

# Swansey Conservation Commission [SCC] Minutes March 5, 2012

4:00 p.m. at town hall

[Note: Minutes are not final until approved by the Commission, usually at its next meeting.]

Call to order by chair Day at 4:10 p.m.

Stepenuck agreed to be secretary pro-tempore.

SCC members present: Gary Coburn, Deb Crowder, Michael Day, Ric Dell'Erba, Theresa DiLuzio, Bob Goodrich, Mike Morrison, Steve Stepenuck

Leaving ca. 5:20: Morrison; Leaving ca. 6:10: DiLuzio;

Arriving ca. 5:30: Crowder

Absent: Jane Johnson

## 1. Old business:

(A) **Time and date of meeting:** Discussion continued from past meetings. Since the 4:00 p.m. first-Monday time works for current members, and the Commission is currently at full strength, the majority decided to leave that, even though it would make it difficult for persons with normal daytime working hours to make meetings.

(B) **Wilson Pond Buffer Petition:** Petition in effect is to reduce the buffer for primary structures from the shoreline from 125 ft to 50 ft. However the Voter Summary published did not mention that the 50-ft constitutes a reduction from the current town ordinance. [The warrant article as published in the town report mentions no numbers.] Discussion followed relative to how to educate voters at this late date as regards the significance of this issue.

Decisions: [1] Ask Deb Crowder to please make a sign to be displayed [by SCC members] near the polling place. [Hours per member listed below.] Sign to request people to please support Wilson Pond's quality, the CC, and the PB by voting "No" on Amendment 4 to Article 9.

[2] Chair Day will write a letter to the editor of the Keene Sentinel asking voters to please vote "No" on Amendment 4 to Article 9, re zoning amendments, and emphasizing that both the SCC and the Planning Board are against this petition.

[3] Individuals are welcome to write personal letters.

Individuals offered to attend the sign approximately as follows:

8—9 a.m., 11—1 p.m.: Mike M.; 9—11: open; 12:30—2:30: Theresa; 2:30—4:00: open; 4-6: open; 6—7: Michael D.

Moved [Stepenuck] and seconded [Morrison] to implement the above plan. Vote [4:37 p.m.]: 6-0-0-2.

## 2. Permits and Applications:

a. No new applications received.

## 2. Permits and Applications, continued:

b. Correspondence from NH-DES re Warmac Rd. and Cobble Hill Rd bridges. Also Alteration of Terrain permit AOT 0369 granted to Putnam Realty for gravel excavation in Westport.

**3. Groundwater protection: groundwater reclassification document from NH-DES.** Stepenuck had emailed this to SCC members, with suggestions that it looked important vs. SCC's charge, and perhaps the Groundwater Protection Task Force of several years ago had already done much of the work. Mike Morrison agreed to try to digest and summarize the document [printed out by Sara today] for the April meeting.

Bringing in a speaker from DES to help was discussed.

**4. Saving Special Places Conference, April 14, at John Stark Regional High School:** Steve and Ric expressed interest in attending this, and will communicate with each other after the meeting, with the understanding that if they go, reimbursement from SCC's budget would likely be requested.

## 5. Roadside cleanup:

**a. Date:** April 21 or 28, 2012, more likely the latter, so that the high school will have been in session the week before the cleanup. Goodrich will check at MRHS vs. vacation dates.

**b. Chair:** Bob Goodrich.

**c. Bags:** there appear to be ~ 375 in town hall. Theresa[?] will check with Lee Dunham re getting some more, so that we have ~ 500.

**d. Map:** Deb and Sara can hopefully provide an old town map to be used for groups to choose their road sections. [A copy of the annotated map goes to the DPW, so they know where to pick up bags.]

**e. Gloves:** Uncertain, but consensus seemed to be to purchase some for giving away, but not to advertise free gloves. Moved [Stepenuck] seconded [Morrison] buy a few dozen gloves, to be given away as needed on cleanup day. 6-0-0-2 Ric mentioned possibility of inexpensive coated gloves, which would be much better. Gary will check with Hamshaw re possibility of donations. [If anyone buys a bunch, please notify the other members, or the cleanup or CC chair.]

**f. Town hall:** Someone to stay in town hall to distribute bags, answer questions, be available for emergencies, keep building open for restroom use, etc.: Person to be determined.

