



Board of Directors Grant Selection Meeting

Via Zoom

Amanda Merrill, Board Chair

Tuesday, October 20, 2020

Minutes approved at January 25, 2021 Board Meeting

Introduction and Explanation

Mandy Merrill called the meeting to order at 8:45 a.m. and read an explanation (See addendum) of how the meeting accommodated right-to-know requirements under Governor Sununu's State of Emergency proclamation including that the meeting was being recorded and that all votes would be taken by roll call.

Attendance

Dijit reviewed basic protocols for carrying out the virtual meeting and took attendance by roll call with attendees stating what interest they represent on the board and if anyone else was in the room with them. All attendees were alone. Mandy welcomed Patrick Hackley, new to the Board with his new position as Director of the Division of Forest and Lands at Department of Natural and Cultural Resources.

Voting members: Colin Cabot, Doug Cole, Chick Colony, Rich Cook, Martha Fuller Clark, Bob Giuda, Dick Lewis, Mandy Merrill, Susan Slack, Judith Spang, Ben Wilcox

Nonvoting members: Jared Chicoine (joined at 10:15am), Susan Francher, Patrick Hackley, Shawn Jasper, Jim Oehler (joined at 11:00am), Pierce Rigrod, Stephen Walker, Ben Wilson

Review Panelist member: Liz Hengen

LCHIP Staff: Barb Beers, Paula Bellemore, George Born, Kristen Powell, Dijit Taylor

Martha Fuller Clark Recognized

Mandy recognized Martha Fuller Clark who has chosen not to run again for State Senate. Mandy credited her for helping to create and nurture LCHIP as well as long time service on the Board. Dijit will be sending her a gift of the book *Colorful Journey* that has a watercolor painting of every town in New Hampshire, including many LCHIP-supported projects.

Meeting Guidelines

Mandy reviewed operating procedures for this virtual Public Hearing and LCHIP Board meeting including the need to state name before speaking, and phone versus video participation.

Minutes of August 17, 2020 BOD Meeting

There were no substantive changes to the minutes. Doug noted a minor typo that he agreed to share with Barb after the meeting.

MOTION	To approve the minutes from the August 17, 2020 Board of Directors Meeting.	Martha Fuller Clark
SECOND		Doug Cole
VOTE		Approved unanimously

Finances

Dijit presented the update on Trust Fund and CCE. Trust Fund income, \$1,004,520 for July - August 2020, is up substantially from \$675,816 at the same time in 2019, likely because of booming real estate market. The CCE is in good shape, with an August 2020 balance of \$5,891,001, up from \$5,095,304 in August 2019.

Grant Selection Information

Conflict/Information list

The table below summarizes both areas of conflict of interest and relevant non-conflict information as reported by Board members and staff attending the meeting, based on the LCHIP Conflict of Interest Policy. Board discussion uncovered some possible areas of confusion around the term “major donor” in the Policy. Future review/revision of the Policy may be needed to clarify.

LCHIP 2020 Grant Round Proposal Areas of Conflict and Information		
	Conflict(s) of Interest	Information item(s)
Voting Board Members		
Colin Cabot	NHPA, Canterbury Shaker Village, Lancaster (donor and investor)	
Doug Cole		
Chick Colony	Community Church of Harrisville & Chesham (active proponent)	
Rich Cook	Warner (On SRCT Lands Committee)	Lives in Warner
Rep David Danielson	None reported	
Sen Martha Fuller Clark	Board member and donor, SBM; donor South Church	Lives in Portsmouth
Sen Bob Giuda		Lives in Warren (Willing Workers Hall). Serves as state Senator for towns with applications: Campton, Grafton, Haverhill, Meredith, Orange, Tilton, Warren, Wentworth, Wilmot
Dick Lewis		Works for City of Franklin, reviewed permits to the church in the past; none are pending at this time.
Amanda Merrill		Member of Forest Society (Bethlehem, Brookfield, Northfield, Hampton Falls, Middleton), SELT (Barrington, Epping, New Durham), NHPA (block grants), TNC (Northumberland)
Susan Slack	Effingham (Elected Town Moderator and modest donor to Effingham project)	Works for Lakes Region Planning Commission but has no direct connection to the projects there: Belmont, Franklin, Gilmanton, Meredith
Rep Judith Spang	None reported	
Ben Wilcox		Lives in Conway
Non-voting Board Members		
Jared Chicoine		Member of Haverhill Library Association (Haverhill Library)
Susan Francher		Works for DNCR, slated to hold Forest Legacy CE on Dundee Community Forest
Patrick Hackley	Northumberland (recently employed by applicant TNC)	
Shawn Jasper	None reported	

