



Board of Directors Grant Selection Meeting

Ben Wilcox, Board Chair

Hybrid: At Department of Natural and Cultural Resources, 172 Pembroke Road, Concord and via Zoom

Wednesday, November 17, 2021

Minutes approved at April 04, 2022 Board Meeting

ATTENDANCE (*Italics indicates attended virtually*)

Dijit reviewed basic protocols for carrying out the hybrid meeting

Voting Members: *Colin Cabot*, Doug Cole, Chick Colony, Rich Cook, *Bob Giuda*, Dick Lewis, Mandy Merrill, Andy Renzullo, Tom Sherman, Susan Slack, Judith Spang, Ben Wilcox

Nonvoting Members: *Scott Crowder, Susan Francher, Shawn Jasper* (attending remotely under protest), *Jim Oehler, Pierce Rigrod, Ben Wilson*

LCHIP Staff: *Barb Beers, Paula Bellmore, George Born, Katie Midolo, Kristen Powell, Dijit Taylor*

Guest: *Amy Dixon*, Division of Historical Resources

Ben Wilcox asked voting members to remain following the public meeting for a non-public meeting to hear the report of the Executive Director Search Committee, during which Susan Slack will take minutes.

MINUTES OF SEPTEMBER 27, 2021 MEETING

MOTION	To accept the minutes from the September 27, 2021, Board of Directors Meeting with one correction: Change heading to state that this was a quarterly meeting, not the annual meeting.	Doug Cole
SECOND		Amanda Merrill
VOTE	Accepted Unanimously	

NOMINATING COMMITTEE REPORT

Ben reported that the Nominating Committee is not ready to propose a new business representative to replace Doug Cole. Doug's term has ended, but he is willing to serve at least through January. Ben recognized Doug's good work for LCHIP and Dijit presented a gift.

FINANCES

Trust Fund (income)	<i>Sept. 2021</i>	\$1,533,505	Sept. 2020	\$1,505,136
CCE (balance)	<i>Sept. 2021</i>	\$7,353,649	Sept. 2020	\$5,754,785

CHANGES TO BYLAWS

Susan moved to table discussion on possible changes to the bylaws pending a review of the proposed changes for consistency with RSA 227-M. The matter will be revisited at the January 2022 meeting.

WENTWORTH BROWN HOUSE, HAVERHILL

George Born presented a request from Historic Haverhill Inc. to extend the grant expiration date for the GR16 (2017) award to the Wentworth Brown House from December 31, 2021 to December 31, 2022. Because this extension exceeds the maximum extension allowed by policy, Board approval is required. George provided an overview of the project, a summary of which was included in the meeting materials.

In 2017, Historic Haverhill Inc. (HHI) was awarded \$150,000 to acquire and stabilize the Wentworth Brown House in Haverhill, and to place permanent preservation restrictions on the building in the form of deed restrictions held by LCHIP within one month of acquisition, and a preservation easement held by the NH Preservation Alliance or another entity acceptable to LCHIP within six months of acquisition. Of the \$150,000 awarded, \$70,000 was to be allocated to direct acquisition costs and \$80,000 to emergency stabilization and indirect acquisition costs, including an estimated \$34,000 stewardship contribution to be paid to the easement holder.

HHI acquired the building in 2019, and undertook some stabilization work, but the required deed restrictions and easement have not been conveyed.

Staff proposes the Board approve the extension of the grant expiration date, subject to a restructured project agreement allocating the entire grant to rehabilitation and eliminating the requirement for a perpetual preservation easement, making the building would then be subject to a ten-year stewardship agreement in accordance with LCHIP's standard practice.

A long discussion followed covering topics including the building owner's viability, possible future uses/owners for the building, the importance of the building in the village landscape and the ability of the owner to meet the terms of LCHIP's Stewardship Agreement versus a preservation easement.

MOTION	To extend the project completion date for the Wentworth Brown project to June 2022, with the understanding that George will convene a historic resource review panel to consider potential solutions and make a recommendation to the Board at the June, 2022 Board Meeting.	Susan Slack
SECOND		Tom Sherman
VOTE	Accepted Unanimously	

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, based on the LCHIP Conflict of Interest Policy.

