

Town of Newport, NH
Newport Conservation Commission
May 13, 2026 6:30 PM
Board of Selectmen's Room/Municipal Building
15 Sunapee Street/Newport, NH

MEMBERS PRESENT: Lawrence Schissel, Chairman; Donald Schagen, Vice Chairman; Guenter Hubert, Andrew Boutin, Paul Baird (arrived late), Rochelle Brunet

MEMBERS ABSENT: none

STAFF PRESENT: Joseph Hoppock, Planning and Zoning Administrator

COMMUNITY MEMBER PRESENT: Kurt Minich

VIDEOGRAPHER: NCTV

CALL TO ORDER: Chairman Schissel called the Conservation Commission meeting to order at 6:30 pm followed by a roll call. He then welcomed new Commissioner Rochelle Brunet, stating he looked forward to working with her on the Conservation Commission. Chairman Schissel informed the Board that Herbert Tellor, Jr; their BOS Representative was no longer on the Commission. Mr. Tellor, Jr. will be missed; he had always brought good perspective to discussions. The Commissioners and public then recited the Pledge of Allegiance.

AGENDA REVIEW: set

Mr. Baird arrived at the meeting at 6:33 pm.

Minutes: April 8, 2026

On a motion by Mr. Boutin; seconded by Mr. Schagen; ***the Commission approved the minutes of the April 8, 2026 meeting as presented. The motion passed 6-0-0.***

Public Comments: none

OLD BUSINESS:

Forest Management-Pinnacle Overlook/Maple Street Lot A. Boutin

Mr. Boutin stated he had been in contact with Mr. Nelson. Mr. Nelson, 7 students, Mr. Schagen and he had gone up to the Pinnacle and scoped out the work needed to be done. Mr. Boutin listed the trees and brush needed to be removed. He relayed how teacher and students used the walk up for forestry educational purposes. There was a general discussion on the main focus of work; what work would create the best main and Sunapee views. The students and Mr. Nelson had hoped to tentatively do the work the weeks of May 11-15 and May 18-22. Chairman Schissel volunteered to attend the May 18th BOS meeting to discuss and get permission to cut trees at the Pinnacle. It was commented that if large trees were removed, the smaller trees and brush would grow rapidly. A regular maintenance plan will need to be implemented. There was further general discussion on current and future maintenance needed.

Chairman Schissel informed members he had attended a BOS meeting and discussed the Forest Management Plan (now approximately 8 years old) that talked about selective harvesting in the Maple Street lot. He also talked about the significant erosion and work needed to be done. The BOS gave permission to evaluate work in the cemetery; stating that any work done be coordinated with the Public Works Water Department. Chairman Schissel said that it would be good to have it looked at again.

NRI Action Plan-subcommittee report Mr. Schagen stated the correct name was: "Conservation Plan". He presented the corrected April 16, 2026 draft "Conservation Plan". Mr. Schagen proposed that the Plan replace the Priority List that was drawn up each year. Not every goal would be undertaken; it will show the road map of where the Commission wanted to go. In discussion, Mr. Schagen explained the Plan to Ms. Brunet. Of importance: RSAs for warrant articles would be used only if allowed by the state. RSA 674 addressed a lot of the work the Commission wanted to do. Addition: Page 5, Subgoal 7 (d) Update Forest Management Plan. The Commissioners were told that the document contained goals; they were not in any order or have a time deadline. The Commission will need to decide on short term versus long term goals and the order to complete them. Members were asked to take copies home and return with

proposed changes; prioritization. Action on the Conservation Plan was tabled. They will tentatively adopt the Conservation Plan at the June 10, 2026 meeting. The approved document will be put up on the website.

Mr. Hoppock addressed the Commission, reviewed some of the RSAs and how budgetary money would assist them to complete designated goals. There was a brief discussion between the Commission and Mr. Hoppock on conservation hypotheticals.

Green Up/Clean Up Day

Mr. Hubert informed the Commission and public of the success of the 2026 Green Up/Clean Up. Mr. Glenn West and his family collected the most trash with 393 bags (675 total collected to date). Chairman Schissel thanked the many volunteers and especially Matt and Todd Wood of Public Works who helped clean the Covered Bridge in preparation for the Sunshine 5K. Olivia Conway created a Facebook announcement for Green Up/Clean Up. She was a resource to use in the future.

The Commissioners had held their BBQ. Chairman Schissel broached having the BBQ at the beginning of the event, advertise better.

