



# TOWN OF NEW IPSWICH

661 Turnpike Rd, New Ipswich, NH 03071

*Conservation Commission*



## **Meeting Minutes January 10, 2023**

Conservation Commission held a meeting at the Town Office, 661 Turnpike Road, New Ipswich, New Hampshire, on Thursday, January 10, 2023 at 7:30 p.m.

### **1. Call to Order**

Chairman Bob Boynton called the meeting to order at 7:36 PM.

Present at the meeting were Chair Bob Boynton, Members David McTigue and Karen Miller. Staff present included Commission Secretary, Jennifer Worth.

Chair notes there is not a quorum.

### **2. Approval of Minutes**

Chair motioned to approve the November 8, 2023 meeting minutes upon amendments that were discussed amongst the board. Karen Miller seconds. The motion passed unanimously.

Chair discusses procedures of drafting and posting public meeting minutes. Clerk explains that the procedures followed in office are based on RSAs. Once draft is created it is forwarded to all the commission members for review. Clerk only posts the meeting minutes publicly once minutes are approved by Commission. Chair would like to post draft minutes to the website so commission members can review for minutes right away. Chair will check in with NHMA and see what the proper procedure is.

### **3. Katz Property**

Landlocked parcel that the Conservation Commission would like to protect that may get sold as Town property. Conservation Commission members agree that they will attend the next Board of Selectmen public meeting to discuss concerns about this property.

### **4. Discussion Regarding Letter to Landowners**

Chair discusses and provides copies of a draft letter. Suggested edits would eliminate hyperlinks and replace with a more detailed wording when the letter describes tax implications. The Commission discusses whether the letter could also be posted to the website for recipients to view links and more information about protecting their lands. Chair asks if the letter was only meant for 2024 use. David states that policy could very easily be edited to extend into future years. Edits to the letter were noted and will be made before the final document is approved. Chair would like to create an email

with the domain, [concom@newipswichnh.gov](mailto:concom@newipswichnh.gov) so those who receive a letter can respond directly to the Conservation Commission. A mailing list will be created. Lands that are protected by the Conservation Commission will not be included on the list. Mailings would be processed by the postal machine in the town offices. Mailings would come out of Conservation's mail line budget. So far on the mailing list there are 150 addressees who have 50 acres of land. Wording of the letter should not offend readers with sentences like, *As a land owner you should already know*. Those who show interest will be provided with more information and a call to action. If someone does want to protect a property it would be advised to them to consult a tax consultant and conduct a site visit by the Conservation Commission of the property. This verbiage must be in the letter.

## **Adjournment**

There being no further business to come before the Conservation Commission, Chair motioned to adjourn the meeting at 8:40 p.m. Karen Miller seconded the motion. The motion passed unanimously.

Respectfully Submitted,

*Jennifer Worth, Land Use Clerk*