



MINUTES:

Meeting date: Wednesday, January 17, 2024

Location: Jaffrey Town Hall

Members Present: Thomas Ahlborn-Hsu, Jim Bearce, William Graf, Elizabeth Webster

Alternates Present: Pam Armstrong

Select Board Representative:

Guests: Jeff Littleton, Moosewood Ecological; Joan Lathrop, Jaffrey CNBRLC Representative

The meeting was called to order at 7:06 by Tom Ahlborn-Hsu, Chair.

Motion: PA, seconded by BG, to approve the prior meeting minutes. Approved.

New Business:

NRI: Jeff Littleton would like to begin visiting properties in March. His team has identified areas of particular interest, and can provide parcel numbers for the properties involved. It is the responsibility of the ConComm to contact the landowners and obtain permission for site visits. A letter and response form have been provided by Moosewood (attached below) to be sent by the end of January. If electronic responses are to be collected, an active email is needed. Results will be tabulated on a document shared with Moosewood.

This is an opportunity to begin an educational campaign promoting the NRI.

Motion: To approve the expenditure of \$550 to purchase an additional seat on ARCGIS to support the NRI. This will be an annual expense. Approved.

Rindge School Property: A member of the School Board has proposed selling the property previously intended for a new High School. The proposal will be on the District Warrant.

NEWT: A letter was received by TAH showing debris needing to be removed from the CPCW easement. Whose responsibility is this?

Membership: Joan Lathrop has expressed interest in joining the ConComm. TAH will ask the current alternates if anyone is interested.

Goals for 2024: Complete CPCA. Create a management plan.

CPCW management plan. Obligatory within 12 months, subject to approval by NEWT and Town.

Launch NRI

Earth Day event. Hike/ picnic + Harris Center presentation.

Riverfest

PB: 371 Mountain Rd. three-lot subdivision. Driveways for proposed houses were approved by DOT. Hearing continued. Further discussion of zoning changes to allow greater density on Town Water and Sewer lines.

Meeting adjourned 8:25 PM. Next meeting: Wednesday, February 15, 2024, 7 PM at the Town Offices.

January 2024

Dear [Landowner],

The Jaffrey Conservation Commission (Commission) is in the process of conducting a Natural Resources Inventory throughout the town in 2024. We are seeking to better understand Jaffrey's significant ecological features such as wetlands, wildlife habitats, natural communities, as well as wildlife and plant diversity. Part of this NRI includes a wetlands inventory and evaluation to understand the various ecological functions (such as water quality maintenance, wildlife habitat, groundwater recharge, and flood storage) and societal values (such as recreation, scenic quality and wetlands education). The Commission has contracted with Moosewood Ecological LLC to conduct the Natural Resources Inventory.

Your land has the potential to have one or more significant ecological features, and we invite you to help us with the project. The Commission is seeking written permission for the NRI researchers to enter your property in order to survey for significant ecological features including the wetland evaluation. The principal researchers for this project are Jeffry Littleton, Laura Deming, Steven Lamonde, and Jaime McGuigan. One or more of these surveyors may need to make a brief visual inspection of the natural resources. Sensitive information (such as rare species or rare habitats) gathered on your property will not be shared with the public. No markers, signs, sampling equipment, or any other evidence of their passing will be left on your property. Permission is being sought for foot access only, since many of the natural resources are land-locked and difficult to reach by road or public trail.

We have provided a letter of consent that releases you from any liability for injury, negligence, or otherwise that may arise from the principal investigators crossing your property. Should you wish to deny access to your property, please sign the appropriate category on the form. Your cooperation is greatly appreciated. For your convenience, please use the enclosed self-addressed stamped envelope to return the authorization form, *whether you are denying access or allowing access to your property*.

If you would sign the enclosed Landowner Permission Form and return it to us by mail, email a scanned version, or provide permission by email message, we would appreciate it. If you do not want to provide permission to access your property, please let us know that as well. We realize that allowing the researchers on your property is a privilege, and we will respect your rights and wishes at all times.

If you have any questions about this request, please contact [NAME] at [EMAIL, PHONE, ETC].

We appreciate your time and consideration and are looking forward to your reply.

Sincerely,

Tom Ahlborn-Hsu, Chair  
Jaffrey Conservation Commission

Enclosure: Landowner Permission Form

## PROPERTY ACCESS AUTHORIZATION FORM <sup>1</sup>

Date:

I hereby authorize Jeffry Littleton, Laura Deming, Steven Lamonde, Jaime McGuigan and their assistants to cross my land on foot only in order to complete an assessment of natural resources that lie on or adjacent to my property in Jaffrey, NH. It is understood that these field workers shall leave no markers of any kind during the course of their normal work.

Signed;

[Print name(s) here:]

---

Landowner(s)

Date

[Sign name(s) here:]

---

Landowner(s)

Date

Please indicate if you wish to be notified of the approximate date and time of the field visit, as well as an appropriate means of contacting you prior to such visit.

Check one: I DO ☐ DO NOT ☐ WISH TO BE NOTIFIED PRIOR TO ACCESS

\_\_\_\_\_  
PHONE # \_\_\_\_\_ EMAIL \_\_\_\_\_

---

## PROPERTY ACCESS DENIAL FORM

Date:

I hereby REFUSE to authorize Jeffry Littleton, Laura Deming, Steven Lamonde, Jaime McGuigan, and their assistants to cross my property at any time.

Signed;

Date

[Print name(s) here:]

---

Landowner(s)

Date

[Sign name(s) here:]

---

---

<sup>1</sup> QUESTIONS OR COMMENTS? CONTACT: [POINT PERSON, EMAIL, PHONE NUMBER, ETC], Jaffrey Conservation Commission