

**Land and Community Heritage Investment Program**

**Board of Directors Meeting Minutes**

Meredith Public Library. 91 Main Street, Meredith

Tuesday, September 20, 2022 2:00 - 3:45 p.m

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**ATTENDANCE**

Voting Members: Colin Cabot, Chick Colony, Rich Cook, Bridget Freudenberger, Dick Lewis, Amanda Merrill, Rep. Andy Renzullo (2:58pm), Susan Slack, Ben Wilcox

Non-voting Members: Tracy Boisvert, Shawn Jasper, Jim Oehler, Pierce Rigrod

LCHIP Staff: Paula Bellmore, George Born, Ben Engel, Katie Midolo, Cassie Bernyk

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**OPENING** Chair Ben Wilcox called the meeting to order at 2:00 pm.

**MINUTES OF JUNE 2022 BOD MEETING**

MOTION	To <b>ACCEPT</b> the minutes from the June 2022 BOD Meeting	Chick Colony
SECOND		Rich Cook
VOTE		Accepted unanimously

**PROGRAM UPDATES**

Grants Coordinator Katie Midolo gave a brief presentation on the status of Grant Round 21 and current open grants.

**JULY – AUGUST, 2022 FINANCIAL REPORTS**– Paula Bellemore presented the July-August 2022 Financial Report which was distributed to members in advance.

MOTION	<b>ACCEPT</b> the July-August, 2022 Financial Report	Susan Slack
SECOND		Dick Lewis
VOTE		Accepted unanimously

**PROPOSAL TO ADOPT CRITERIA, GUIDELINES & PROCEDURES (CGP) VERSION XVIII**

An explanation of the proposed revision; a table of the proposed revisions, an in-line comparison of version XII and XIII, a copy of CGP version XII and a draft version of CGP version XIII were distributed in advance to all board members. Bellemore reviewed the proposed revisions and answered questions from board members.

Following discussion, Bellemore outlined the following additional revisions suggested for inclusion in version XIII:

1. Section 1 – Purpose and Vision

- Change heading to “Purpose”
- Add citation to RSA for paragraphs 1 & 2
- Delete all text beginning with “The Vision and goals for the Program...” through the end of the section, thereby removing the “Vision” statement, and leaving only the language taken from RSA 227-M.

2. Section 2 – Definitions

- Correct the definition of Public Water Supply Lands to read “Public Water Supply Lands” – “means land protecting water to be withdrawn by a public water system as defined by NH RSA 485:1-a XV.”

3. Section 3 – Board of Director’s Authority Subsection A Governance

- Insert an additional paragraph to include the following description of Board Membership as established in RSA 227-M:

“Membership. The LCHIP authority is governed by an 18-member Board of Directors comprising 12 voting members and 6 non-voting members as follows:

Voting Members

- Two members of the senate appointed by the senate president.
- Two members of the house of representatives appointed by the speaker of the house.
- Eight public members appointed by the governor and council to include:
  - Two members representing cultural and historic resource interests
  - One representing natural resources interests
  - One representing outdoor recreation interests
  - One representing business or real estate interests
  - One representing municipal interests
  - One representing local planning interests
  - One representing regional planning commissions

Non-Voting Members

- Director of the office of planning and development, or designee
- Director of the division of historical resources, dept. of natural and cultural resources, or designee
- Director of the division of forests and lands, dept. of natural and cultural resources, or designee
- Commissioner of the department of environmental services, or designee
- Commissioner of the department of agriculture, markets, and food, or designee
- Executive director of the department of fish and game, or designee”

4. Section 6. Grant/Grantee Obligations

- In first sentence, remove first word, “all” so that sentence reads “Projects receiving financial assistance will be subject to the following obligations, as applicable.”

- Subsection B. Public Access, Paragraph 2:

Add “Non-residential” before “buildings or structures will be made accessible to the public during regular operating hours.” So that public access will not be required for residential structures. Final language should read “Nonresidential buildings or structures will be made accessible to the public during regular operating hours.”

- Subsection C. Recapture, Paragraph 2 -Rehabilitation

Change language to read as follows: “Rehabilitation –If property is sold or otherwise conveyed to an ineligible applicant while under an agreement with LCHIP, the program trust fund's cash investment in the property will be returned to the program trust fund by the property seller.

If property is sold or otherwise conveyed to an eligible applicant while under an agreement with LCHIP, the property seller must assign and the buyer accept the agreement, or the program trust fund's cash investment in the property will be returned to the program trust fund by the property seller. “

5. Correct page numbering.

MOTION	<b>APPROVE and ADOPT</b> LCHIP Criteria, Guidelines & Procedures Version XIII as presented, subject to the additional revisions numbered 1 – 4 above.	Susan Slack
SECOND		Dick Lewis
VOTE		Accepted unanimously

Chair Wilcox reminded the Board that the next meeting would be on Friday, November 11<sup>th</sup> at the Massabesic Audubon Center in Auburn, at which the board would deliberate on the Grant Round 21 requests. There being no other business, the meeting was adjourned at 3:34pm

Respectfully Submitted,

Paula S. Bellemore  
Executive Director

Ben Wilcox  
LCHIP Board Chair

Adopted as presented, January 17, 2023