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## 3 New Hampshire Council on Resources and Development

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### 6 MINUTES – January 8, 2026

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#### 8 MEMBERS PRESENT

9 Heather Shank, Designee, Department of Business and Economic Affairs, Chair  
10 Shawn N. Jasper, Commissioner, Department of Agriculture, Markets, and Food  
11 Jared Nylund, Designee, Department of Administrative Services  
12 Patrick Hackley, Designee, Department of Natural and Cultural Resources  
13 Mark Doyle, Designee, Department of Safety  
14 Eric Sargent, Designee, Department of Transportation  
15 Jim Oehler, Designee, New Hampshire Fish and Game Department  
16 Jack Ruderman, Designee, New Hampshire Housing

17

#### 18 OTHER PARTICIPANTS

19 Brendan McDowell, Staff to CORD, NH Office of Planning and Development  
20 Chris Aslin, Attorney to CORD, Attorney General's Office, Department of Justice  
21 Charlotte Harding, NH Conservation Land Stewardship Program  
22 Kathy LaBonte, NH Department of Fish and Game  
23 Tim Mallette, NH Department of Transportation  
24 Kayla Woods, NH Department of Transportation  
25 Krik Mudgett, NH Department of Transportation  
26 Ken Gallager, NH Office of Planning and Development

27

#### 28 I. ROLL CALL AND INTRODUCTIONS

29

30 The meeting was opened at 3:00 PM by Chair Shank. Introductions were made by members of  
31 CORD and those in attendance.

32

#### 33 II. PUBLIC HEARING

34 The New Hampshire Department of Transportation (NHDOT) requests permission from  
35 CORD in accordance with RSA 162-C:6 to modify the terms of an existing conservation  
36 easement to allow for construction related disturbances. NHDOT, in conjunction with the  
37 Nature Conservancy (TNC), the NH Department of Environmental Services Coastal Office,  
38 and CMA Engineers Inc., propose to replace two existing 18" diameter concrete tidal  
39 culverts on Squamscott Road between Route 108 and Chisholm Farm Drive in Stratham.  
40 The culverts are adjacent to the Wiggin LCIP conservation easement assigned to NH Fish  
41 and Game. The project involves placing permanent and temporary easements on both  
42 sides of Squamscott Road, including on the Wiggin LCIP parcel to the north. Work on the  
43 LCIP parcel includes temporary and minor permanent impacts due to construction  
44 activities.

45

46 Chair Shank opened the public hearing.

47

48 Tim Mallette of NHDOT presented the proposal for the changes to the easement on the Wiggin  
49 property. Mr. Mallette showed CORD the planned improvements for the area, including two new  
50 eight-foot box culverts to replace the smaller existing culverts. The existing culverts were identified

51 by NH Department of Environmental Services in the coastal inventory as "high priority" to be  
52 replaced based on tidal and coastal habitat studies. The area is highly significant for salt marsh  
53 migration. NHDOT was awarded NOAA funds to help pay for the project, which includes habitat  
54 improvement.

55  
56 The project requires permanent and temporary easements for the disturbances. Mr. Mallette gave  
57 an overview of the project and its history, along with meetings with the property owners and  
58 conservation groups. Mr. Mallette says the project has received general support from the different  
59 stakeholders. Mr. Mallette further expressed the project's alignment with the intent of the  
60 conservation easement, and the project would have added benefits through habitat improvement.

61  
62 Ms. Harding added that the process has followed RSA 162-C, pertaining to NHDOT  
63 improvements and impacts to LCIP land.

64  
65 Chair Shank asked what the criteria for determination are. Attorney Aslin read out the criteria from  
66 RSA 162-C:6 paragraph IV regarding the minor expansion or alteration of an existing road. Mr.  
67 Ruderman asked if reasonable alternatives existed for different designs, as required by the RSA.  
68 Mr. Mallette responded that other designs were considered but the current proposal was deemed  
69 most appropriate and in alignment with the goals of the conservation easement.

70  
71 Mr. Oehler added this project was deliberated at the NH F&G lands team meeting and it was  
72 unanimously voted to approve this project.

73  
74 Chair Shank closed the public hearing.

75  
76 ***MOTION: On a motion by Mr. Jasper, seconded by Mr. Doyle, to approve the request to modify***  
77 ***the conservation easement as laid out by NH DOT in the proposal, was approved with 6:1:0 vote,***  
78 ***with Mr. Sargent abstaining.***

79  
80 **III. MINUTES**

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82 **Approval of December 11, 2025 meeting minutes.**

83  
84 December 11, 2025 minutes were reviewed. No changes were made.

85  
86 ***MOTION: On a motion by Mr. Jasper, seconded by Mr. Oehler, December 11, 2025, minutes***  
87 ***were approved with 7:0:0 vote.***

88  
89 **IV. LAND CONSERVATION INVESTMENT PROGRAM**

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91 **A. Kelly Farm Subdivision Violation Notice**

92 **NH F&G/CLS will provide an overview of the Kelly Subdivision violation and will request**  
93 **a letter from CORD setting a deadline for resolution before the matter is referred to DOJ**  
94 **for enforcement of the easement.**

95  
96 Charlotte Harding, Conservation Land Stewardship Program staff, gave an overview of the  
97 violation and its notices to the parties involved. A portion of the Kelly Farm conservation  
98 easement in Winchester, NH has been subdivided off and conveyed to another person. The  
99 conservation easement, which includes six parcels owned by Kelly Scoville Farm, LLC, states  
100 the six conservation easement parcels may be conveyed to another owner but the parcels  
101 themselves cannot be subdivided.

