



New Hampshire Council on Resources and Development

MINUTES – January 8, 2026

Approved on March 5, 2026

MEMBERS PRESENT

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

OTHER PARTICIPANTS

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

I. ROLL CALL AND INTRODUCTIONS

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

II. PUBLIC HEARING

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

Chair Shank opened the public hearing.

Tim Mallette of NHDOT presented the proposal for the changes to the easement on the Wiggin property. Mr. Mallette showed CORD the planned improvements for the area, including two new eight-foot box culverts to replace the smaller existing culverts. The existing culverts were identified by NH Department of Environmental Services in the coastal inventory as “high priority” to be replaced based on tidal and coastal habitat studies. The area is highly significant for salt marsh migration. NHDOT was awarded NOAA funds to help pay for the project, which includes habitat improvement.

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

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

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

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

Chair Shank closed the public hearing.

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

III. MINUTES

Approval of December 11, 2025 meeting minutes.

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

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

IV. LAND CONSERVATION INVESTMENT PROGRAM

A. Kelly Farm Subdivision Violation Notice

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

Charlotte Harding, Conservation Land Stewardship Program staff, gave an overview of the violation and its notices to the parties involved. A portion of the Kelly Farm conservation easement in Winchester, NH has been subdivided off and conveyed to another person. The

conservation easement, which includes six parcels owned by Kelly Scoville Farm, LLC, states the six conservation easement parcels may be conveyed to another owner but the parcels themselves cannot be subdivided.

In the spring of 2025 Ms. Harding discovered Parcel #6, of the conservation easement, had been subdivided via a Quitclaim Deed and conveyed to Charles Blanchard. It was also discovered that a portion of conservation easement Parcel #4 was subdivided and described incorrectly on the Quitclaim Deed as Lot 106-1. Parcel #4 is Lot 103 according to Winchester Tax Maps and Lot 106-1 is a 0.4 acre adjacent lot.

During a site visit by Ms. Harding, a camper, truck, and shed were found on the southerly portion of Parcel #4 which constituted an additional breach in the easement. Mr. Blanchard had conveyed the southern portion of Parcel #4 to Daryn Sampson and Amanda Wheeler, which was further in breach of the easement.

Letters were sent to both the Kelly's and Mr. Blanchard regarding the first breach of easement on Parcel #6 in June and additional letters were sent to both parties in August regarding the breach on Parcel #4 including the issue of the camper. The parties were tasked with proposing a solution for the easement breaches for CORD to review by November 7, 2025. A letter from the Kelly's attorney, Attorney Howard Lane Jr., stated the issues regarding Parcel #4 will be resolved by the Kelly's repurchasing the lot from Mr. Sampson and Ms. Wheeler. According to Attorney Lane's letter, the camper trailer and pick-up truck have been removed from the property. However, no date has been determined when the property will be repurchased, and no resolution has been reached for Parcel #6.

CORD agreed that a letter should be issued and discussed the language that should be included. Members determined that a date should be set whereby the Kelly's provide a plan to resolve the issue and/or the issue would be resolved by. It was agreed that they should attend the next CORD meeting.

MOTION: *On a motion by Mr. Jasper, seconded by Mr. Oehler, to authorize the CORD Chair to send a letter to the involved parties to ask for an action plan with deadlines and for the Kelly's to attend and present the plan for CORD approval at the May 7, 2026 CORD Meeting, was approved with 7:0:0 vote.*

B. REQUEST FROM DNCR FOR FY 2024 AND FY2025 DISBURSEMENTS
DNCR is requesting CORD authorization to disburse funds from the Land Conservation Endowment for each fiscal year for a total disbursement of \$30,000.

Mr. Hackley presented the DNCR request for CORD to authorize disbursement of funds for monitoring forest legacy properties that had contributed to LCE. Mr. Oehler asked a clarifying question whether these funds are for the non-LCIP DNCR easements DNCR had contributed to the endowment, which Mr. Hackley responded affirmatively. Another question was asked about how many easement properties DNCR manages. Mr. Hackley indicated 20 properties.

MOTION: *On a motion by Mr. Jasper, seconded by Mr. Nylund, to approve the request with 6:1:0 vote, with Mr. Hackley abstaining.*

IV. OTHER BUSINESS

A. Dodier Knoll Name Proposal

Chair Shank introduced Ken Gallagher, Office of Planning and Development staff, to present a proposal to name a hill in the Town of Madison. The unnamed hill is located on private land owned by the applicant. Mr. Gallagher explained the name proposal was to honor the current landowner's late father. Mr. Gallagher requested input from the State agencies over the next month.

There was no vote, Mr. Gallagher's presentation was informational and a request for feedback.

B. Guidance to LCIP Property Owners Document

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

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

CORD Schedule

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

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

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

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

SLR application deadline is February 4th for the March meeting, and a department staff member must attend to present any requests their agency refers to CORD.

Chair Shank adjourned the meeting at 4:14 PM.

Meeting Minutes Prepared by Brendan McDowell