**g. Food, drink, etc.:** Discussed, but not settled. Theresa will check with Dunkin Donuts re possibility of donating Munchkins and/or coffee.

**h. Handouts:** Stepenuck will try to dig up old ones as models for this year's edition.

## 6. 2102-2013:

### a. Nomination and Election of officers:

(1) chair: Deb Crowder

(2) vice-chair: Bob Goodrich

**6. 2102-2013:**

a. Nomination and Election of officers, continued:

(3) Secretary: to be hired

Vote: 6-0-0-2.

b. Plans for 2012:

Not addressed, due to lack of time.

**7. Reports from representatives:**

a. Ashuelot River Local Advisory Committee [ARLAC]: The committee recently reviewed plans from the City of Keene to continue "tax ditch maintenance" on waterbodies like Tannery Brook. Stepenuck urged members to be on the lookout for a continuation/resumption of clear cutting and bank scalping in Swanzey, for example along the banks of Ash Swamp Brook.

Moved [Crowder], seconded [Stepenuck] to authorize Deb to write a letter to the Keene City Manager and City planner to please do no "ditch maintenance" within Swanzey. Vote: 5-0-0-3 [Morrison and DiLuzio had had to leave.]

b. Open Space Committee [OSC]: postponed to next month, due to lack of time

c. SouthWest Regional Planning Commission-Natural Resources Committee [SWRPC-NRC]: no report, since Morrison had had to leave for another commitment. Postponed to next month.

**8. Minutes of February meeting: Approved 4-0-1-3.**

**9. Other business:**

a. Resolution: Moved [Stepenuck]; seconded [Goodrich?] That the Commission express its most sincere gratitude to departing chair Michael Day for his generous and faithful service to the Commission and to the town. Vote: unanimous, and by acclamation.

b. Energy committee: Stepenuck reminded that the matter of a town Energy Committee, or some attention to energy considerations had been discussed, but would have to be postponed to next meeting [April].

Respectfully submitted,



Stephen Stepenuck, secretary pro-tem

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In addition, the document outlines the procedures for handling discrepancies. If there is a difference between the recorded amount and the actual amount received or paid, it is crucial to investigate the cause immediately. This could be due to a clerical error, a missing receipt, or a change in the terms of the agreement.

The second part of the document provides a detailed breakdown of the financial data for the quarter. It includes a table showing the total revenue, expenses, and net profit for each month. The data shows a steady increase in revenue over the period, which is a positive sign for the business.

However, there is a concern regarding the increase in expenses, particularly in the area of marketing and advertising. It is suggested that the management team should review these costs and determine if there are any areas where they can be reduced without negatively impacting sales.

Overall, the document concludes that the business is performing well, but there is a need for continued monitoring and adjustment of the financial strategy to ensure long-term success.

The following table summarizes the key financial metrics for the quarter:

| Month                | Revenue          | Expenses         | Net Profit       |
|----------------------|------------------|------------------|------------------|
| January              | \$120,000        | \$80,000         | \$40,000         |
| February             | \$130,000        | \$85,000         | \$45,000         |
| March                | \$140,000        | \$90,000         | \$50,000         |
| <b>Quarter Total</b> | <b>\$390,000</b> | <b>\$255,000</b> | <b>\$135,000</b> |

Based on the data, it is clear that the business is generating a consistent profit. However, the increase in expenses from January to March is a cause for concern. It is recommended that the management team should conduct a thorough review of the expense accounts to identify any areas of inefficiency.

The document also notes that the revenue growth is primarily driven by an increase in sales volume. This suggests that the marketing and sales efforts are effective. However, it is important to ensure that the quality of the products and services remains high to maintain customer loyalty.

In conclusion, the financial performance of the business is positive, but there are several areas that require attention. The management team should focus on reducing expenses, particularly in the marketing and advertising department, to improve the profit margin. Additionally, it is important to continue to invest in research and development to stay ahead of the competition.

The document also highlights the importance of maintaining accurate financial records and providing regular reports to the stakeholders. This will help in making informed decisions and ensuring the long-term sustainability of the business.

Finally, the document expresses confidence in the business's ability to overcome the challenges ahead and achieve its goals. It encourages the management team to stay focused and committed to the mission of the organization.