Jim Oehler		Works for NHF&G which may contribute to or hold interest in Northumberland project
Pierce Rigrod		Works for DES which may hold interest in Shelburne project
Stephen Walker		Works for OSI, may become responsible for monitoring Moose Mtns & Dundee
Ben Wilson	Tilton School	Member of NHPA (block grants), 5RCT (Warner)
Staff		
Barb Beers		Member & volunteer for 5RCT (Warner)
Paula Bellemore		SELT (Barrington, Epping, New Durham)
George Born		Member of NHPA (block grants)
Kristen Powell	None reported	
Dijit Taylor		Member of NHPA (block grants), SPNHF (Bethlehem, Brookfield, Northfield, Hampton Falls, Middleton), 5RCT (Warner)

Finance Committee recommendation re amount to distribute

Ben Wilcox reported on the Finance Committee’s review of information about funds available for grants this year, also included in the BOD packet. With an estimated \$4,093,943 available, the Finance Committee recommended rounding this to \$4.1 million. There were no questions.

MOTION	To accept the Finance Committee’s recommendation to expend up to \$4,100,000 for grant awards in this grant round, setting aside an estimated \$335,000 for the CCE and an estimated \$195,000 for FY 21 administrative costs.	Doug Cole
SECOND		Bob Giuda
VOTE		Approved unanimously

Process overview

After thanking the Review Panel members for their hard work and a total of 49 site visits, Dijit summarized the number of applications and amount requested: 16 natural resource and 46 historic resources applications requesting a total of almost \$8 million.

Dijit reminded the Board that the LCHIP law and rules set the selection criteria used by both the Review Panels and the Board: resource characteristics, project organization, future considerations, financial concerns and statewide priorities. The Board also can consider geographic distribution and distribution between natural, cultural and historic resources. Dijit observed that the number of historic resource applications selected must be manageable at current staffing levels. In addition, she suggested that given the unusual circumstances of this particular year, the Board might also want to give special consideration to projects that are “shovel ready” so money can get into communities quickly, that benefit an underserved population, that provide outdoor recreation opportunities, that have a climate change component, or that provide opportunity to work with a new partner.

Project Discussion

Prior to this meeting each Board member received a Summary Book with all of the proposed

projects and an accompanying flash drive containing applications and key project proposal information. Review Panels had ranked the projects by stars (1 star to 5 stars, with 5 being the best) and in some cases recommended changes to a project or proposed a different grant amount. The Board discussed the projects in star-ranked groups, with the opportunity to discuss any project in more detail if any Board member wished to. Any Board member with a conflict was sent to a virtual “break out room” during discussion of the project with the conflict. Members had the opportunity to award the amount requested, the Review Panel recommendation or another amount, including decline to fund. The total amount allocated was calculated continuously through the process. Following discussions, adjustment and reallocations the following motion was made:

MOTION	To fund the following projects at the amount indicated for the scope of work listed.	Bob Giuda
SECOND		Colin Cabot
VOTE		Approved unanimously
Town, Project Name	Amount and Project	
Barrington, Leighton Forest	\$320,000 to the Southeast Land Trust for the acquisition of 407 acres in Barrington and Stafford with conservation easement held by each town.	
Belmont, Gale School Study	\$21,000 to Lakes Region Community Developers towards a predevelopment planning study for the newly relocated Gale School.	
Berlin, Maynesboro Barn	\$50,000 to Berlin & Coos County Historical Society for interior and exterior rehabilitation of the Maynesboro Barn including drainage installation and painting.	
Brookfield, Moose Mountain Reservation. 2 - Nason	\$30,000 to the Forest Society to acquire 100 acres to expand the Moose Mountain Reserve.	
Canterbury, CSV-Village Study	\$23,000 to Canterbury Shaker Village for a condition’s assessment of the Village’s 32 buildings to help set restoration and reuse priorities.	
Effingham, Library/Town Hall/Masonic Hall	\$165,000 to the Town of Effingham to assist in rehabilitating the Library/ Town Hall/Masonic Hall building.	
Epping, John Prescott Chase Farmhouse	\$240,000 to Southeast Land Trust to assist in rehabilitation of the John Prescott Chase Farmhouse and modify the interior to create 2 housing units.	
Grafton, Kimball House and Mill	\$62,250 to Mascoma Valley Preservation to assist with exterior rehabilitation of the Kimball house (foundation repair, new roof, restore windows and new storms, clapboard/shingle repair and painting, and framing) and restoration of windows of the shingle mill.	
Hampton Falls, Clay Brook Forest	\$100,000 to the Forest Society to assist in acquiring a 32-acre conservation easement for Clay Brook Forest.	
Hanover, Mink Brook Community Forest	\$200,000 to the Trust for Public Land with the Town of Hanover to acquire 250 acres in Hanover to create a new community forest.	
Harrisville, Community Church	\$76,000 to the Community Church of Harrisville & Chesham for site drainage, ventilation, insulation, structural repairs, exterior repair & paint, and window restoration	
Haverhill, Haverhill Library	\$47,000 to the Haverhill Library Association to assist in rehabilitating the Haverhill Library.	

Jackson / Bartlett, Dundee Comm. Forest	\$500,000 to the Trust for Public Land to acquire 1196 acres in Jackson and Bartlett in cooperation with the Upper Saco Valley Land Trust. Final disposition will include the conveyance of a conservation easement to a state agency (DNCR).
Jaffrey, Jaffrey Meetinghouse	\$68,500 to the Town of Jaffrey to assist with tower exterior, clock faces, stairs & floors, gallery-level restoration and interior & exterior painting.
Middleton, Moose Mtn Reservation 3 - Harvey	\$38,500 to the Forest Society to support the acquisition of 71 acres in Middleton expanding the Moose Mountain Reserve.
Nashua, Sacred Heart School	\$314,000 to the Nashua Soup Kitchen & Shelter to replace the slate roof, roof/attic support and purlin replacement on the Sacred Heart School building (owned by Catholic church).
New Durham, Birch Ridge Comm Forest 2	\$200,000 to Southeast Land Trust to acquire 636 acres to expand the Birch Ridge Community Forest.
Northfield, Stillhouse Forest 2 - Moran	\$75,000 to the Forest Society to acquire 76 acres that will expand Stillhouse Forest.
Northumberland, St. Pierre 1, Gray Mist Farm	\$400,000 to The Nature Conservancy New Hampshire to acquire 752 acres of riverfront land. Final disposition may include conveyance of an interest to NHFG.
Pittsburg, Pittsburg Town Hall	\$12,500 to the Pittsburg Historical Society to assist restoring historic windows and installing storm windows on the Pittsburg Town Hall.
Portsmouth, North Church Study	\$11,750 to the North Church of Portsmouth towards a planning study with architectural plans to integrate offsite functions into this property.
Portsmouth, SBM Penhallow House	\$125,000 to Strawberry Banke Museum to assist in rehabilitating the Penhallow House into museum space and residential units.
Portsmouth, South Church	\$250,000 to the South Church Unitarian Universalist to assist with replacing slate roof and repointing stone masonry.
Shelburne, Riverlands	\$125,000 to the Mahoosuc Land Trust to acquire 853 acres including 22 islands and 12 mainland parcels. Final disposition may include conveyance of an interest to NHDES.
STATEWIDE, NHPA Block Grant	\$60,000 to the New Hampshire Preservation Alliance to continue supporting a block grant program for preservation planning grants.
Stratford, Stratford Grange	\$61,500 to the Town of Stratford to assist with the Grange's exterior repairs & refinishing, foundation and drainage, and possible relocation.
Tilton, Island Park Bridge Study	\$17,000 to the Town of Tilton for a planning study assessing the current condition of the Island Park Bridge and creating a historic preservation plan.
Tilton, Tilton Mansion	\$180,000 to the Tilton School to assist with the Mansion's roof replacement, including staging, flashing, and chimney repair.
Warner, Pletcher Farm	\$213,000 to Five Rivers Conservation Trust to support the acquisition of a conservation easement on 118 acres on Pletcher Farm.
Warren, Willing Workers Hall	\$32,775 to the Willing Workers Society to assist in exterior rehabilitation (foundation and structure including roof, windows and doors) and improvements to accessibility (ramp, kitchen steps) of the hall.
Webster, Webster Meetinghouse	\$38,100 to the Webster Historical Society to assist with rehabilitating the Old Webster Meetinghouse (exterior siding and wood trim, flashing).
Wentworth, Congregational Church	\$124,875 to the Wentworth Historical Society to assist with structural repairs to the Wentworth Congregational Church.

