



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

CONSERVATION COMMISSION  
Sunrise Lake Watershed Advisory Committee

## Sunrise Lake Watershed Advisory Meeting October 24<sup>th</sup>, 2024 (Draft) Meeting Minutes

**Call to order:** The meeting was called to order by Chairman John Mullen at 5:34 PM.

Members present in addition to the Chair were Vice-Chair Dave Miller (remote), members Cindy DeCristofaro, Judy Larivee, Kate Buzard, Cindy Durkee and Joni van Gelder.

**Additional attendees:** Kyle Pimental, representing Strafford Regional Planning, and Sally Soule, Grant Manager for the NHDES 319 program were featured guests and speakers. Members of the public who attended were Bill DeProfio, Tini DeProfio, Gail Jones, Gerda Chase-Thoren, Dawn Carroll, Susan Dunn, and Allan Potter. Also invited (but not represented) were members of the Board of Selectmen, Highway Department, Code Enforcement, and ZBA. Chairman Mullen, who is also Chair of the Planning Board represented that Board, and Kate Buzard represented the Conservation Committee.

**Meeting Business:** Normal meeting business was suspended until the November meeting as the purpose of this meeting was to review the 319 Grant goals and scope of work, grant agreement and in-kind match requirements and obtain feedback from the committee and those present. Following introductions, Kyle Pimental and Sally Soule gave an overview of the grant beginning with the history of the Town of Middleton creating a Watershed Plan, and previous and current grant applications, as well as how the SRP and DES involvement in the grant execution will take place. DES provides overall project grant management to support Middleton in getting through the process. SRP executes the grant process and is the entity that signed the contract and manages the day-to-day process. Kyle Pimental reviewed the short-term goals, such as retaining a qualified professional with experience in environmental engineering, hiring that firm, identifying members of the committee and public who can serve on the selection committee (who will be identified as the Advisory Team). Following a question from the public Sally Soule confirmed that the grant ends December 31<sup>st</sup>, 2027, and Kyle Pimental commended the committee for the work already done, so that the in-kind work through the end of September stands at just over \$10,000, 25% of the needed in kind funding. (Actual figure is \$10,082.28 as of 9/30/2024. The entire grant total is \$104,829.00, with the grant funding \$62,885.00 and in-kind match \$41,944.00). Clerk van Gelder suggested that it might be helpful to ask for help in the advisory committee from the Acton-Wakefield Watershed Alliance, and from NH Lakes.

*\*For purposes of brevity going forward in these minutes, comments by Mr. Pimental will be identified as from SRP, and comments by Ms. Soule will be identified as from DES\**

Vice Chair Dave Miller introduced himself as well as his background serving the Adirondack Region of NY within the Clean Water Council, as well as other organizations, and offered his thoughts on how the group should proceed. One of Mr. Millers comments concerned amending the current sub-title of reduction of phosphorous loading into Sunrise Lake. Chairman Mullen mentioned that the Planning Board has been discussing the feasibility of introducing a septic ordinance, which would likely begin with the lake area but could also be expanded to include the watershed as a whole. Member Cindy Durkee inquired why the submission requirements specifically state cost estimates should not be provided, and that is because of a state requirement. Following a question from the Chair, it was determined that the deadline to have key people in place for the advisory committee is 12/13/24, and that the optimal number of people on that committee should be 5, no more than 6 in total. SRP reviewed the scoring matrix for selection, which is also noted in the grant proposal.

**Goals:**

- Comments or questions regarding the process or the grant should be directed to the SLWAC email, [Sunriselakewac@gmail.com](mailto:Sunriselakewac@gmail.com), by October 31<sup>st</sup>, so that they can be combined and sent as one document to SRP.
- The selection committee should be established at the next meeting of the SLWAC, which takes place on November 21<sup>st</sup>, 5:30 PM, at the Old Town Hall.
- The final selection of the QEP and notification to all firms is expected by January 10<sup>th</sup>, 2025.

**Summary:**

Chairman Mullen summarized the groups goals and intent and invited people to attend all meetings and make their questions and concerns known. SRP, in reference to Objective 5 in the Scope of Work (Construction of a Shoreline Buffer Project), suggested that interested parties review the “soak up the rain” project <https://www4.des.state.nh.us/SoakNH/>

With no further business in this meeting, Dave Miller made a motion to adjourn, which was seconded by Cindy DeCristofaro. The meeting was adjourned at 6:30 PM.

Respectfully submitted

Joni van Gelder  
Clerk/Member

