



# POLICY AND PROCEDURE MEMO

No. \_\_\_\_\_  
Date: April 21, 2025

SUBJECT: BAITING ON TOWN-OWNED LAND

## Purpose:

To establish a formal process for permitting baiting for wildlife on town-owned land in accordance with New Hampshire Fish and Game regulations and to ensure the proper use and cleanup of municipal property.

## Policy:

The Town of Salem may allow baiting for bear and deer on town-owned property subject to the following requirements:

### 1. Eligibility & Timing

- a. All baiting activities must comply with New Hampshire Fish and Game regulations.
- b. Bear baiting permits must be postmarked by the first Monday in August.
- c. Deer baiting permits must be postmarked by the first Monday in October.

### 2. Application Process

- a. Applicants must submit the following to the Town Manager:
  - o Completed NH Fish and Game Permit Application (Form F&G 180)
  - o Letter of request identifying proposed location
  - o Coordinates and a detailed topographic map of the baiting site
- b. The Town Manager may deny any application if it is determined that baiting is not appropriate for the requested location.

### 3. Cleanup Deposit

- a. A deposit check is required with all applications in an amount equal to the cost of two municipal services employees at a three-hour minimum.
- b. The applicant must submit photographs at the end of the season demonstrating the site has been properly cleaned.
- c. Upon staff verification, the check will be returned. If the site is not cleaned, the deposit will be used to cover municipal cleanup efforts.

### 4. Authorization

The Town Manager is authorized to review, approve, and revoke baiting permits on town-owned land on behalf of the Town.

### 5. Enforcement & Revocation

Any violation of this policy or NH Fish and Game regulations may result in immediate revocation of permission and forfeiture of the deposit.

**Effective Date:** April 21, 2025

**Adopted By:**

Town of Salem, Town Council

Date: April 21, 2025



## PERMIT TO BAIT WILDLIFE

PLEASE PRINT LEGIBLY

*Is this bait site located on state-owned or state-managed land? (Fis 307.01)*

Check one: ☐ YES, it IS on state-owned or state-managed land      ☐ NO, it IS NOT on state-owned or state-managed land

If YES, was site awarded in CLHF Lottery? ☐ YES ☐ NO      If YES, what is the CLHF Unit # \_\_\_\_\_

If permittee is a licensed NH Hunting Guide, indicate whether this bait site is for private or commercial use:

Check one:      ☐ Private Use      ☐ Commercial Use

I hereby grant to \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Telephone: \_\_\_\_\_

(ADDRESS: STREET) \_\_\_\_\_ (TOWN) \_\_\_\_\_ (STATE) \_\_\_\_\_ (ZIP) \_\_\_\_\_

Permission to bait for \_\_\_\_\_ on land owned or occupied  
(SPECIES ALLOWED MUST BE SPECIFICALLY INDICATED)

by me, hereinafter described, during the period designated by the laws of the State of New Hampshire. Said land located as follows:

Wildlife Management Unit: \_\_\_\_\_ Town(s): \_\_\_\_\_

Road(s) \_\_\_\_\_

Exact Location \_\_\_\_\_  
(MUST INCLUDE SPECIFIC DIRECTIONS TO ALLOW A PERSON TO LOCATE EACH BAIT SITE)

Landowner's Stipulations \_\_\_\_\_

Landowner's Name \_\_\_\_\_ Telephone Number: \_\_\_\_\_

(ADDRESS: STREET) \_\_\_\_\_ (TOWN) \_\_\_\_\_ (STATE) \_\_\_\_\_ (ZIP) \_\_\_\_\_

This permit expires December 31st following the date of issuance except as provided by Fis 307.01(e)(1) and Fis 307.05(e)(1).

(DATE OF ISSUANCE)

(SIGNATURE OF LANDOWNER)

This permit is not valid unless ALL information items have been provided and the proper distribution, including USGS topographical map or copy thereof, has been completed.

### NOTE: SEE BELOW FOR IMPORTANT INFORMATION AND INSTRUCTIONS!

**Baiting:** The act of placing meat, carrion, honey, or any other food or ingestible substance capable of luring or attracting coyote, fur-bearing animals, or game animals with the exception of gray squirrel (207:1 II-a)

No person may bait wildlife on the property of another unless he has secured from the owner or occupant of the property upon which the bait is to be deposited a permit (Permit To Bait Wildlife) in writing, signed by the owner or occupant, and until he has filed a copy of the permit with the NH Fish and Game Department as specified below, together with a USGS topographical map or copy thereof showing the specific location of the bait site (207:3-d).

**On state-owned or state-managed lands** (National Forest) permit applications will be accepted at any time, except applications for baiting bear and deer shall not be considered unless received by the Dept. or postmarked between the **first Monday in June and the first Monday in August**. Note: Special rules apply for the Connecticut Lakes Headwaters Forest baiting permit lottery (see Fis 307.05(k)).

• **If baiting on state-owned or state-managed land:** One copy with a topographical map attached shall be submitted by hand or mailed to the Law Enforcement Division, NH Fish and Game Department, 11 Hazen Drive, Concord, NH 03301. Once it has been approved, our office will send you the signed permit.

**On lands other than state-owned or state-managed**, permit applications shall not be considered unless received by the Dept. or are postmarked on or before the **first Monday in August if baiting for bear**, or received by the Fish and Game Department or postmarked on or before the **first Monday in October for all other species**, except applicants may apply beginning December 1 for permits to bait coyote for the following year.

Prior to the placement of any bait, copies of this permit and associated topographical maps shall be distributed as follows:

- Original to be retained by permittee.
- One copy to be left with the landowner.

• **If not baiting on state-owned or state-managed land:** Two copies with a topographical map attached shall be submitted by hand to or mailed to the Wildlife Division, NH Fish and Game Department, 11 Hazen Drive, Concord, NH 03301. Other than for deer or bear, the permittee shall not place any bait until 3 days after the date of postmark during the open season.

### General Rules

A permit to bait wildlife shall be valid for a single permittee only and shall have only that permittee's name entered on the permit. No person other than the permittee is authorized to place bait. At each bait site, an identification sign at least 3 x 6 inches in size shall bear the name and address of the person placing said bait, and shall bear the names of not more than 2 other persons permitted to hunt over the bait (excluding guides).

No identification sign at a bait site shall be altered by substitution or by changing of the names listed thereon during the open season for taking bear.

A person with a current hunting license may be allowed a maximum of 2 active bait sites, depending on the species and WMU. A bait site shall be considered active if the baiting season for the species allowed on the permit to bait wildlife is open or if no specific expiration date is noted on the permit form.

No person shall engage in the act of baiting for fur-bearing animals, including coyote or game animals, with the exception of gray squirrel from April 15 to August 31.

No person shall place bait less than 300 feet from a dwelling or public roadway, path, or trail.

From the close of the season to take bear with the aid and use of bait thru December 15, baiting for coyote shall be restricted to the use of meat, animal parts, carrion, or fish.

No person shall use the aid of bait to take wild turkeys.

This permit does not convey any rights other than permission to bait the wildlife species indicated according to the laws of the State of New Hampshire, subject to whatever stipulations the landowner may prescribe.

This summary of the baiting regulations is intended only as a guide. The complete Fish and Game Laws may be viewed at [www.wildlife.state.nh.us](http://www.wildlife.state.nh.us)