

LCHIP GRANT SELECTION MEETING

New Hampshire Fish and Game Conference Room

November 17, 2014

Doug Cole, Board Chair

Meeting Minutes

Attending

Voting Members (8): Doug Cole, Cynthia Copeland, Senator Jeanie Forrester, Representative Dave Hess, Harold Janeway, Julia Steed Mawson, Rusty McClear, Amanda Merrill, Bill Norton

Non-Voting Members: Tracey Boisvert, Susan Francher, Jennifer Gornnert, John Kanter, Beth Muzzey, Pierce Rigrod, Ben Wilson (Director, Bureau of Historic Sites, DRED, invited to represent Historic Resources Review Panel)

Staff Members: Paula Bellemore, Amy Dixon, Melissa Jones, Dijit Taylor

Following a round of introductions, the Board spent a moment in silence in honor of long time LCHIP champion and Board member Charlie Royce who passed away unexpectedly on November 3, 2014.

Approval of Minutes from June and September Meetings

MOTION: To approve minutes from June meeting as presented Bill Norton
SECOND: Harold Janeway
VOTE: Approved unanimously
(Mandy Merrill abstained having not attended the meeting)

MOTION: Bill Norton
To approve minutes from September with correction of typo on page 3 changing "it" to "she":
SECOND: Mandy Merrill
VOTE: Approved unanimously
(Dave Hess abstained having not attended the meeting)

Grant Round Conflict of Interest Forms

Each Board member completed a conflict of interest form regarding projects and applicants in the current applicant pool. Membership in an applicant organization, living in or representing the legislature in the town where a project is located is not considered to be a conflict. Conflicts reported:

- Doug Cole is long-time friends with the family which owns King's Grant Farm and will recuse himself from any individual votes on that project
- Mandy Merrill knows owner of Emery farm in Durham where she lives
- Canterbury and Hooksett projects will be held/monitored by the state agency employing John Kanter and Tracey Boisvert
- Ben Wilson serves on the Board and planning grants committee of NH Preservation Alliance

Farewell to Amy

This is the final Board meeting for Historic Resource Specialist Amy Dixon. Amy has taken a new (part-time) position at the Division of Historic Resources and has been continuing to work at LCHIP in the other part of her time to help keep the grant round on track. Doug presented Amy with a photo of one of her favorite LCHIP projects, the Trustees Office at Canterbury Shaker Village, to thank her for her eight years of fine work as the Historic Resource Specialist at LCHIP.

Project Updates

Amy presented a request for extension from Enfield Shaker Village from June 2014 to June 2015 and the staff recommendation to approve this extension. (further details in meeting packet)

MOTION:	To extend deadline to September 2015	Mandy Merrill
SECOND:		Julia Steed Mawson
VOTE:		Approved unanimously

Paula described the situation at Cassilly-Cocheco Park in Dover, regarding needed bridgework which has a slight impact on 0.08 acres of an LCHIP-protected property. The deed says changes in use or topography which are inconsistent with the purposes of the grant cannot be allowed. In this case, the landowner (the city) is being proactive by informing LCHIP about the work they are planning that impacts the LCHIP land. The Office of the Attorney General has agreed that the action can be determined to be allowable if it is “not inconsistent” with the LCHIP purposes, deed, project agreement and CGP. The city/landowner has drafted a letter demonstrating that these conditions are met in this situation. Dave expressed concern that allowing any changes of use on LCHIP protected land is a “slippery slope.” LCHIP Board members with special knowledge in relevant areas (Tracey Boisvert and John Kanter) have been consulted and have no objections. Paula recommended a letter of “no action” to the city, meaning that LCHIP has reviewed the project and does not intend to challenge the city’s action.

MOTION:	Staff to send a no-action letter with wording specifying that the proposed activity appears to enhance the use of the land	Dave Hess
SECOND:		Bill Norton
VOTE:		Approved unanimously

Finance Report

October income is under budget. Several months worth of Moose Plate money was late in being transferred but \$61,000 reached the bank account shortly after the October bank statement was received. Cash available as of the end of October = \$740,000.

MOTION:	To accept October finance report	Julia Steed Mawson
SECOND:		Harold Janeway
VOTE:		Approved unanimously

Audit

The auditor presented an overview of the audit in September. The entire report was sent to all Board members. Rusty, Bill and Harold have reviewed it in detail. Harold noted that the report observes that LCHIP has amounts exceeding the FDIC-insured limit in one bank.

MOTION: Rusty McLear
To accept audit and authorize Dijit to redistribute LCHIP money so all is in FDIC insured accounts
SECOND: Bill Norton
VOTE: Approved unanimously

Funding the Current Grant Round

The Registry Fee income for FY 14 came in at \$645,000 under budget, leaving a \$226,155 deficit between the amount awarded in 2013 and the amount of income. It seems likely that FY 15 income won't come in as anticipated either. So far, monthly income is coming in at about 80% of last year's income. After considerable discussion, the Board decided to distribute no more than \$2.8 million in grants for FY 15. If needed, the reserve funds in the administrative account might be used to cover any deficit from either FY 14 or FY 15 grant making, or administrative costs above those covered by Moose Plate and other income.