Conflicts of Interest (by Person)	
Colin Cabot	Both NHPA proposals (Gasholder and Block Grants)
Susan Francher	Shelburne Bald Cap Peak
Mandy Merrill	Both SELT proposals (Greenland, Great Bay Farm and Newmarket, Gaziano Tract)
Dijit Taylor	Dimond Hill Farm
Ben Wilson	Both NHPA proposals (Gasholder and Block Grants)
Informational Disclosures (by Person)	
Barb Beers	Lives in Concord (Gasholder and Block grants)
Paula Bellemore	Member/supporter of FLT (Rand Brook), SELT (Greenland, Great Bay Farm and Newmarket, Gaziano Tract) and SPNHF (Rochester, Shelburne x 2)
George Born	Lives in Concord and is member of NHPA (Gasholder and Block grants)
Bob Giuda	Proposals in his senate district (Grafton, Wilmot x 2, New Hampton Huckins Farm)
Jim Oehler	Member of SPNHF (Rochester, Shelburne), Employed by NHFG, may support Rand Brook proposal
Mandy Merrill	Lives in Durham (Bickford-Chesley House), member of AMC (Chatham, Conant Lodge), SPNHF (Rochester, Shelburne x 2), member of NHPA (Gasholder and Block grants)
Katie Midolo	Lives in Concord (Gasholder and Block grants)
Andy Renzullo	Gasholder – will vote if it comes to legislature
Tom Sherman	Lives in Rye
Susan Slack	Employer supports work in Andover (Potter Place Depot & Town Hall), Belmont (Gale School), Franklin Church, Gilmanton (Old Town Hall) and Wolfeboro (Whiteface access)
Judith Spang	Lives in Durham (Bickford-Chesley House), member of SELT (Greenland, Great Bay Farm and Newmarket, Gaziano Tract)
Dijit Taylor	Member of Currier (Chandler House), SPNHF (Rochester, Shelburne x 2), NHPA (Gasholder, Block grants), daughter works for AMC
Ben Wilcox	Lives in Conway and employer has relationship with USVLT (Pine Hill Forest)
No Conflicts of Interest or Disclosures	Doug Cole, Chick Colony, Rich Cook, Scott Crowder, Shawn Jasper, Dick

	Lewis, Pierce Rigrod
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Finance Committee recommendation regarding available funds

The Finance Committee has reviewed the monies available for grant making this year. The fees that support LCHIP’s grants are budgeted at \$5,000,000 for the current biennium and appear to be coming in over budget, in part because of the booming real estate market. There was also some money left over from FY 21. Money needs to be held out for the CCE allocations for the grants to be decided at this meeting (a maximum of \$212,500) and for a transfer for administrative costs for FY ’23, estimated at \$314,758. Taking those needs into considerations, the total amount available for grant making this year is \$5,798,950. Since the total amount requested in this grant round is \$5.5, the Board does not need to vote on the amount to distribute and grant making must focus more than ever on project quality.

Proposal Discussion

Prior to the Board meeting Review Panels met and assigned each proposal a rank between one and five, with five being the highest. The Panels also provided recommendations for changes to project scopes of work and/or grant awards for the Board’s consideration. These recommendations were included on the proposal summaries included in Project Summary Books distributed to each Board member prior to the meeting. Each Board member also had access to full proposals for each request either online or by contacting LCHIP Staff.

The Board considered each proposal in rank order, with time allotted for discussion as requested. Board members with a conflict of interest for any proposal either left the room (if physically present) or were left the Zoom meeting (if attending virtually) during the relevant discussion. Following deliberations the following motions were made:

MOTION	To fund the following proposals at the amount indicated for the scope of work listed.	Tom Sherman
SECOND		Mandy Merrill
VOTE	Approved Unanimously	

Town, Project Name	Amount, Recipient, Scope of Work
Alstead, Kroka Farm	\$72,500 to Kroka Expeditions to support conveyance of a 15-acre conservation easement to Monadnock Conservancy or another entity acceptable to LCHIP.
Andover, Town Hall	\$16,395 to the Andover Community Hub to replace the asphalt roof on the Andover Town Hall.
Andover, Potter Place Railroad Station	\$15,000 to the Andover Historical Society to repair the slate roof, replace gutters & repair existing drains on the Potter Place Railroad Station.
Antrim Grange Hall	\$10,000 to Antrim Grange No. 98 to replace the asphalt roof, and install flashing and ice/water shield on the Grange Hall.

