

Brentwood Conservation Commission

Meeting Minutes – October 8, 2025

Members present: Becky Dunham, Lise McNaughton, Paul Kleinman, Heather Dudley-Tatman, Rob Wofchuck

Alternates present: Andy LaRoche, Chris Gnip

Guests: Bruce Stevens, Doug Finan

McNaughton called the meeting to order at 6:30 pm. Motion by Dudley-Tatman, seconded by Wofchuck to allow LaRoche and Gnip as voting members; passed 5-0-0.

Minutes Review. Minutes from the September 10, 2025 meeting were reviewed. Motion by Wofchuck to approve the minutes as amended, seconded by Dunham to approve; passed 6-0-1 (Gnip abstained).

Bill and Reimbursements

- a) Invoice from Anna Boudreau for services from June -September for \$1,121.25. Wofchuck moved payment, Dudley-Tatman seconded and the motion passed 7-0-0.
- b) Invoice from Anna Boudreau for mileage for \$61.64. Wofchuck moved payment, Dudley-Tatman seconded and the motion passed 7-0-0.

Presentation by Sara Callaghan from UNH Cooperative Extension – Sara is from UNH Cooperative Extension Natural Resources Department. The department offers support to conservation commissions including Conservation 101 webinars, technical assistance, and easement monitoring training. Sara also supports the Coastal Conservation Commission. The Coastal Conservation Commission has monthly meetings with representatives from the member towns. The monthly meetings offer training and presentation to help the conservation commissions. She would like to model a meeting for local conservation commissions to work together to support each other and get training and presentations. She is looking to have similar towns like Epping, Deerfield, Kingston, Fremont, Danville, East Kingston, Kensington, and Brentwood participate in a joint program to offer support and shared training and presentations. She will send out a survey looking for interest in participation in joint group, meeting format such as zoom or in person meetings, and topics to be covered.

Old Business

- a. Nooney/Munger update – Closing is scheduled for 10/23. Warranty deed language has been approved. After closing:
 1. We will need to move forward with baseline survey.
 2. Bruce and Doug presented a plan to add rebar, and granite markers to mark the previous survey property boundary. Wofchuck will work with Northam, the survey company, to get what they need to mark the key boundary locations.
 3. Doug and Bruce will pull dock out of pond. Dunham to ask landowner permission to complete prior to signing.
 4. Wofchuck to ask highway department to remove the dock material.
 5. Dunham reviewed the process and amount of work/time that went into completing this purchase for conservation.
 6. McNaughton and Wofchuck expressed a thank you to Dunham for all her work on this project.

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- b. Youth and Children Education – Emma Laham not able to attend but told McNaughten there was not much to update at this point on Trail Passport.
- c. Easement Monitoring – McNaughton presented an update.
 - 1. Windy Brook easement has been walked, and 2 parcels have encroachment into the easement. McNaughton to prepare letters to the owner. Bruce suggested sending letters to Homeowners Association if there is one. Kleinman will review the letters.

New Business

- a. Program on invasive plants: Mary Bartlett Library, October 21, 2025 7pm
- b. NHACC Annual Meeting & Conference, Saturday November 1, 2025
- c. Split Rock Fields Fence removal/disposal cost – Wofchuck thanked Bruce and Doug for their work removing the fence from the Stevens field. The fence materials have been piled up near Old Haigh Rd. Wofchuck obtained cost estimate for disposal at Resource Recovery and would like to ask the Highway department to load and transport the material for disposal. Wofchuck moved to pay up to \$1,000 from the budget for the disposal of this material, LaRoche seconded and the motion passed 7-0-0.
- d. Wofchuck obtained a new contract for services from Anna Boudreau. The contract is similar as the last contract with the exception that her rates have increased from \$75 to \$90 per hour. For comparison the hourly rate at SELT is currently \$70 but they stated their intention to review rates and other land trusts rates are \$80 to \$85. The total of the contract was the same but the number of hours are reduced based on the hourly rate increase. Wofchuck moved to renew the contract with Anna and to present it to the Selectboard for approval, Dudley-Tatman seconded the motion and the motion passed 7-0-0. Wofchuck made a motion to have permission to sign contract on behalf of the conservation commission. Dudley-Tatman seconded and the motion passed 7-0-0.
- e. Next Meeting 11/12/25
- f. Budget was approved at Selectboard meeting
- g. Next week on 10/14/25 the Selectboard will be discussing Bond Costs. Wofchuck encouraged members to attend.
- h. Dunham has forestry report for Town Forest. She will get it to Wofchuck for copies and to be scanned.
- i. Bruce provided info on Class 6 roads and reported that the town has 6 Class 6 roads.

Non-Public - Motion by Wofchuck at 8:01 pm, seconded by Dunham to go into non-public under RSA 91-A:3, II(d) for the consideration of the acquisition, sale or lease of real or personal property. Dunham -aye, McNaughton -aye, Kleinman -aye, Dudley-Tatman - aye, Wofchuck – aye, LaRoche – aye, Gnip - aye

Motion by Kleinman at 8:08 pm, seconded by Wofchuck to return to public session. Voting in favor were Dunham, McNaughton, Kleinman, Stephens, Dudley-Tatman, and LaRoche, Wofchuck, Gnip; passed 7-0-0.

Motion by Wofchuck moved to approve and seal the non-public minutes from September 10, 2025, seconded by Dunham and the motion passed 7-0-0.

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Motion by Wofchuck to seal the October 8, 2025 non-public minutes, seconded by Klienman, the motion passed 7-0-0

Motion by Klienman, seconded by LaRoche to adjourn at 8:12; approved 7-0-0.

Respectfully submitted,
Heather Dudley-Tatman