



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

CONSERVATION COMMISSION
Sunrise Lake Watershed Advisory Committee

Meeting Minutes February 22nd, 2024

Call to order: The meeting was called to order at 5:34 PM. Present were Chairman John Mullen, Vice Chair Dave Miller (remote) Clerk Joni van Gelder, Members Cindy DeCristofaro, Judy Larivee and Kate Buzard.

Housekeeping: Clerk Joni van Gelder has set up an email address specific to this committee, so that as marketing pieces are sent, social media presence, etc. the contact information will not be member specific. That email is sunriselakewac@gmail.com.

Document creation/storage update: As a result of member donations, this group has a subscription to Microsoft 365. The Clerk went over the various applications that are part of this subscription, including remote meeting access via TEAMS. The clerk has offered to have one-on-one meetings with any members who would like to create a Microsoft account to access these programs, as well as get set up on teams.

Review of January meeting minutes: The minutes were approved as written (Cindy DeCristofaro/Dave Miller).

Donations Update: The conversation continues as to how to manage this. It is not possible to co-mingle donations. The current process is when a donation comes in for a specific purpose (i.e. milfoil) the town receives an invoice which is sent to the proper committee who approve payment of the invoice. There was a brief commentary that members should start thinking about future fundraising options to increase donations.

Finance Update: The town is still owed \$251.13 for milfoil treatment, that payment is “up in the air” as the proper paperwork has not yet been received from the Town. The attached financial report provides more details. Kate Buzard requested assistance in the creation of a spreadsheet to better track finance/expenses, and the clerk will work on that project with her. It was later discussed that this spreadsheet can be created using multiple tabs so that an all-encompassing financial picture can be seen in one document.

Subcommittee Reports: The clerk was asked to reach out to Cindy Kern, who has been instrumental in creating some of the graphics. A review of the introductory flyer was very positive, with there being some general spacing and punctuation suggestions. The clerk suggested that suggestions be funneled to her, so that she can create a single email/document rather than having multiple people reach out to Cindy. Idea’s such as purchasing a laser printer to save on printing costs were discussed, however the clerk noted that as a 4-color printing job with bleeds, a laser printer would not be able to print “full bleed.” No action was taken at the meeting. Quotes from Staples and Vistaprint have been done, but they do not include full bleed so cannot be considered a hard quote.

VLAP Update: the earliest VLAP update will take place mid-May and will include testing for e coli. The Watershed grant funding, if received will provide some of cost associated with that testing.

Watershed Grant: The Grant is expected to be awarded early March. As Chairman Mullen will be on vacation, he will request that correspondence from Strafford Regional Planning be copied to both the Vice Chair and the Clerk.

Yearly Events for 2024: Currently the committee have one event scheduled, tentatively for June 7th, 2024. It will be a workshop on boat safety conducted by NH Marine Patrol. The Clerk suggested that since most of the Lake Associations will be sending out their annual update/membership letter, that the committee approach the associations regarding putting information about the boat safety workshop as well as general information regarding this committee.

Next Meeting: The March meeting is scheduled for March 21st, 2024, at 5:30 PM at the Old Town Hall. In the absence of the Chairman, Vice Chair Miller will Chair this meeting remotely.

With no further business the meeting was adjourned at 6:40 PM. (DeCristofaro/Miller)

Respectfully submitted.

Joni van Gelder