

This meeting was scheduled as a workshop meeting to review the Commission's *By-Laws and Rules of Procedure* and the *Strategic Plan*.

Chair Sam Demeritt opened the meeting at 6: 42 PM. Other members in attendance were Liz Kotowski, Susan Mooney, Cheryl Smith and Raelene Shippee-Rice, alternate, who was seated for Kristen Lamb. Guest was Dr. Dale Rice, resident.

Reimbursements: The Trails Committee expenses for the Commission's Earth Day booth were \$5.99 for assorted supplies, \$9.79 for the purchase of a binder for trail maps, and \$30.48 for a board and easel stand for a total of \$46.26. Kotowski also purchased three (3) reams of copy paper, binder sleeves and two (2) additional binders for the Recreation Department and Blaisdell Memorial Library. All expenses totaled \$94.41. It was moved by Mooney and seconded by Smith to reimburse Kotowski \$94.41 for the purchase of these items. All five (5) votes were in favor.

Easements: Ronald Kennard has requested that the Kennard parcel on Kennard Road now owned by the town be named and known as the "William E. Kennard Forest". It was so moved by Kotowski and seconded by Smith. All five (5) votes were in favor.

Conservation Commission Nottingham, New Hampshire By-Laws and Rules of Procedure: Per RSA 676.1, it is recommended that these working documents be periodically reviewed and updated. The last update for this document was done March 2015. Members spent a good part of the meeting reviewing and editing the document. Smith recorded the changes on her computer and will forward to Mooney for final copy. The document will be made available at the next meeting for adoption and signatures. One copy will be filed with the Town Clerk and the other be placed in the Commission's files.

Nottingham Conservation Commission Strategic Plan, 2016-2019: Lamb had sent along the latest version of the *Strategic Plan* reflecting the edits made at the January 29, 2018 meeting. Members had reviewed this copy and noted a few corrections. Mooney will edit and send this new version to all members. The document will be reviewed again at the June 18 meeting.

Adjournment: It was moved by Smith and seconded by Kotowski to adjourn the meeting. All five (5) votes were in favor; the meeting was adjourned at 8:35 PM.

Respectfully submitted,

Susan P. Mooney, Secretary

These minutes were accepted as edited at the meeting held on July 9, 2018.