

# JOINT HOLLIS CONSERVATION & AGRICULTURAL COMMISSIONS WORKING GROUP

Minutes of Meeting  
March 31, 2017  
Approved June 2, 2017

Present: Mark Post and Dan Harmon, Agricultural Commission Members; and Jonathan Bruneau and Mary Jeffery (via telephone), Conservation Commission Members.

Others present: Greg Bianco

The meeting was called to order at 3:04 pm.

M. Post informed members that the property transferred ownership to the Town on March 17, 2017. At Town Meeting the following day, Town residents authorized the Board of Selectmen (BOS) to enter into a lease of up to 25 years for the Stefanowicz Farm property. M. Post noted that it was the most discussed item at Town Meeting.

M. Post stated that before the Town can put out a bid packet for any potential agricultural lease; the BOS will need to determine the lease area in the near future. Towards this goal, the workgroup will need to make some long term recommendations to the BOS, and he felt that the decision on the lease area will need to be made by May 2017 in order to have bid packets available by June 2017. In order to receive and make a decision on any bids submitted for the 2018 growing season, bids should be due sometime in September or October 2017, and a decision made by December 2017. Based on this timetable, M. Post has requested to be placed on the BOS agenda for their May 8, 2017 meeting.

M. Post hopes to have the following information available to the BOS at this meeting, including:

- 1.) A summary sheet, with recommendations about the potential lease area sites. This summary sheet will be sent to the BOS prior to the meeting;
- 2.) A list of potential future uses of the property, including the possibility of recreation fields. M. Post also recommends that the Agricultural, Conservation and Recreational Commissions also be given this material.

G. Bianco asked about the potential agricultural lease site.. M. Post explained that based on the discussion with Kyle Gillis, Recreation Commission Director, at the public meeting on February 16, 2017, the Recreation Commission would like to utilize the flatter areas as recreation fields. This workgroup is only focused on the agricultural lease, and will not be discussing or making recommendations on any other potential uses for the property.

D. Harmon stated that at some point this year, the agricultural lease bid packet will be available, and there will be at least one public information meeting to discuss the leased area, in addition to a possible site visit with potential bidders. M. Post stated that all the information gleaned, to date, should become part of the bid packet. G. Bianco asked if anyone had considered the potential impact that having a recreational area would have on the house lot on the property, or did they feel it was not of concern; M. Post stated that the existing house lot on the property had been thought of as a separate lot, and it wasn't discovered until recently that no subdivision had been formally created or recorded. The workgroup was not making any recommendations on the future use of that portion of the property, just the agricultural lease. M. Post thought that the Town had recently conducted a site visit, but he was not privy to any information gathered on the visit. (Staff Note: The site inspection was delayed due to weather conditions. CC) (There was some paper shuffling/rustling, and I couldn't hear what was being said for a few moments. CC) Should the BOS decide to sell the house, they must create a subdivision to break the house off as a separate lot. No decisions have been made by the BOS to date.

(G. Bianco left the meeting at 3:20 pm.)

## MINUTES

M. Post motioned to accept the minutes of the public meeting of February 16, 2017 as written, seconded by M. Jeffery. All members in favor, none opposed, and the February 16, 2017 public minutes were approved 4-0-0.

M. Post motioned to approve the non-public minutes of February 16, 2017 as written and to keep them sealed until voted to release to the public, seconded by M. Jeffery. All members in favor, none opposed, and the minutes were approved and kept sealed.

59 **NON-PUBLIC SESSION**

60 M. Post motioned to enter into non-public session, in accordance with RSA 91-A:3, II(d); seconded by M. Jeffery. All  
61 members in favor, none opposed. The motion to enter into non-public session carried 4-0-0, and the work group  
62 entered non-public session at 3:23 pm.  
63

64 **RETURN TO PUBLIC SESSION**

65 M. Post motioned to return to public session and to keep the minutes sealed under RSA 91-A:3, III; seconded by D.  
66 Harmon. All members in favor, none opposed. The motion to return to public session carried 4-0-0, the minutes  
67 were sealed, and the work group returned to public session at 4:33 pm.  
68

69 D. Harmon noted that the following items need to be addressed:

- 70 1.) Lease document. D. Harmon has drafted a preliminary lease document, and would like to meet with the  
71 Town Attorney to discuss, but he will need BOS permission to do so. This could be included in the packet for  
72 the May 8<sup>th</sup> BOS meeting. The lease area still needs to be determined by BOS before the final lease document  
73 can be created.  
74 2.) Baseline documentation. This needs to be created and GPS coordinates determined, along with existing  
75 conditions documented. This needs to be done prior to any bid packets being made available.  
76

77 **ADJOURNMENT**

78 M. Post motioned to adjourn the meeting; seconded by D. Harmon. All members in favor, none opposed; and the  
79 meeting was adjourned at 4:39 pm.  
80

81 Respectfully submitted,  
82 Connie Cain  
83 Staff