

CLHCC – Finance Sub-Committee  
January 19, 2021

Members in Attendance:

Harry Brown, Chair	CLHCC
Charlie Levesque	CLHCC
Gail Hanson	CLHCC
Matt Sampson	Landowner
Jill Kilborn	NHFG
Phil Bryce	DNCR Parks and Recreation
Patrick Hackley	DNCR Forests and Lands

Technical Staff in Attendance:

Clint Savage	Trails Bureau
Sandy Young	Parks & Recreation
Maggie Machinist	Forests a& Lands
Johanna Lyons	Parks & Recreation

Harry opened the meeting asking for a motion to accept the minutes. Charlie moved to accept the minutes, Matt seconded the motion, and they are accepted.

Phil began the meeting by summarizing discussion between DNCR/NHFG and the treasury department. Phil emailed a memo and historical endowment transaction report.

Key Points:

- 4% of the year ending balance in the account is appropriated for expenditure annually.
- The expenditure account is then allocated by agreement between the agencies (70-30% stewardship, 50-50% monitoring, 89-11% roads)
- The annual rate of return for the past 9 years has been 9%.
- Funding not allocated to the expenditure account has accrued in the endowment balance.
- The current rate of return is based on current investment book value.
- New custodial agreement needs to be set up.

Discussion:

- The endowments when established by the non-profit partners were not intended to be income generating, however, the investment strategy was left up to the State of NH.
- There is good track record of the revenue generated from the endowments.
- A realistic road/stewardship budget (and implementation plan) for the next several years needs to be developed to determine the annual appropriated expenditure (is it raised to 6-7% instead of 4%) and if the funds that have accrued are appropriated to road maintenance (for specific projects or general maintenance).
- Matt proposed a conservative option; if there is an excess of the 4%, then the agencies are allowed to take X% of excess to expend in budget.
- The subcommittee agreed that these funds and the 4% allocated do not generate sufficient funds to meet the long-term needs of the property.
- Need to review the landowner contribution and coordinate work with funds available.

### Fish and Game Management

- Jill provided a handout on the management structure and funding for the CLNA and CLH properties.
- NHFG averages about \$36,000/year for road maintenance.
- The endowment provides an unencumbered match to the programs that support the headwaters property.

### DNCR Management

- Two Divisions
  - Parks and Recreation
  - Forests and Lands
- Forests and Lands provided a handout
- Parks and Recreation via Phil gave a verbal summary
  - Three way management; Trails Bureau, Parks Bureau and the Landowner
  - Trails Bureau – Chris Gamache was the primary contact for the road network. Two staff, maintain the roads (mowing/maintenance/contractor management), parking areas and public use facilities.
  - Parks Bureau – Sandy is the primary public use contact (also assists with road management), Johanna provides support in planning and public use management.
  - There is no property manager for the tract.

### Discussion

- Why is the trails bureau involved?
- Are there other funding sources? Trout Unlimited, grants? Northern Boarders?
- How do we make CLH sustainable?

### Next Steps

- Sandy and Matt will meet to discuss a budget that includes the capital priorities and ongoing maintenance costs and plans for the next 10 years.

Respectfully Submitted, Johanna Lyons