

## Durham Conservation Commission

**August 19, 2025; 6:30 – 8:00 pm; Eureka Center**

DCC Attendees: Jess Costa, Roberta Brezinski, Mike Friendly, Jeff Tindall, Todd Chaudhry

Guest Attendees: GPCOG Kelly Rehberg and Kali Loughlin

**DCC discussion with GPCOG on Open Space Plan Project** process (timeline for milestones, team roles and tasks for DCC, GPCOG, FBE)

### Grant Funding Update

- Funding will be provided by NOAA/state on a quarterly basis
- Roberta sent the required sub-form to Jessica and Jerry, will send to state
- GPCOG invoices will go to Jerry

### Quarterly Reports

- First one for June submitted
- Next report due October 15

### Opens Space Plan Roles/Tasks

- GPCOG role is Administrative Lead
- FBE will lead data gathering/analysis and field work lead
- DCC priorities establishment and coordination with GPCOG/FBE
- Town Planner will have budget for mapping

### Project Timeline

- Task 1 Project Management by GPCOG (project plan, FBE data reporting plan)
- Task 2 Existing Conditions (4-6 months, data package maps/analysis, data gaps/what map data layers are needed)
- Task 3 Community Engagement (start a survey this fall, fall 2026 meeting with town staff to set priorities, new year 2026 first community workshop)
- Task 4 Deliverable (May 2027 grant completion date)

### Project Next Steps

#### *GPCOG*

- **Quarterly reports:** GPCOG will send updated quarterly reporting information from the State.
- **Invoices:** GPCOG will send future invoices to Jerry Douglass and cc Jess and Roberta.
- **Project documents:** GPCOG will begin developing a draft project plan and start a draft community engagement plan. These will get updated throughout the project.
- **Data Collection:** GPCOG will work with FBE to reach out to George for available town mapping data.

- **Website:** GPCOG will begin drafting a project website.

*DCC*

- **Selectboard/staff meeting:** Jess will contact Selectboard to schedule a date for kick-off presentation with them and staff. This fall or in the new year, if preferred for the board.
- **IT Community Outreach:** Roberta to reach out to Devin to discuss who runs the Town's Facebook page, availability and contact for including information in the Town's newsletter (Newsblast), and if there are concerns with having an external project website vs project page on the Town's website.

**Meeting adjourned at 8:00 pm.**