Lee Conservation Commission
Monday, December 7, 2020 7PM, Virtual via Zoom

Members Present: Dawn Genes, Bill Humm, Anne Tappan, David Shay, Amanda Gourgue,
Alternate Members Present: Mimi Winder (joined late).
Also in attendance Select Board Member Scott Bugbee and Planning/Zoning and Health
Administrator Caren Rossi, who was moderating.

Chair Genes started the meeting by reading “As Chair of the Conservation Commission, due to the COVID-19/Coronavirus
crisis and in accordance with Governor Sununu’s Emergency Order #12 pursuant to Executive Order 2020-04, this Board
is meeting electronically utilizing the Zoom platform. We previously gave notice to the public of how to access this meeting
using Zoom and instructions are provided on the Town of Lee’s website at: www.leenh.org  If anybody has a problem with
access, please call 603-234-8194. Please note that all votes that are taken during this meeting shall be done by Roll Call
vote. Let’s start the meeting by taking a Roll Call attendance. When each member states their presence, also please state
whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.”

Minutes
The minutes from November 9 were approved, motioned by D. Shay and seconded by B. Humm. A
roll call vote was taken and all approved.

Treasurer Report
Treasurer Gourgue reported that the Commission’s last activity was November 12th, which was
SELT Membership dues. The David Allen Fund is at $2,686.69, the Lee Conservation Commission
account is $7,881.99 for a total of $10,568.68.

Chair Genes introduced an invoice submitted by B. Humm from Atlantic Survey Co., LLC who did
the lot line flagging to Garrity Road. B. Humm “moved an approval of paying Adam Fogg $1,500 for
flagging the south boundary of Garrity Reserve.” D. Shay seconded the motion, a roll call vote was
taken and all approved.

Select/Planning/Zoning Report
(Brief provided by A. Tappan) “ZBA, Schultz: A. Tappan reported on the Schultz ZBA rehearing held
12/2/20. This was a continuation of the July 2020 hearing where the LCC provided a letter to the
ZBA regarding a variance request for Article XV, F-2, to expand a gravel parking lot to 40.6 feet at its
closest point to wet soils where 75 feet is required. At the meeting the applicant reduced the parking
spaces from 10 to six. The parking lot would then be outside the buffer, by one foot. A variance is no
longer needed, so the ZBA cannot impose conditions. C. Rossi noted that the applicant still needs to
go before the Planning Board and that the CC can provide a letter to the PB. A. Tappan made a
motion that the CC provide a letter to the PB reiterating concerns and recommendations from the
ZBA letter. Motion was seconded by B. Humm. A Roll Call vote was taken, all approved.”

Planning Board: A. Tappan reported that the Planning Board would be meeting on December 10th,
in regard to the town land on Clay Lane. Since this is not conservation land and the site changes
are minimal the Commission does not have an official position on the matter.

Town Report Summary Final
A final report was submitted by C. Fisher.
Social Media Report
A. Gourgue reports that in the past 28 days, November 7th - December 4th, the Commission has reached 3,117 people (up 74%), 1,154 post engagements (up 82%), and had 21 page likes (up 24%).

What went well, what to be sure to do in 2021
This topic will be postponed until January when C. Fisher can join the discussion.

Conservation Easement Monitoring
Chair Genes reported that in the past month since the Commission last met, Verrette was monitored. On November 11th. C. Rossi has since done the Schultz property monitoring. D. Sugerman has done Powder Major. She also thanked A. Gourgue and B. Humm for the work they put in weekly to ensure the easement monitorings were done smoothly and correctly. Chair Genes stated that five letters were sent out in 2020 based on what was found during the easement monitorings. She also pointed out the heavy impact and use, which is what led the Commission to creating a Trails Committee so the Commission can be proactive on what Lee does with trails and trail management.

A. Gourgue added that she spoke with C. Fisher and the plan will be to send out the thank you notes in January to all the property owners and A. Gourgue will have the 2021 monitoring schedule ready for the January monthly meeting. Chair Genes wrapped up by saying that Commission members did a lot of hard work. Despite of COVID, restrictions and the late start, the Commission still got through all the easement monitoring.

M. Winder asked if she can remove invasive species, in the Right of Way. C. Rossi informed the Commission that every roadway has a different right-away and due to this it is a site specific answer. A. Tappan will ask S. Bullek, DPW, about activity in the Right of Way.

Trail Committee Start Up
Chair Genes moved this topic to January. However, Chair Genes did share that the Select Board did approve the forming of a Trails Committee and the Commission is able to start recruiting.

Recreation Commission Request for Disc Golf
C. Rossi, as a member of the Recreation Commission, has been tasked to find locations for Disc Golf somewhere in town and are wondering if any Town-owned land with or without conservation easements would be suitable. There was discussion regarding the various restrictions placed on properties depending on the terms of the easements. More information is needed regarding the space requirements, environmental impact, and compatibility of multiple uses.

CC Budget Framework
Chair Genes asked Treasurer Gourgue to work on a budget that would show year-to-year what the Commission brought in for income and what the Commission spent. Chair Genes has sent it out to the Commission. She thought it was important to show what the expenditures have been. She also explained the asterisks in the spreadsheet were from the Select Board asking the Conservation Commission to not request any town funding those years. The Commission agreed so there was no budget created for those years. Select Board Bugbee added that the last ABC meeting is Thursday, December 10th and the recommendations will be announced on Monday, December 14th.
Office Move Plans
January 5th is moving day! Chair Genes and B. Humm will coordinate with the moving plans. Select Board Bugbee also suggests connecting with D. Duval for the specifics. He also said that the Commission should get an access code to get into the Conservation Commission office, which the entrance will be on the side by Buzzell Lane.

Volunteer of the Year Award Nominations
Chair Genes asked if there is anyone that the Commission would like to nominate. Select Board Bugbee also said that the Commission could nominate someone who isn’t on the commission. He said to send a short writeup about why this person is deserving of the award and send it to D. Duval. They are due Friday, December 11th.

Next Meeting Date – Jan 4, 2021
Minutes created by A. Gourgue