

CCC MINUTES, Wednesday, June 28, 2023

The meeting was held at 7pm at the Town Offices (2nd FL.), 488 Town House Road, Cornish, NH

Attending

Members: Corey Fitch, Chair; Jody Schubert, Vice-Chair; Linda Leone, Secretary; Glenn Griffin; Reyer Jaarsma; Cindy Heath (zoom)

Alternate Members: Robin Kilfeather-Mackey, Treasurer; Bob Taylor; Rickey Poor; Julie Foote

BOS Representative: John Hammond

Absent:

1. 7:00 pm Call To Order: Corey called the meeting to order at 7:05pm.
1. BCM Environmental Law - Amy Manzelli re: Right to Know. Corey introduced Amy Manzelli who has been a land use and environmental attorney since 2005, has worked for many conservation commissions and serves on the Pembroke School Board. She discussed the NH Right To Know Law, RSA 91-A for an hour, following the [handout](#) she had provided and answering questions. She emphasized two excellent resources referenced in Section IX of her handout: The [NH Municipal Association](#) (Cornish is not a member), the [NH Dept. of Justice re Right to Know](#), and the [NH RSA 91-A itself](#).

Noted are some areas of emphasis in her presentation:

- Appearance is critical; the Commission should pay attention to how its behavior *looks*. The law guides for the minimum; the Commission should strive for more. Everyone understands that the law is burdensome; but bearable in light of everyone's right to open government. Open government is founded in the NH constitution as well as the statute 91-A.
- A "subcommittee" with a quorum (a simple majority of Commission members) is a public meeting and falls under all of the guidelines of RSA 91-A.
- Meetings can occur over the phone or Zoom/computer within certain limits. There has to be a quorum physically present in the regular place of business; fewer than a quorum may participate remotely. But the public must be able to contemporaneously experience the whole thing. The law allows everyone to access what is happening in the meeting. The public has a right to *hear* everything that is going on but not necessarily have the right to participate actively, with a voice.
- Email is not allowed by law for discussion of any matter of substance. To avoid issues with email, some entities appoint a staff person to act as the hub sender of email, which is limited to logistics, with replies restricted to only the sender. No matters other than logistics are addressed in this arrangement.
- Keeping electronic records is fine, but the Commission should investigate the Town's policies regarding record retention, backup for the Town website, and disaster recovery. She cited the Town of Hudson as an example of good policy.
- The Commission should add Right To Know information to its onboarding process of new members.
- NOTE: The Commission has materials about RSA 91-A at this location [CCC Right To Know Folder](#) (Amy's resource handout is also in this folder).

2. Approve the [Draft CCC Minutes May 24, 2023](#). Jody moved that the draft minutes be approved as distributed; Julie seconded the motion, the roll call vote was unanimous to approve the minutes.
3. Treasurer's Report (Robin) [Treasurer's Report 2023](#) Robin will present a quarterly Treasurer's Report, subject to having received data from Heidi Jaarsma; the next report may be at the July meeting.
4. Subcommittee Reports: [Subcommittee](#)
 - a. Land Conservation Plan (Corey). No update at this time.
 - b. Town Water Protection Plan (Corey, Jody, Glenn)
 - i. Next steps on grant funding to be deferred to the next CCC meeting.
 - ii. Update on test kit availability and pick up at Town Offices and Library - they are available at the Town Offices and drop off and pick up at the General Store.
 - c. Education Plan
 - i. Conservation Notes - [2023 Conservation Notes/Events Calendar](#)
 1. Earth Day 2024 Planning (Jody) No update at this time.
 - ii. Friday, June 9 Cornish Elementary School event (Jody/Corey)
 1. Recap of June event - please see [Jody's online summary with photos](#)
 2. Request for approval of mileage reimbursement @ \$0.65/mile for Jack (138 miles = \$90) and for Susie (96 miles = \$65) from the Palmer fund. Jody motioned and Glenn seconded that these amounts be approved. A roll call vote was unanimous in approving these funds. Jody will send Robin names and addresses for checks to be sent.
 - d. Land Monitoring Logistics (Rickey)
 - i. Draft monitoring schedule 2023 (Jody/Linda): Neidecker 7/21 or 7/28, 8am (Julie). Shurcliff 10/20 or 10/27 9am (Cindy, Glenn & Julie). Linda asked people to respond. Jody has been in touch with White Swan owners and will advise.
 - ii. Peg Meyeette boundary posts update: Rickey reported that she and Reyer put up two bird boxes on steel posts.
 - e. NRI Update (Corey)
 - i. Maps. Glenn and Corey have reviewed maps and created [a proposal to update maps in the NRI](#).
 - ii. Next Steps: everyone has been asked to read through his/her section(s) and resolve any existing suggestions or comments (and add photos). The group would plan to discuss the master draft document as a whole at the July meeting and distribute the resulting draft document to the Planning Board and Select Board. Linda will resend the document to everyone.
 - f. Climate Resilience (Julie) The group meets next week.
5. CCC Website (Linda, all)

The website is current.
6. Other Business
 - a. Ginny Price Award: book donation to the Stowell Library. The book is in the library.
 - b. Status report on CREA and beaver baffles on Tandy Brook Road (Corey). Beaver baffle has been installed.
 - c. Award Nominees: request for suggestions for next year
 - d. Bob's boxes: Jody suggested that we consider announcing changes/updates in ConnectCornish.
 - e. August CCC Meeting: this was tabled until the July 26 meeting.

- f. Claremont Savings Bank Foundation: Robin reported that the Foundation is no longer accepting submissions for this year; we should prepare to submit for funding in the spring.
- 7. Next Meeting Wednesday, July 26, 2023, 7 pm, at the Town Offices second floor.
- 8. Adjournment. Corey asked for a roll call vote, and the committee voted unanimously to adjourn the meeting at 9pm.