102  
103 In the spring of 2025 Ms. Harding discovered Parcel #6, of the conservation easement, had  
104 been subdivided via a Quitclaim Deed and conveyed to Charles Blanchard. It was also  
105 discovered that a portion of conservation easement Parcel #4 was subdivided and described  
106 incorrectly on the Quitclaim Deed as Lot 106-1. Parcel #4 is Lot 103 according to Winchester  
107 Tax Maps and Lot 106-1 is a 0.4 acre adjacent lot.  
108  
109 During a site visit by Ms. Harding, a camper, truck, and shed were found on the southerly  
110 portion of Parcel #4 which constituted an additional breach in the easement. Mr. Blanchard had  
111 conveyed the southern portion of Parcel #4 to Daryn Sampson and Amanda Wheeler, which  
112 was further in breach of the easement.  
113  
114 Letters were sent to both the Kelly's and Mr. Blanchard regarding the first breach of easement  
115 on Parcel #6 in June and additional letters were sent to both parties in August regarding the  
116 breach on Parcel #4 including the issue of the camper. The parties were tasked with proposing  
117 a solution for the easement breaches for CORD to review by November 7, 2025. A letter from  
118 the Kelly's attorney, Attorney Howard Lane Jr., stated the issues regarding Parcel #4 will be  
119 resolved by the Kelly's repurchasing the lot from Mr. Sampson and Ms. Wheeler. According to  
120 Attorney Lane's letter, the camper trailer and pick-up truck have been removed from the  
121 property. However, no date has been determined when the property will be repurchased, and no  
122 resolution has been reached for Parcel #6.  
123  
124 CORD agreed that a letter should be issued and discussed the language that should be  
125 included. Members determined that a date should be set whereby the Kelly's provide a plan to  
126 resolve the issue and/or the issue would be resolved by. It was agreed that they should attend  
127 the next CORD meeting.  
128  
129 ***MOTION: On a motion by Mr. Jasper, seconded by Mr. Oehler, to authorize the CORD Chair to  
130 send a letter to the involved parties to ask for an action plan with deadlines and for the Kelly's to  
131 attend and present the plan for CORD approval at the May 7, 2026 CORD Meeting, was approved  
132 with 7:0:0 vote.***  
133  
134 **B. REQUEST FROM DNCR FOR FY 2024 AND FY2025 DISBURSEMENTS**  
135 DNCR is requesting CORD authorization to disburse funds from the Land Conservation  
136 Endowment for each fiscal year for a total disbursement of \$30,000.  
137  
138 Mr. Hackley presented the DNCR request for CORD to authorize disbursement of funds for  
139 monitoring forest legacy properties that had contributed to LCE. Mr. Oehler asked a clarifying  
140 question whether these funds are for the non-LCIP DNCR easements DNCR had contributed to  
141 the endowment, which Mr. Hackley responded affirmatively. Another question was asked about  
142 how many easement properties DNCR manages. Mr. Hackley indicated 20 properties.  
143  
144 ***MOTION: On a motion by Mr. Jasper, seconded by Mr. Nylund, to approve the request with  
145 6:1:0 vote, with Mr. Hackley abstaining.***  
146  
147 **IV. OTHER BUSINESS**  
148  
149 **A. Dodier Knoll Name Proposal**  
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151 Chair Shank introduced Ken Gallager, Office of Planning and Development staff, to present a  
152 proposal to name a hill in the Town of Madison. The unnamed hill is located on private land owned

153 by the applicant. Mr. Gallager explained the name proposal was to honor the current landowner's  
154 late father. Mr. Gallager requested input from the State agencies over the next month.

155  
156 *There was no vote, Mr. Gallager's presentation was informational and a request for feedback.*

157  
158 **B. Guidance to LCIP Property Owners Document**

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160 Chair Shank presented the LCIP Property Owners Guidance Document and asked for any  
161 feedback from CORD. The document has been reviewed and edited at previous CORD meetings  
162 and there was an agreement to call for a motion and a vote.

163  
164 ***MOTION: On a motion by Mr. Oehler, seconded by Mr. Doyle, to approve the language in the***  
165 ***document with 7:0:0 vote.***

166  
167 **CORD Schedule**

168  
169 Chair Shank brought up a request from LMAC, one of the reviewing agencies responsible for  
170 giving feedback to Surplus Land Review (SLR) requests. The agencies have been struggling to  
171 schedule meetings in time to review the SLR requests and have inquired if the CORD schedule  
172 can be altered to give the agencies more time to review requests for CORD.

173  
174 Discussion turned to scheduling and SLR timelines between members and the agencies. There  
175 was discussion to change the CORD schedule to every other month starting in 2027, to switch  
176 the earlier meetings in January, March, and May to February, April, and June instead. Then  
177 continuing the rest of the schedule, the same with meetings in August, October, and December.  
178 Members also agreed to allow 45 days for application deadlines.

179  
180 ***MOTION: On a motion by Mr. Jasper, seconded by Mr. Ruderman, CORD determined to***  
181 ***change the SLR application submission deadline to be 45 days prior to the CORD meeting***  
182 ***starting with the May 7, 2026 meeting, and to move CORD meetings to every other month***  
183 ***starting in February 2027, with a 7:0:0 vote.***

184  
185 **C. Next meeting – March 5, 2026, at 3:00 PM**

186  
187 *SLR application deadline is February 4<sup>th</sup> for the March meeting, and a department staff member*  
188 *must attend to present any requests their agency refers to CORD.*

189  
190 Chair Shank adjourned the meeting at 4:14 PM.

191  
192 *Meeting Minutes Prepared by Brendan McDowell*