2017 meeting.

**MEETING SCHEDULE**

After discussion, the next meeting was scheduled for Monday, January 8, 2017 at noon, if there is space available. The alternate date would be Tuesday, January 9<sup>th</sup>. (STAFF NOTE: Meeting is scheduled for January 8, 2018 at noon.)

**ADJOURNMENT**

M. Post motioned to adjourn the meeting; seconded by J. Bruneau. All members in favor, none opposed, and the meeting adjourned at 2:04 pm.

Respectfully submitted,

Connie Cain  
Staff