



LCHIP Board of Directors Meeting

Grasmere Town Hall

July 16th, 2015

Doug Cole, Board Chair

Approved at September 28, 2015 Board Meeting

Attendance

Voting Members: Doug Cole, Chick Colony, Cynthia Copeland, Martha Fuller-Clark, David Kidder, Rusty McLear, Amanda Merrill, Bill Norton, Judith Spang, Julia Steed Mawson

Non-voting Members: Tracey Boisvert, John Kanter, Beth Muzzey, Pierce Rigrod

LCHIP Staff: Paula Bellemore, Melissa Jones, Dijit Taylor

History of Grasmere Town Hall The Grasmere Town Hall received an LCHIP \$54,000 grant for renovations to the second floor in 2010. Goffstown Historic District Commission members Ruth Gage, Elizabeth Debrulle, and Phil D'Avanza provided some history of the building. It was built in 1889 on the site of Goffstown's original meeting house. It has been used as a district court, schoolhouse, grange, and dinner theater. LCHIP (Amy) was very helpful in directing the Historic District Commission to appropriate treatments of historically significant features including graining on the doors, wall stenciling and triple-beaded wainscoting. Building will be used to help meet Goffstown's need for meeting space.

Approve Minutes of April Board Meeting The April Minutes need to be corrected to show that LCHIP's cost for Clearly Creative's public relations services is \$480/month, not \$400.

MOTION to approve April, 2015 minutes, as amended above: Martha Fuller Clark
SECOND: Bill Norton
VOTE: Approved unanimously

Meeting Dates and Locations Dates and locations for the FY 2016 meeting schedule were provided in the Board packet. Several meetings will be held a grant recipient's sites.

Nominating Committee Two Board member's terms expire each year. It is not yet known whether the two whose terms expire this year wish to continue. Some members will term out soon after 10 years of service. Bill and Mandy volunteer to assist Doug with seeking new Board members if needed.

Finance Report

The finance report covers July 2014 to May 2015.

MOTION to accept the finance report as presented:
SECOND:
VOTE:

Bill Norton
Julia Steed Mawson
Approved unanimously

LCHIP's money is now held at four different local banks: Citizens, Merrimack County, Granite and Sugar River. All balances are under the FDIC insured limit. Interest rates range from 0.02% to 0.46%.

Trust Fund Total income from the recording fees through May is \$2.817 million, which is enough to cover the grants from last year. Treasury is establishing a new accounting procedure to show that the funds committed to grant payments are encumbered. The change will mean that all the grant funds pass through an LCHIP account. Staff, Treasury, and accountant are in the midst of creating procedures for this for review by auditor. Overall, this change should further protect LCHIP funds.

Community Conservation Endowment (CCE) \$3.3 million in the fund. Net income year to date = \$271,000. LCHIP distributed \$56,000 to 83 recipients, and has received some thank-you notes.

Administrative Budget for 2016 Presented by Vice Chair Mandy. Changes in income reflect new policy of drawing funds for administrative costs from reserve funds rather than from the Trust Fund. Biggest change in expense is in salaries increases and changing Office Manager from 9 hours a week to 20 as of January. Draft budget was approved by Finance Committee.

Changes proposed from the version that was distributed to Board: Add \$600 for rent to reflect \$50/month increase (new total rent & utilities = \$16,200) and add \$2000 for miscellaneous (new total misc = \$4000). Total proposed budget expense is thus \$332,870. Draw from reserve funds increased by same amount to \$130,600 and thus total income to \$333,213.

MOTION to accept the budget as modified above:
SECOND:
VOTE:

Rusty McLear
Cynthia Copeland
Approved unanimously

Closed Project: Wendell Marsh, Sunapee was the only project to close April to June.

Signage Policy Change

Following up on discussions extending back over a year concerning LCHIP signs on potentially run-down LCHIP properties, the Office of the Attorney General says LCHIP can remove a sign any time (even while the stewardship agreement is still active). Staff proposes that future Stewardship Agreements include language allowing LCHIP to remove the LCHIP sign either while stewardship agreement is in place or after it expires. Beth wondered if it is clear who owns the signs. Judith wanted to make sure LCHIP gives the grant recipients a warning and a chance to rectify any problems before removing a sign.

MOTION to add sign removal language to stewardship agreements: Rusty McLear
SECOND: Bill Norton
VOTE: Approved unanimously

There was also discussion about what kind of historic resource signs to purchase in the future. The bronze signs used on historic properties are very durable and attractive but are increasingly expensive. Staff will research appearance and durability of less expensive alternatives.

Extension for Thales-Yeaton House

Strawbery Banke requests an extension of the completion date for Thales-Yeaton House to September 30, 2015. The extension is needed because the crew working on the house had to be reassigned to another building with a structural crisis. Jenna is confident they can finish the work before September 30th as requested.

MOTION to grant extension to Thales Yeaton House until September 30, 2015 Judith Spang
SECOND: Rusty McLear
VOTE: Approved unanimously

State Budget

As all are aware, the state is presently funded under a continuing resolution based on the FY 15 budget. FY 16-17 budget may or may not be passed by the time of the grant decision making meeting. If the budget remains unresolved, we will need to handle grant decisions/announcements differently. One option would be to set a priority list of funded projects so Board would not have to meet again once budget passes. Dijit and David Kidder agree that it would be best not announce grant awards prior to passage of FY 16-17 budget.

Grant Round Info

The grant round includes 41 applications representing all 10 counties. The project breakdown is 16 Natural Resource projects and 25 Historic Resource. Total request is for \$5-6 million with a total project value of \$19 million.

Legislative Updates

It was a fairly quiet session as far as issues of interest to LCHIP: commissions were established to develop a land conservation plan and to study the economic impact of the arts and culture. A bill regarding blighted properties was killed.

Other Business Beth Muzzy left the room when the discussion turned to the proposed Kinder Morgan Pipeline.

The meeting adjourned at 5 p.m.

Respectfully Submitted,

Melissa Jones
LCHIP Office Manager

Doug Cole
LCHIP Board Chair