

# **HOLDERNESS CONSERVATION COMMISSION PROCEDURES & POLICIES**

## **PROCEDURES & ASSIGNMENTS**

### **2010 Assignments:**

- Buckley: Monitor River Street Property
- Cocchiaro: Liaison to White Oak Pond Association and Squam Lakes Natural Science Center
- Connelly: Selectboard liaison
- Jewell: Trail development between Central School and Town Forest; monitor activities at Pemigewasset Fish and Game and the Fish and Game properties
- Packard: Monitor intent-to-cut applications
- Spencer: Chairman
- Whitmore: Monitor mailbox; liaison to Squam Lakes Conservation Society

### **Board Procedures**

- Individual members have monitoring duties only; all decisions are made by the entire commission at a publically noticed meeting.
- Letters written on behalf of the Commission should be on commission letterhead and clearly state that the content represents the Commission.
- The Commission is advisory and not a legislative body; infractions of any town policy or regulation should be reported to the appropriate board or authority.
- Monitoring assignments will be made annually in April.
- These procedures and policies shall be reviewed annually.

## **POLICIES**

- A member of the commission who is also an abutter to a property under review by the commission should voluntarily recuse him/herself from the discussion. Adopted 09/13/07
- Copies of all commission correspondence and documentation shall be submitted to the town office for inclusion in the property files. Adopted 09/13/07
- A commission member will not enter non-town owned easements or properties without the permission of the property owner. Adopted
- The Chair will contact any member who has failed to attend three sequential commission meetings to determine their interest in remaining on the commission. Adopted 04/15/08.
- Motorized vehicles are prohibited on the Pilote, Town Forest, Riverside Park, and White Oak Pond conservation properties. Reaffirmed 12/08/09.