

# LCHIP

Land & Community Heritage  
Investment Program



## Board of Directors Quarterly Meeting

Flag Hill Distillery and Winery, Lee

Amanda Merrill, Board Chair

**Monday, June 24, 2019**

**Approved at September 24, 2019 BOD Meeting**

### Attendance

Voting members: Colin Cabot, Chick Colony, Martha Fuller Clark, Harold Janeway, Dick Lewis, Mandy Merrill, Ben Wilcox

Nonvoting members: Shawn Jasper, Jim Oehler, Pierce Rigrod, Brad Simpkins, Stephen Walker

LCHIP Staff: Barb Beers, Paula Bellemore, George Born, Dijit Taylor, Andrew Chaplin (Summer Natural Resources Steward), Kristen Powell (Historic Resources Intern)

### Introductions

Flag Hill Winery owner, winemaker and distiller, Brian Ferguson, welcomed us and described the business which is a “farm distillery.” They grow their own grain and most of their own grapes plus raising animals and produce that are served at weddings and other events at the farm. Paula and Dijit explained that a \$220,000 LCHIP grant in 2002 supported the creation of separate conservation and preservation easements. LCHIP summer staff were introduced. Mandy recognized Beth Muzzey, in absentia, as a conscientious board member and great colleague. LCHIP will present a gift to her as she completes her term of employment at the Division of Historical Resources. Ben Wilson is on deck to be next Director at DHR.

### Minutes of January 24, 2019 BOD Meeting

No changes were proposed.

MOTION	To accept the minutes from the January 25, 2019 Board of Directors Meeting.	Martha Fuller Clark
SECOND		Harold Janeway
VOTE		Approved unanimously

### Notes of March 25, 2019 Meeting

Since the meeting lacked a quorum, the notes are unofficial and do not require approval.

### Meeting Schedule for FY 2020

The following meeting schedule was proposed:

Tuesday, September 24, 2019	DS Cole Growers, Loudon
Thursday, November 14, 2019	NH Fish and Game, Concord
Monday, January 27, 2020	Forest Society, Concord (snow date 1/30/20)
Monday, March 23, 2020	Tilton Mansion, Tilton (pending confirmation)
Monday, June 22, 2020	Webster-Tay House, Franklin (pending confirmation)

## Board Contact info

Updated information was provided in Board packet. Send any changes to Barb or Dijit.

## Overview of results of Board poll

Mandy thanked everyone for participating in the poll about Board meetings, provided a written summary of the poll results and highlighted some of those. Most Board members support the general schedule of 5 meetings a year at in recipient sites to learn about the projects. Tours of sites generally work best before the meeting. All support voting on Project Change Requests in a single consent calendar format unless anyone requests otherwise. Most support receiving but not discussing the Projects Closed list unless someone has a question. As a result of the poll, the regular start time for future meetings will be 2:00 p.m. with the goal of concluding at 4:00 p.m. but with an additional 30 minutes available if needed.

## Financial Topics

April 2019 Finance Report Ben Wilcox summarized the April Finance Report which was provided in the BOD packet. Income and expenses are on track compared with the budget and with last year.

MOTION	To accept the April 2019 Finance Report.	Harold Janeway
SECOND		Martha Fuller Clark
VOTE		Accepted unanimously

Finance Committee composition Current Finance Committee members are Ben Wilcox (Chair by reason of being the Vice Chair of the Board), Colin Cabot, Doug Cole, Chick Colony, Dick Lewis, Harold Janeway, Neal Kurk (Board member April – November 2018), Amanda Merrill (ex officio), and Bill Norton (Board member 2006-2015). Board members should let Ben know if interested in serving on this committee. Ben reported that the Committee had a productive conference call and good discussion about the proposed budget.

