

CCC MINUTES Wednesday, February 28, 2024

Meeting will be held at 7pm at the Town Offices (2nd FL.)
488 Town House Road, Cornish

Attending Members: Corey Fitch, Chair; Jody Schubert, Vice-Chair; Linda Leone, Secretary; Cindy Heath

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

Select Board Representative: John Hammond

Absent: Reyer Jaarsma, Member; Glenn Griffin, Member

Guest: Heidi Jaarsma, Cornish Town Treasurer

1. 7:00 pm Call To Order/Corey
2. Approve the [2/7/24 CCC Draft Minutes \(Map\) Meeting](#). Linda noted that the minutes had been amended with the removal of "Corey adjourned the meeting at 7:43pm" from Item #5. Robin motioned to approve the minutes as amended, Jody seconded the motion, and the minutes were approved as amended.
3. Conservation Fund Annual Report/Heidi Jaarsma [Conservation Rec 2023 LUC and Year End](#). For year-ending 12/31/23, Heidi reviewed and explained the Conservation Funds Report, fund by fund; the 2023 Land Use Change Tax Commitment, and the year-end 12/31/23 balances. Heidi's report is attached herein.
4. Treasurer's Report/Robin
Quarterly Report- Robin reviewed the [CCC quarterly report y/e 12/31/23](#). Heidi Jaarsma, Cornish Treasurer was present at the meeting to review the 2023 annual summary of CCC's restricted funds and answer any questions. She also reviewed the annual Land Use Change (LUC) tax calculation noting that 60% or \$5,592 is due to the Conservation Fund once it has been collected / audited. As of year-end only a portion of the LUC tax had been collected, therefore the Conservation Fund can expect to receive \$3,900 during 2024. The remaining amount due, if not abated, of \$1,692 will be deposited into the CCC in 2025. As of 12-31-23, the CCC's restricted funds totalled \$188,229. During the year the funds earned 5% or \$9,938 of interest income from the NHPDIP.

Robin then continued by noting there were three Conservation Fund transactions recorded during Q4: \$11,500 payment to the Upper Valley Land Trust to cover a portion of the Hooper conservation easement, the transfer of \$1,100 of Snowden memorial gifts transferred to the Palmer Fund, and a \$344 deposit representing the 2023 unspent funds from the CCC operating budget.

Robin also noted that in reconciling the CCC records with the Town records she identified that two reimbursement requests made in October had not yet been processed. Heidi informed her that there was some issue with the Town's email system and that the Town completed the requests in February. In light of this situation, Heidi noted that she will be sharing activity summaries monthly rather than quarterly going forward.

Lastly, the CCC approved the 2024 NHACC annual dues invoice of \$250 to be paid from the Conservation Fund.

5. Conservation Commission Chair News. Corey said that he will be resigning as Chair of the Commission to spend more time with his family. He plans to remain as Chair until May, and he would provide further consultation support as needed, especially surrounding the completion of the NRI. He will submit a letter of resignation and provide a job description based on his experience. There is no plan for a successor yet, and Corey encouraged members to speak with him if any one is interested in the position.
6. Other Business
 - a. Zoom option going forward Corey noted that according to [RSA 91A2](#) - zoom meetings may continue. Remote members must be able to hear/see/participate as if they were in the meeting; members of the public need only hear the meeting. Jody motioned to discontinue the zoom option except in special circumstances (such as to accommodate a guest or a member otherwise unable to attend), Julie seconded the motion and the motion was unanimously approved.
 - b. Annual award. Corey suggested that the Commission not present an award this year and instead begin thinking about next year and also about a uniform, consistent gift for us to give every year. Jody motioned that the award not be given this year, Julie seconded the motion and the Commission approved unanimously.
 - c. Hats: final color choice is charcoal; currently awaiting final proof with the logo.
7. Remaining NRI maps Corey: ([CCC Maps Work Document](#)) Corey noted that the cost increased \$300 to \$4700, and the contract has been signed. Corey and Austin met and have together reviewed all of the notes from the CCC map meeting on February 7.
 - a. Map size - the original map design will be approximately 2'X3', and scalable down small enough to fit in the NRI book
 - b. Cultural, Recreation and Historic Points of Interest. The group discussed this map and edited the scope document accordingly. The group will meet for a map meeting the 2nd Wednesday in March (3/13) at 6pm to "draft" a map which would then be submitted to Jim Fitch, George Edson, David Kruidenier, Fred Sullivan for their comments.
 - c. Co-occurrence Analysis - this had already been reviewed
 - d. Zoning and Overlay Districts - this has already been reviewed
 - e. Wildlife Corridors Map - this has already been reviewed
8. Agenda Items for Next Meeting
 - a. Bylaws Review will happen at March meeting
9. Upcoming Meetings
 - a. Next CCC Map Meeting (Cultural, Recreation and Points of Interest Map) Wednesday 3/13 at 6pm.
 - b. Next regular Meeting date Wednesday, March 27, 2024, 7pm
10. Adjournment. Corey adjourned the meeting at 8:23pm.