

**Town of Northwood  
Conservation Commission Minutes  
March 2, 2021**

Chair Levergood called the meeting to order at 7:00 p.m.

**Present:**

Chair Grace Levergood, Wini Young, and Susan Romano, and Grace Mattern.

**Town Staff present:**

Linda Smith, Land Use Specialist and Susan Austin, Land Use assistant

**MINUTES:**

February 2, 2021

**Chair Levergood made a motion to accept the minutes of February 2, 2021 with corrections that do not affect the content of the minutes. Ms. Young seconded. Motion carried by roll call vote 4/0**

**Annual Conservation Commission Review**

Chair Levergood stated that Ms. Young sent out her list to the members. Ms. Young stated that she wanted them to look this over, and then they can start looking at some of the items on it.

Conservation Lands

- Update yearly with map and lot numbers  
Town forests-, Deslaurier (242/020), Giles (235/040), Parsonage (239/009), School Lot west (244/011), School Lot east (244/042)
- Other conservation lands: Guptill Lamprey Pasture Conservation Area (222/030), Yeaton lot (238/006), Yeaton access lot (240/002), Winding Hill Bog lot (238/016) Lalish lot (242/021), Kelsey Mill (224-035) Little Acorn Pond Lot (221/040/001), Johnson Field (Restoration)Lots (109/21,22,23,24), Johnson Lot on School St (215/048)
- Included on the list was conservation lands that the Commission is involved with, some of them are Town Forests, etc. These should be updated yearly. She also wanted to add “discussing conservation easements’ on some of these lots.

Land Management

This includes the obvious items, such as the trails. She thought that if they got more interest, they could have local groups do some of the maintenance and checking in.

**Town of Northwood  
Conservation Commission Minutes  
March 2, 2021**

Inspection of Boundaries

Ms. Young stated that Mr. Borman has been doing this recently, and he has offered to make a spread sheet of what he's done to include the dates and the description of what he's completed each year.

- This would also include scheduling the Town Forester to go out to the lands.
- Keeping a specific list of the hours worked for grant opportunities.
- Plans for work on the Johnson Fields by Sarah Ward and the Natural Resources class
- Clearing at Kelsey mill and the condition of the plaque there

Long Term Responsibilities

- Inspection/visit to prime wetlands: Ms. Young stated that she isn't sure if she's visited all of the prime wetlands, she feels they should visit in order to see what's going on around them, etc. She also noted that there is a folder at the Town Hall on every prime wetland in Northwood.
- Inspection of Open Space: Ms. Young stated that she started looking into the existing open space lots, and she stated that they should have a discussion about if they should be involved in monitoring these.
- Monitoring of easements: Ms. Young stated that the only easement the Town owns is the DeMerrit easement.
- Update of progress in the quarry in the Big woods; update on any restoration that has been done. Ms. Young stated that this is just generally keeping an eye on the progress.
- Areas of interest for conservation efforts: Confer with Bear Paw.
- Review of Intent to Cut and Forestry Notifications: At one time the Commission was seeing these, but they haven't as of late. She'd like to start seeing these again.
- Areas of past wetland damage especially along powerlines: There was quite a bit of wetland damage along powerlines this past summer, and that might be something that they would like to look at.
- Update a list of current conservation easements in Northwood: There are so many different land trusts, and even if they are not involved in it, they should keep track of them.
- Check Town Report and update town-owned lands and open space lots: This would involve making sure each year that things are listed correctly.

Community Outreach

- Plan workshops and presentations on topics of interest.

**Town of Northwood  
Conservation Commission Minutes  
March 2, 2021**

- Connect and coordinate with other organizations, such as, Bear-Paw Regional Greenways, NALMC, Friends of Northwood State Park, Graylag Preserve, Northwood School, Coe-Brown Academy: They have done some presentations in the past, but it would be nice if they could do some presentations in conjunction with some of the local organizations.

**Checklist for Special Exception Requests**

Ms. Young stated that she didn't change much from the original. She added a few things, but she feels that they have realized that every project is so different from case to case. Ms. Smith added the zoning ordinance reference to show which ordinance they are asking for relief from. It's helpful when they are reviewing the special exceptions.

**Status of Maps**

Ms. Romano shared a map that her son had created of the Town Lands. She stated that it was a draft, they still have a few tweaks to make. She stated that she would like the member's opinion about what they should change. She is hoping that this will provide information, and is nice enough that the Town would consider using. The members discussed the edits, and Ms. Romano stated that she would send them another draft after the edits were implemented.