MOTION	To decline to fund the following projects with sincere regrets:	Colin Cabot
SECOND		Rich Cook
VOTE		Approved unanimously
Congregational Church (Amherst), Carriage Barn at the Rocks (Bethlehem), West Branch Brook Forest 1 & 2 (Campton), Former Connecticut River Bank (Charlestown), Fort No. 4 Planning Study (Charlestown), Chester Congregational Baptist Meetinghouse Valley View Conservation Area (Chichester), Eastern Slope Inn Playhouse (Conway), Pine Hill Community Forest F 2 (Conway), Adams Memorial Building (Derry), First Parish Church (Derry), First Parish Church (Dover), Whitney Hall (Enfield), Congregational Christian Church (Franklin), Odd Fellows Hall/Old Town Hall (Gilmanton), Hinsdale House, Parker J. Noyes Building (Lancaster), Moose Hill Orchard (Londonderry), Meredith Public Library, Mont Vernon Town Hall, First Church (Nashua), Orange Town House, Peterborough Town Library, Rye Town Hall, St. Andrew's-by-the-Sea Chapel (Rye), Mt. Caesar Union Library (Swanzey), North Wilmot Union Meeting House, Wilmot Town Hall, Windham Presbyterian Church		

Mandy thanked members of the board, staff and review panelists for all their patience and hard work during this grant round. Dijit also thanked and praised the Board's work during the grant-making decision process.

Other Business –

Mandy reminded everyone the January meeting includes election of officers. Based on previous request for volunteers for the Nominating Committee, that committee now consists of Mandy, Ben Wilcox, and Dave Danielson and Dijit. Ben Wilcox has graciously expressed a willingness to serve as Board chair. Mandy requested that nominations for vice chair or additional nominations for chair be shared with her or Dijit.

Public Comments – None

The meeting was adjourned at 5:04 p.m.

Next Meeting: Monday, Jan 25, 2021 via Zoom

Respectfully Submitted,

Barbara A. Beers
LCHIP Office Manager

Amanda Merrill
LCHIP Board Chair

Addendum

LCHIP Board Chair, Amanda Merrill read the following at the start of the meeting:

As Chair of the Land and Community Heritage Investment Program Board of Directors, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-929-205-6099, meeting ID 817 6884 1224 and password 487218.

Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Land and Community Heritage Investment Program at: LCHIP.org

b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call or text (603) 224-4113 or email: officemgr@lchip.org

c) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote and that the meeting is being recorded.**

We'll start the meeting by taking a roll call attendance. Dijit will read the Board list. When each member states their presence, please tell what interest you represent on the board and state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. Any members of the public who wish to comment on the meeting can do so at the "Public Comments" section at the end of the agenda.