## Most recent updates

Trust Fund Income YTD = \$3,409,728 (Same month previous year \$3,621,795)  
CCE Market Value = \$4,703,496 (Same month previous year \$4,473,752)

Proposed Administrative budget for FY 2020 The proposed administrative budget was provided in the BOD packet. Ben explained that the Finance Committee reviewed each line of the proposed budget. Total expected income and expense are \$448,631. Administrative costs for FY 2020 have increased primarily due to salary increases, the cost of the new office location, necessary upgrades to technology, and professional development. Ben noted that for the first time the budget proposes to utilize interest on the CCE (Community Conservation Endowment) in the amount of \$11,900, to pay for interns, whose principal tasks relate to stewardship. This allocation will also require the approval of the Council on Resources and Development (CORD). LCHIP has been advised to expect \$40,000 in anticipated in Trust Fund interest. To provide enough income to meet expenses and partially refill the Reserve Fund, the budget proposes transferring \$193,412 (5% of the 2018 grant awards) from the Trust Fund to the administrative account, as allowed by RSA 227-M:7-a i. Of that amount, \$31,595 is to be transferred to the Reserve Fund to restore it to the target of one year's administrative costs.

MOTION	To approve the proposed budget for FY 2020.	Dick Lewis
SECOND		Chick Colony
VOTE		Accepted unanimously

Proposal to retain Hession & Pare for FY 2019 audit.

LCHIP has used the same firm for its required audits each year since 2012. Possible concerns about the auditor getting too familiar with the organization are alleviated by the frequent change of site worker Hession and Pare has provided. Hession and Pare consistently comes in below their price estimates and provides accurate audits with suggestions that fit LCHIP's scale.

MOTION	To retain Hession and Pare Certified Public Accountants as LCHIP auditors for FY 19.	Martha Fuller Clark
SECOND		Harold Janeway
VOTE		Approved unanimously

### Project Change Requests - Extensions

Correction to the BOD packet: Extension proposal deadlines for both of the projects below should have been until "June 30, 2020" not June 30, 2019. Dijit observed that the new extension policy (from January 2018) is working to reduce the time Board members spend on project extension requests.

#### Moultonborough Falls

The Town of Moultonborough is working with the Lakes Regional Conservation Trust (LRCT) to acquire and place a conservation easement on 37± acres of land on the Red Hill River and Lee's Pond. Paula emphasized that town-land trust partnerships strengthen projects and support LCHIP's investment but may take longer to accomplish. This project has been delayed by the discovery of a pre-existing easement on the property and a minor encroachment (wood pallets) discovered during baseline documentation preparation. The easement issue is being resolved through an amendment. The abutting landowner who caused the encroachment is working cooperatively with LRCT to remove the encroachment. The project is expected to close this summer. The proposed 12-month extension provides a buffer in case of other unexpected issues. There were no questions about this project.

MOTION	To extend the project completion deadline for the Moultonborough Falls project to June 30, 2020.	Ben Wilcox
SECOND		Dick Lewis
VOTE		Approved unanimously

#### Nashua, Sullivan Farm

The City of Nashua is working diligently with the Forest Society to conserve the last remaining working farm in Nashua, the 45-acre Sullivan Farm. Completion has been delayed by staff turn over at both the Forest Society and the City, a comprehensive redraft of the easement language, and a three-month delay in the appraisal. The project is close to completion, but given the possibility of additional complications or delays LCHIP staff recommends a 12-month extension. There were no questions about this project.

MOTION	To extend the project completion deadline for the Sullivan Farm project in Nashua to June 30, 2020.	Martha Fuller Clark
SECOND		Dick Lewis
VOTE		Approved unanimously

### Project Change Requests - Waiver Requests

Per the *LCHIP Criteria, Guidelines and Procedures*, the two waiver requests included with the BOD packet must be addressed at meeting attended by at least nine voting members.

## **Project Updates:**

Canaan, Bear Pond transfer to UVLT

LCHIP provided a grant for Bear Pond in 2002. The organization holding the easement is dissolving and transferring the easement to Upper Valley Land Trust. The DOJ supported this move and the transfer is expected to take place shortly.

Grafton, Hinkson's Carding Mill

The new officers of the Grafton Historical Society are struggling with how to proceed with the project where the roof is leaking but the grant was for window restoration. After the March meeting, they were invited to submit a revised scope of work and supporting estimates. No such revision has been submitted to date.

Mason, Fifield Tree Farm Conservation Easement

The town, as holder of combined conservation and preservation easement holder, has failed to enforce various terms of the easement including not requiring the removal of one building upon the construction of another. Meanwhile, the owner is requesting an amendment to the easement. LCHIP, with DOJ support, has sent a letter to the town requesting action on several area of concern and to the owner explaining that the proposed amendment can't be considered until the areas of concern are dealt with. The Selectmen and town attorney are now involved. LCHIP has granted the town's request for a 90-day extension to respond to LCHIP's concerns.

