Moultonborough Conservation Commission

MINUTES

Monday, August 3, 2026 / 10:00 am

Town Hall, Ernest Davis Meeting Room

1. **Attendees:** Max Hoene (Chair for this meeting), Cornelia Schneider (Alternate and Secretary for this meeting, Bill Gassman (Alternate) Anni Jakobsen (Member), Marie Samaha (Alternate), Cornelia Schneider (Alternate and Planning Board Rep), Cynthia O'Connell (Member)
2. **Absent:** Brian Sanford, Steve King,
3. **Staff**: Chuck Wise, Town Planner
4. **Call to Order -** At 10:04 am., the Chair called the meeting to order
5. For today's meeting Chair seated Marie Samaha and Bill Gassman as members for the day. Anni Jakobsen made **Motion** to seat Marie Samaha and Bill Gassman. **Seconded** by Cynthia O'Connell. **Passed unanimously.**
   Approval of Minutes for – July 6, 2026 and July 10, 2026 meeting minutes. Tabling July 6th minutes for the next meeting. **Changes to July 10th minutes**: correct the spelling of the name "Thiebealt" in second paragraph of 1st page. It should be "Thibeault". A few random spelling errors were noted on pages 1 and 2 ("an" instead of "and" in the second paragraph. "Build-out" instead of "Build out" under #1. Also remove the word "working" in #1. The word "By" changed to "by in the first full paragraph of page 2. Also, on page 2 in the 5th paragraph, put "permeable" in front of the word gravel, instead of after it.
6. **Motion** to approve the special meeting for July 10th including the site visit made by Anni after changes were made by Cynthia and Marie. **Seconded** by: Cynthia O'Connell. **All in favor.**
7. **Town Planner Update:** Regarding communications, we will have a permanent poster with a kiosk underneath in the lobby. Regarding minutes, we will move in the direction of having Tina create the minutes as a first pass.
8. **Applications/Permits:**
   - 8.1. Permits and Applications. Marie said there are some which are yellow which have been updated already. Item 9 on the list regarding 99 Cottage Road. DES received a complaint. DES went to the site and found deficiencies such as "no sillt fence". The issue of undisturbed woodlands was not complied with. DES has asked for a response by Aug 28th for remediation and follow up has been done by the town planning office. General discussion of how the conservation commission or land use office has or can help support DES and respond to complaints. Also, general discussion reviewing all the site visits and updates.
   - 8.2. Planning Board: Con Com feedback preparation for 8/12 PB meeting, if any. (What, Who, When)
     - 8.2.1. Stephens Landscape
       - 8.2.1.1. Observations from July 10 to communicate, if any
       - 8.2.1.2. Third party engineering assessment of open storage of landscaping materials and leachates
       - 8.2.1.3. Tentatively, August 21st was chosen as an option at 10AM to meet with a 3rd party engineer (Keech) to discuss questions from Conservation Commission regarding the Stephens Landscaping project on 62 Moultonborough Neck Road. ConCom board members will send any additional questions to Max by this Friday for compilation back to the Towen Planner.
     - 8.2.2. Northern Pintail (Birdsey)
     - 8.2.3. Larson (2 lot subdivision Ferry Rd)
   - 8.3. ZBA hearings: Con Com feedback preparation for 8/5 ZBA meeting if any (What, Who, When)
     - 8.3.1. Castle Special exception. Brian Sanford wrote a letter representing ConCom and it was not allowed to be read at the last ZBA. **Motion** made by Anni that a concom member submit and read the letter in its entirety to the ZBA board **Second** by Bill. **All approved**.
     - 8.3.2. Pero – Set back for shed (withdrawn)

8.3.3. August 19 ZBA hearing Robert William and Jane Hilden 3.2.2.6 variance for walkway location (Small project tabled)

8.4. Complaints - none

9. **Ordinance Revisions and presentation to Planning Board Update:** Chuck Wise, John Annais from Planning Board and Max Hoene presented efforts in presenting ordinance to Planning Board. The group believes the stormwater ordinance will be updated and more effective than it was in the past.

10. **Town Property monitoring assignments:** (Who, What, When) Max listed and who is monitoring the specific sites from last year. Max will share the updated list. Everyone present will continue with the properties they were assigned. The annual update is due in the fall. There is a blank form to fill out which Marie will share with Max.

11. **MFCA Signage update, timing to install signage**: No update. Colleen was putting together signs. Maybe in September we can contact her. Table for next week.

12. **Bank Balance:** ConCom $76,020.26 MFCA 21,535.70

13. **Cyanobacteria Committee report:** Our program on Cyanobacteria from last week was very well attended.

14. **Education:** Cynthia and Anni are reconfiguring the pollinator garden. Need final approval from Chris and Ken. We may sponsor a plot at the Town Hall as a demonstration.

15. **Black Cat Island Bridge:** Marie reported that they are taking the bridge out and widening it. As far as ConCom is concerned, Marie doesn't know what we would comment on. We have until August 7th for any comment to the state. Standard construction should include silt fence, etc. ConCom does not feel there is anything specific that we should be addressing other than vegetation. Marie will add that comment.

16. C**onCom pamphlet:** Bill discussed a pamphlet that ConCom produced in the past. Moultonborough has some differences between town and DES. We need to update that particular document. How do we get people to know the correct town information. Anni suggested that the tax bill include the information. Maybe the town should have its own form with a checklist. **Motion** by Anni Jakobsen that Bill Gassman get all the current information to update the pamphlet by rewriting it and bring it to the next meeting. **Second** by Cynthia O'Connell. **Motion approved**.

17. **Adjourn:** Anni Jakobsen **MOVED** to adjourn. Cynthia **seconded**. **All approved**. Meeting adjourned at 12:05 PM.

18. Next meeting: September (Sept 14th)