Belmont, Gale School	\$369,000 to the Lakes Region Community Developers for comprehensive rehabilitation of the 1894 Gale School, to include carpentry, thermal/moisture protection, doors & windows, finishes, mechanical systems, and electrical.
Berlin, St. Anne Church	\$5,250 to St. Anne's Church to complete an Historical Building Assessment of the 1900 St. Anne Church.
Charlestown, Cotton Barn	Do not fund. The Fort at No. 4 requested \$15,000 to replace the Cotton Barn's wood shingle roof with a textured metal substitute.
Charlestown, Former Connecticut River Bank	\$55,187 to the Diocese of the Northeast, Anglican Church in America to remove the Former Connecticut River Bank's non-historic concrete-block chimney and complete repairs to its masonry, windows, exterior woodwork & slate roof.
Chatham, Conant Lodge	Do not fund. The Appalachian Mountain Club requested \$103,500 to complete a comprehensive rehabilitation of the 1908 Conant Lodge, including preservation of its main block (foundations, framing, ceilings, interior finishes).
Chesterfield, Stone House Tavern	Do not fund. Chesterfield Historical Society requested \$147,000 to install a 2nd-floor emergency egress, separate apartment 1, complete porch renovations and electrical upgrades, install a curtain drain and ADA entrance, and re-set entrance stones.
Claremont City Hall/Opera House	\$91,000 to the City of Claremont to repair and restore 37+ windows in the Opera House section of the Claremont City Hall.
Concord, Dimond Hill Farm	Do not fund. Equity Trust, Inc. requested \$7,000 to complete a multi-facted study of Dimond Hill Farm, Concord.
Conway, Pine Hill Community Forest	\$94,000 to the Upper Saco Valley Land Trust to support the acquisition of 134 acres located at or near Rt 16 & Eagles Way, Conway NH
Cornish, Beaman Casino House	\$75,000 to Opera North to complete site work, repair and paint the roof, and repair storm window sashes and exterior masonry on the 1888 Beaman Casino House.
Derry, Old Academy Building	\$52,500 to Pinkerton Academy to repair siding and trim on the 1815 Old Academy Building, and to paint the exterior, repair shutters, repoint the foundation, replace cast iron waste pipe with PVC, and improve fire protection.
Dover, First Parish Church	\$140,630 to the First Parish Church for steeple work, repair of windows in the rear annex and sanctuary, and exterior trim repair and painting to the 1829 First Parish Church building.
Durham, Bickford Chesley House	\$13,500 to the Town of Durham to expand the existing 2020 Conditions Assessment of the 1804 Bickford Chesley House.
Exeter, Wiggin-Raynes	\$100,000 to the Town of Exeter to make repairs to the interior lower and main levels

Barn	and exterior of the 1860 Wiggin-Raynes Barn.
Fracestown, Rand Brook Connectivity	\$97,749 to the Fracestown Land Trust, Inc. for acquisition and perpetual conservation of 40 acres located along Cressey Hill Road in Fracestown.
Franklin Congregational Christian Church	\$35,000 to the Congregational-Christian Church of Franklin to repair and rebuild the steeple/belfry and add lightening protection on the 1820 Franklin Congregational Christian Church.
Gilmanton, Odd Fellows Hall/Old Town Hall	\$75,000 to restore windows and add storm windows; paint building exterior; add point-of-use heaters/wiring; basement improvements; ADA improvements, grading; refinish auditorium floor; fire/safety improvements.
Grafton Center Meetinghouse	\$200,000 to clapboard/trim repair; window/doors/storms; bell tower restoration; painting (exterior and interior); wood flooring/wainscot/trim; insulation; plaster; gallery columns; mechanical, electrical, & plumbing systems.
Greenland, Great Bay Farm	\$500,000 for a154-acre agricultural land easement acquisition. Amount requested was \$400,000.
Jackson Community Church	\$12,250 to paint exterior; repair and re-install original shutters; repair the belfry and steeple; create new historically appropriate signage.
Keene Unitarian Universalist Church	\$7,500 for Planning Study to develop rehabilitation plan
Langdon Congregational Church	\$212,801 to lift building, replace falling rubblestone with concrete foundation, replace rotten floor timbers, create ADA access via concrete ramp & doorway modification, add concrete steps, secondary egress, (back door), & ADA parking; re-grade earth to improve drainage; add rough plumbing; and add new electrical service panel.
Manchester, Chandler House	\$300,000 to remove aluminum siding, repair clapboards and trim; repair/paint/restore windows, add new storm windows; re-open blocked windows; basement windows/bulkhead; repair rear and main porches and steps; repair interior plaster and protect historic interior finishes.
Mont Vernon Town Hall	\$25,000 to restore historic window sashes and install storm windows.
Nashua, First Church	\$60,000 to repair/repoint inside tower: steeple roof, repoint tower, exterior: chime clappers: lighting inside tower.
New Hampton, Huckins Farm	\$236, 500 for 125-acre Agricultural Land Easement acquisition
Newmarket, Gaziano Tract	\$150,000 for 32-acre fee acquisition.