The Commission was asked about a continuing clean-up effort in Town. Blue trash bags will be available at the Rec Center for volunteers to use. Questions asked:

- 1) Would the Town continue to pick up blue bags left on the roadside? Was there a dumpster the volunteers could use to bring trash bags themselves? Mr. Hubert will ask about both.
- 2) Community hours for high school students next year?

Website information regarding gifts

Commissioners stated the Gifts Page on the website looked good. Mr. Boutin told the Commissioners there was also a link to the Newport Times and Conservation Commission articles that was up. Olivia Conway is putting the new Conservation Commission logo on the website. It has been discovered that one trail map link was broken (goes to the pamphlets made with QR Code). Mr. Boutin was unsure if it affected the others. He will look into it.

Other old business

Shoreland permit information

Per the request from the April meeting, Chairman Schissel had looked up Crows Nest Campground for any dredge and fill or DES applications. A DES letter dated April 4, 2026 listed three things they wanted Crows Nest to do to come into compliance in order to continue proposed work. When asked, Chairman Schissel explained how to use the state DES website to find information on projects. He further explained the Planning Board's wording when approving applications that will be under DES jurisdiction.

NEW BUSINESS:

Planning Board April 22, 2026

Mr. Schagen, Mr. Hubert and Chairman Schissel had gone to the Planning Board meeting where there was a discussion on the Master Plan with UVLSRPC. Mr. Donald Schagen had addressed the Board and stated information and updated maps had been provided for inclusion in the Master Plan (had been sent to Mr. Josephson). The Commission had had a number of corrections for the Land Use and Natural Resource Sections. Mr. Schagen had passed out the current Master Plan draft section with his corrections and comments (to the Planning Board and Mr. Josephson). The Commission had also drawn up recommendations for the two sections. Chairman Schissel said they will see if anything submitted will be included in the next Master Plan draft.

Mr. Schagen stated that additional Conservation sections will be submitted for approval; he had asked that those drafts be sent to the Board and Commission earlier than one to two days prior to the May Planning Board meeting. There was a general discussion on items the Commissioners wanted to have in the Master Plan (NRI); none had been discussed at the Planning Board meeting. When asked if Mr.

Schagen had sent a digital copy of his notes to Mr. Ken Merrow (Mr. Merrow had volunteered to forward all questions/corrections to Upper Valley) he stated no. He would.

Update on Regional Conservation Commissions Group Meeting-P. Baird; A. Boutin

Conservation Commissioners in Sullivan County met Wednesday, April 22, 2026 from 6-8 pm at the Library Arts Center (LAC) in Newport, NH. Only 2 groups were not represented. It was well worth attending. Things stated at the meeting were:

- ❖ The importance of engaging with the public (develop support).
- ❖ Working with the other Boards
- ❖ They worked maintaining trails
- ❖ Commissioner from Claremont asked for an adopted copy of the Conservation Plan
- ❖ Some Commissions go into their schools (K) and conduct theme-based activities
- ❖ Green Up/Clean Up sponsoring got the Commission's name out
- ❖ Will meet twice a year
- ❖ How they got money for their Commissions (if any)
- ❖ Many towns have foresters as Commission members.
- ❖ Cooperation between towns/cities with events
- ❖ Keeping track of what have accomplished over the course of a year.
- ❖ Claremont will be doing an ecological study on the Cat Hole area and potentially get an easement. Newport has land bordering Claremont's.

If Claremont goes for an easement, maybe Newport could talk to them about their abutting land and get one, too. Claremont will be asked for a copy of their Cat Hole area study. The Commissioners reviewed the bullet points, then moved on.

Commission Agenda

Chairman Schissel said he and Mr. Hoppock had discussed the agenda and minutes. The Action Items were good, but a follow-through with them was necessary. Some action items could be 'Standing' ones. Mr. Hoppock said that what is on the agenda is "upcoming actions"; not if it has been accomplished. Mr. Schagen suggested action items be put under Old Business (and reviewed every month). He also asked about postponed or tabled agenda items: how will those be kept track of.

Lot 110-007 (Meadow Road lot across from Community Center)

Mr. Boutin explained their request to make a conservation easement on the part of the Meadow Road lot that wasn't being used for parking, that they could not have a Conservation easement for themselves; it was Town owned property. He read aloud a statement explaining the steps to take. He had suggested that they revise their request to add the lot to the existing Zoning Conservation District instead. In discussion with Town administration, Mr. Boutin discovered their request would have to go before Town meeting (to add the lot number to Zoning Ordinance CN District Section 215.3). The Commission tabled any action to the end of the calendar year.