Projects Completed March – May 2019

Details of these projects that closed were provided in the board packet:

Canterbury Cart Shed Planning Study; Dover, Hale House; Haverhill Rocky Hill Farm Meadow Easement; Jaffrey, Royce Conservation Easement; Keene, Cheshire County Courthouse; Lebanon, Rogers House 1 and 2; Portsmouth Penhallow House Planning Study; Rindge, Women's Memorial Bell Tower.

Grant Round Update

Dijit noted that applications are due on Friday of this week. Eighty-five Intent to Apply forms were submitted (61 historic resource and 24 natural resources). Some have dropped out. As of the time of this meeting eight proposal packages have been received.

Review Panels

This year's goal is as usual, to have 2 voting members on each review panel. During the meeting the following members volunteered:

Historic Resources RP: Colin, Chick

Natural Resources RP: Ben, Brad and/or Susan, Pierce, Steve, Jim

Keep apprised: Harold, Dick, Shawn, Martha

Other volunteers should let Dijit or the respective specialist know of their interest.

DOT – Rt 16 Rerouting Investigation Update

The (unofficial) March Board meeting included a presentation from DOT about potential solutions to the problem of Rt 16's deterioration near the Dummer/Cambridge Town line as it passes through a large LCHIP-assisted property. Board members were asked if the proposed solution with the largest realignment would be within the scope of the Board's authority. After much discussion the Board concluded that it was not, which will likely send the approval process to the general court. Paula attended a meeting last week where an alternative beyond the ones presented at the March LCHIP Board meeting was discussed. The next expected step in this process is for DOT to hold a public information meeting later this summer or in the fall.

Department of Agriculture, Markets and Food (DAMF) Update

Shawn expressed gratitude to the House and Senate for funds included in the DAMF budget that could be used as match (for up to \$4,000,000 from) USDA Farm Bill funds for agricultural land preservation. This money may be used as match for LCHIP funds. If it is, DAMF is expected to hold some interest in related conservation easements.

**Legislation of Interest to LCHIP**

<b>Bill</b>	<b>Title</b>	<b>Sponsors</b>	<b>Content</b>	<b>Action</b>
SB 74	relative to register of deeds fees used to support the land and community heritage investment program (LCHIP).	<b>Sen. Fuller Clark</b> Sen. Kahn, Sen. Cavanaugh, Rep. Tucker	Increases LCHIP fee from \$25 to \$35. Amended to also study the economic impact of land conservation. on housing	Passed both chambers, with amendment(s) Awaits action by Governor
SB 200	relative to wildlife corridors.	<b>Sen. Watters</b> Sen. Bradley, Sen. Ward, Sen. Fuller Clark, Rep. Gourgue	Adds “wildlife corridors and habitat strongholds as defined in RSA 207:1” to list of LCHIP-eligible resources and LCHIP road expansion considerations	Passed both chambers, with amendment(s) Awaits action by Governor
SB 285	establishing a coastal resilience and economic development program.	<b>Sen. Watters,</b> Sen. Sherman, Sen. Fuller Clark, Sen. Morgan, Sen. Kahn, Rep. Cushing, Rep. Somssich,	Allows funding from LCHIP to be used to acquire land and move buildings and burying grounds impacted by climate change to “high havens”	Passed both chambers, with amendment(s) Awaits action by Governor

Martha was asked about the study that was added to SB74. She responded that she supported the study because it might provide information that would help educate those who believe that conservation negatively impacts housing. The bill has yet been sent to the governor.

**Other Business and Public Comments - none**

Motion to adjourn: Ben Wilcox; Second: Dick Lewis      Adjourn: 3:45 p.m.

Brian Ferguson provided a tour of the vineyard for Board members who were able to stay after the meeting concluded.

Next Meeting: Tuesday, September 24, 2019, DS Cole Growers, Loudon, 2:00 – 4:30 p.m.

Respectfully Submitted,

Barbara A. Beers  
LCHIP Office Manager

Amanda Merrill  
LCHIP Board Chair