

**Town of Concord
Natural Resources Commission
Conservation Restriction Stewardship Committee**

Committee Charge

Background: The Natural Resources Commission (NRC) has observed that the Town of Concord holds over 110 conservation restrictions on many properties within the Town. These restrictions need to be better understood and monitored regularly. The NRC further notes that the appointment of a stewardship committee assigned to the tasks of developing the baseline information and protocols for collection of said information, conducting outreach to property owners whose land is subject to such restrictions, and regularly monitoring these restrictions would make it possible to effectively manage these conservation restrictions. Therefore, the NRC has requested consideration of the Board of Selectmen (BOS) and Town Manager on the appointment of a Conservation Restriction Stewardship Committee (CRSC), under the auspices of the NRC.

Responsibilities: The Committee shall provide stewardship of Conservation Restrictions (CRs) that are granted to the Town of Concord. In order to conduct the careful and responsible management of conservation restrictions entrusted to the Town, the CRSC will:

1. Develop a protocol for collection of baseline data and annual monitoring of Town held CRs.
2. Contact and develop a positive working relationship with property owners whose land is subject to a CR. The Town is grateful for the contribution of the CR's and so, wants to ensure that this process remains positive and does not become a demotivating process.
3. Collect baseline documentation of CRs.
4. Organize information about CRs in an easy to maintain format (including electronic database and GIS-based mapping layers).
5. Conduct regular and routine monitoring of CRs.
6. Write a report with findings which will be provided to the landowner for approval. The landowner will provide their signature as acceptance of report.
7. Identify and recommend to the BOS priority lands for protection.

Membership: The Committee shall be appointed by the BOS. The committee shall be comprised of 7 residents of the Town, one of whom is an acting or prior member of the NRC. A staff member from the Division of Natural Resources office shall also participate, providing guidance and support to the committee.

Reporting: Findings and recommendations shall be presented to the NRC and BOS at least once a year. If compliance issues become evident during a site visit, these shall be noted in the report and presented to the Natural Resources Administrator.

Term: Members of the Committee shall be appointed every three years by the BOS, on a rotating basis, with the option to serve a second 3-year term.

Meetings: The Committee shall meet on a regular basis and as needed to accomplish the goals outlined above.