Newport Opera House	\$41,191 to replace stage & green-room door; repair front step railings & rehab concrete stairs; and replace bulkhead.
Rochester, Champlin Forest Addition	\$115,000 for 122-acre fee acquisition
Rye, St. Andrews-by-the-Sea	\$25,000 to repoint mortar
Salem Old Town Hall	\$46,640 for window restoration. (Requested \$116,206 for windows plus exterior siding, painting, masonry, concrete walkway, electrical, ceiling & interior carpentry)
Shelburne, Bald Cap Peak	\$400,000 for 1,030-acre fee acquisition by Forest Society, possible CE held by DNCR
Shelburne Valley Forest	\$500,000 for 2,717-acre fee acquisition to Forest Society
Statewide Preservation Planning Grants	\$60,000 for Block Grant to support 12-15 small planning studies and building assessments
Sutton, South Sutton Meetinghouse	\$20,000 to repair siding and trim; repair and paint shutters: paint front doors and casing; and paint remaining exterior
Wakefield, Drew Mill Dam	\$65,000 to rehabilitate dam to comply with safety regulations, including berm-work, raise abutment, add slab over turbine bay inlet, add curb to existing abutment, lower crest level of primary spillway, remove debris, alter waste gate, lower level of left secondary spillway, install new access bridge, and work on 2 nd spillway wall
Wakefield, Union Hotel	\$50,000 to complete overhaul of 2 nd & 3 rd floor hotel rooms, corridors, and staircases, including adding insulation & heating, carpentry & doors; mechanical, electrical, & plumbing: and hardware, fixtures, & finishes.
Wilmot, North Wilmot Meetinghouse	\$17,600 to repair windows, bell tower sills, and structural work under church
Wilmot Town Hall	\$305,303 to permanently raise building; repair/replace floor system/paving; add insulation, paint exterior; replace roof electrical work; window restoration; mechanical; and floor refinishing.
Wolfeboro, Whiteface Access	\$37,500 for 11-acre fee acquisition (loan repayment) with CE

MOTION	To award \$300,000 to the Concord Gasholder proposal, contingent upon Board review and approval of a revised ownership pattern/project structure that meets the requirements of RSA 227-M, presented no later than November 1, 2022.	Dick Lewis
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SECOND		Colin Cabot
VOTE	Motion passes with 8 affirmative votes	

Other Business

Guest Speaker

Brandee Loughlin, Preservation Planning & Development Coordinator, briefly joined meeting via Zoom to provide an overview of the federal tax credit program overview, including eligibility, kinds of work allowed and documentation required for closing.

Confidentiality

Grant award information is confidential until LCHIP makes public announcement, this year scheduled to be via media releases.

Public Comments – None

Search Committee Report

MOTION	To enter non-public session per RSA 91-A:3 to discuss hiring of a public employee (at 3:38 p.m.)	Susan Slack
SECOND		Doug Cole
ROLL CALL VOTE	C. Cabot, yes; D. Cole, yes; J. Colony, yes; R. Cook, yes; R. Lewis, yes; A. Merrill, yes; Rep. A. Renzullo, yes; Sen. T. Sherman, yes; S. Slack, yes; Rep. J. Spang, yes; B. Wilcox, yes; Sen. B. Giuda, not present.	

The non-public session ended and the meeting adjourned at 4:10 p.m.

Next Meeting: Monday, January 24, 2022 - Snow date Friday, January 28 (location TBD, likely hybrid)

Respectfully Submitted,

Katherine Midolo
LCHIP Office Manager

Ben Wilcox
LCHIP Board Chair