Other new business

Ambargis Demolition (Brownsfield Grant)

Chairman Schissel asked Mr. Hoppock if he'd heard anything about progress at the Ambargis property. Mr. Hoppock hadn't; he would look into it. He then asked about the Conservation Commission Review Application form in the Commission packets.

Communications/Correspondences:

- Mr. Boutin explained the Conservation Commission Review Application form. It was a rewritten form formalizing recommendations on cases heard by the Conservation Commission. Previously, recommendations sent to the Planning Board had not been received. He explained the steps in using the form by applicants and Commission. When the case was heard and the recommendation made and voted on, it would be submitted to the Planning Board.

Mr. Boutin stated historical information, including looking into charging to hear cases (can't). Mr. Hoppock asked if he could email comments on the proposed application; it could be discussed in full at the June meeting. After a brief discussion, Chairman Schissel asked that Mr. Hoppock and Mr. Boutin work together on the application. It will be an agenda item at the June 2026 meeting.

- Raymond Holden Deed will be worked on by Mr. Hoppock and the Town Administration. There was a discussion on the deeds. Chairman Schissel said he will meet and bring in copies of the original Raymond Holden and Wheeler/Sielewicz deeds for Mr. Hoppock to look at and use.
- Finance Report. Mr. Hoppock was informed of the need for getting reports for closing of fiscal year 2025 and all of 2025-2026. There was a discussion on the financial reports.
- Clarification from NHACC on whether towns can appeal wetland boundaries. The NHACC said for the Commission to have the ability to require Peer Reviews, a Warrant Article at Town Meeting was necessary.
- Warrant Article 18-Town Common Capital Reserve Fund on the 2026 ballot (\$5,000). Mr. Boutin stated their request to add recommended by the Conservation Commission had been approved by the BOS. The Commission's name was in the Voter's Guide under recommendations.
- Vernal Pool Survey Mr. Schagen said that he had taken the survey for Newport.
- Commission was mailed turtlerescue.inc. Chairman Schissel explained that injured turtles have a place to rehab.
- Been made aware of dumping on Ayers Road near a designated wetlands area. When asked, Mr. Hoppock said that private citizens could contact DES about infractions or the Town could. He will find out the way Newport does it.
- Mr. Jeremy Turner has invited members to visit and tour his (managed) property. Chairman Schissel said he will contact him with some dates and schedule a tour.

ADMINISTRATION:

Action items: Listed below

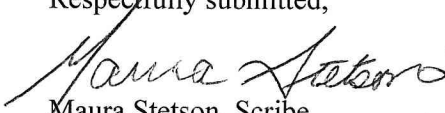
A police officer came to the BOS room at 8:05 pm; a Commissioner had inadvertently pushed the emergency button.

Agenda items:

Vote for slate of officers.

Mr. Schagen made a motion *to adjourn at 8:06 pm*. It was seconded by Mr. Hubert. *The motion passed 6-0-0.*

Respectfully submitted,



Maura Stetson, Scribe

Approved: June 10, 2026

The next regular meeting of the Conservation Commission will be held Wednesday, June 10, 2026 at 6:30 pm in the Board of Selectmen Room.

Action Items:

Commissioners:

- Ronna Johnson will be asked for user-friendly finance reports for June 10, 2026 meeting.
- Chairman Schissel will attend the May 18th BOS meeting to discuss the cutting of trees at the Pinnacle.
- Chairman Schissel and Commissioners will continue to check status of the Crow's Nest applications on the DES website.

- Mr. Boutin will continue to be the point person with Mr. Nelson
- Mr. Boutin will look into broken trail map on CC webpage/supervise uploading of logo
- Mr. Hubert will ask Town about Green Up/Clean Up continuation and bag pick up
- All: Conservation Plan review for revisions and adoption at June 10, 2026 meeting
- Mr. Schagen will send a digital copy of his notes to Mr. Ken Merrow (to forward to UVLSRPC)

Mr. Hoppock:

- Mr. Hoppock and Mr. Boutin will meet and work together on the Conservation Commission Review application.
- Chairman Schissel will bring copies of the original Raymond Holden and Wheeler/Sielewicz deeds to Mr. Hoppock to look at and use.
- Mr. Hoppock said that private citizens or the Town could contact DES with complaints. He will find out the way Newport does it
- Chairman Schissel will contact Mr. Turner with some dates and schedule a tour of his property.