Ms. Smith stated that SRPC are willing to create any maps that they need, as it is included in the yearly dues that the Town pays. They have a base map with conservation land on it, but it hasn't been updated. SRPC is willing to create any other maps that the Commission feels they need. Chair Levergood stated that an overlay district map would be very helpful for what they are doing.

**Status of Docko application**

Ms. Young stated that the Planning Board met on February 25. Mr. Holden had submitted an updated plan. It's 50 pages, and she looked through it and found that there was no reclamation plan. There is one page of conditions of approval, but no separate page for that plan yet. The commission will get a copy of the excavation permit and the restoration plan as part of the process. They are scheduled to meet again on March 25. Ms. Smith stated that the plan is that Mr. Burdin is going to look at the revised plan set and have a review sheet done for the March 11 meeting to distribute to the board and the applicant. The application will be back on the agenda for March 25. Ms. Austin will email the set to the commission. Ms. Young will attend the March 25 meeting.

**Update on town owned parcels/school lots**

Ms. Smith stated that the new Town Administrator, Walter Johnson, is, at the request of the Select Board, going through the list of town owned properties. He is doing in depth research on each lot. Ms. Smith anticipates that it is going to take some time.

**Town of Northwood  
Conservation Commission Minutes  
March 2, 2021**

One of the things that came up is that it appears as if the roadways within the School Lots are actually part of School Lots West. That may be an issue as far as separating that out, unless there is a survey plat from way back that was not brought forward, but according to the tax maps that they have in the GIS, it appears to be all one lot. If the Select Board plans to convey the roadways and the beach lots to the Lucas Pond Association, those roadways would have to be separated from the School Lot West, which is a designated town forest. She also spoke to Mr. Johnson about the little lots along Lucas Pond Road, the nine lots that were never leased. He felt that they should be merged as part of the School Lots East. It would be up to the Select Board, but he would be in favor of recommending that to them. Mr. Johnson plans to do the deed research and the history on a variety of these lots in preparation for the Select Board. He did say that it is his intent that no lots be conveyed or considered unless the Conservation Commission has a chance to review and send their comments to him for the Select Board. Ms. Young stated that it might be easier to call the School Lots North and South rather than East and West, because they are North and South of the road. School Lot East would be School Lot North (Lot 11), and School Lot West would be School Lot South (Lot 42).

**Update on boundary marking/trails**

Ms. Smith stated that Mr. Borman came in and picked up more of the town boundary markers. Ms. Young stated that she marked the little Acorn lot, because it's abutted by a landowner on the west side where the owners have done some harvesting. She plans to sit down with him and come up with a priority list, and maybe not intend to tag them all.

**Town Forester**

Chair Levergood stated that they should meet with the Forester and maybe go out with him to some of the different Town Forests. Ms. Young stated that the two new members, Susan and Grace might want a copy of the two previous forester's reports. Ms. Romano stated that they should consider updating the reports, since it has been so long since they were written. Ms. Smith stated that she could invite their new forester to the April meeting, or they could plan a site walk at one of the town forests. Ms. Young suggested that they discuss at the next meeting which forests would be priority, and then meet with the forester. Ms. Smith will send out the previous forester reports.

**INTERNAL BUSINESS**

**Appointment of members**

Ms. Smith stated that the Town Administrator has asked a staff member to go through and send a letter to everyone who's term is up. She stated that it is up to the Commission to decide if she should send a letter to the BOS asking if they could reappoint the members who are up. The two members who are up are Wini Young and Steve Hampl. There are letters going out to both of them.

**Town of Northwood  
Conservation Commission Minutes  
March 2, 2021**

**Non-Public Session**

**Chair Levergood made a motion to go into Non-public under 91-A:3 II (d)**

(Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.) **Ms. Mattern seconded. Motion carried by roll call vote 4/0.**

**The Conservation Commission entered Non-Public at 8:28 PM**

**Ms. Mattern made a motion to come out of Non-Public at 8:58 PM. Ms. Young seconded. Motion carried by roll call vote 4/0.**

**Ms. Mattern made a motion to seal the minutes. Ms. Young seconded. Motion carried by roll call vote 4/0.**

**Future Meeting Date**

April 6, 2021

***Motion to adjourn is accepted at 9:00 pm***

Respectfully submitted,  
Susan Austin, Land Use Assistant