Grant Selection

Dijit reviewed the grant selection process including the important role of the Review Panel, site visits, Stewardship Endowment calculations, required and optional selection criteria and provided a quick summary of the 53 applications. Staff then presented each project to the Board via slide show and reference to the summary book sent out prior to the meeting.

After a break for lunch, during which the three completed videos about Grant Round 12 projects were shown, the Board reconvened and after lengthy discussion,

MOTION: Harold Janeway
To provide grant funding up to the amounts shown below
SECOND: Bill Norton
VOTE: Unanimous in favor

Project Town	Project Name	Grant Request	Amount Awarded
Acworth	Methodist Church / Grange Hall	\$28,000	\$28,000
Berlin	Brown Company House	\$19,443	\$19,443
Bradford	Bradford Town Hall	\$154,062	\$105,000
Bristol	Bristol Town Hall	\$30,000	\$30,000
Canterbury	Spender Farm & Spender Meadow	\$52,750	\$52,750
Concord	Chamberlin House Rehabilitation	\$65,691	\$55,000
Conway	Lucy Project	\$75,000	\$75,000
Cornish	Cornish Meetinghouse	\$54,100	\$54,100
Cornish	King's Grant Farm	\$50,000	\$50,000
Dover	William Hale House	\$15,000	\$15,000

Durham	Durham - Hills / Emery Farm	\$400,000	\$300,000
Epping	Growing Pawtuckaway to Great Bay Greenway Phase II	\$500,000	\$400,000
Epping	Watson Academy	\$40,000	\$40,000
Francestown	Francestown Town Hall	\$200,000	\$200,000
Gilford	Rowe House	\$26,199	\$26,199
Hancock	Hancock Meetinghouse Windows	\$69,267	\$69,267
Hancock	Hancock Historical Society Building	\$60,972	\$50,000
Haverhill	Pearson Hall	\$8,700	\$8,700
Hooksett	Hinman Pond II	\$75,000	\$75,000
Keene	Cheshire County Courthouse	\$43,414	\$43,414
Keene	West Hill - California Brook Natural Area	\$100,000	\$100,000
Kingston	Josiah Bartlett House	\$22,000	\$22,000
Langdon	Langdon Meetinghouse - 1st Floor	\$53,324	\$53,324
Marlow	Jones Hall Study	\$7,430	\$7,430
Middleton	Speltz Addition to the Moose Mountain Reserve	\$180,655	\$112,500
Milton	Milton Free Public Library	\$14,789	\$14,789
Northwood	Northwood Congregational Church	\$200,000	\$200,000
Peterborough	Peterborough Town House	\$10,000	\$10,000
Portsmouth	Gov. John Langdon House	\$39,000	\$39,000
Portsmouth	Players Ring Theater	\$50,000	\$25,000
Sanbornton	Sanbornton Congregational Church	\$13,233	\$13,233
Statewide	Statewide - NH Planning Grants	\$37,500	\$37,500
Sunapee	Wendell Marsh South	\$70,000	\$70,000
Tamworth	Chocorua Basin Viewshed	\$88,050	\$88,050
Warner	Pillsbury Library	\$50,000	\$50,000
Westmoreland	Park Hill Meetinghouse Steeple	\$27,936	\$27,936
Amherst	Pestle Mill / Hammond Farm	\$100,000	\$0
Berlin	St. Kieran Community Center for the Arts	\$21,258	\$0
Brookline	Hobart / Fessenden Woods	\$325,000	\$0
Derry	First Parish Church Meetinghouse: foundation	\$100,000	\$0
Derry	Upper Village Hall	\$16,000	\$0
Dover	Woodman Museum	\$24,980	\$0
Dunbarton	Dunbarton Town Hall	\$160,615	\$0
Easton	Cooley-Jericho Community Forest Studies	\$8,250	\$0
Franklin	Unitarian Universalist Church	\$25,000	\$0
Goffstown	White Building Bell Tower	\$37,500	\$0
Hampton	Deacon Tuck Gristmill	\$20,000	\$0
Hebron	Hebron Academy Building	\$250,000	\$0
Laconia	Belknap Mill Windows	\$15,000	\$0
Madison	Hocking Family Project	\$260,800	\$0
Sanbornville	Wakefield Opera House	\$25,600	\$0
Washington	Washington Meetinghouse	\$175,000	\$0
Weare	Clinton Grove Academy	\$21,000	\$0

The meeting was adjourned at 3:30 p.m.

Respectfully Submitted,

Melissa Jones, Office Manager

Doug Cole, Board Chair