

# New Hampshire Council on Resources and Development

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## **DRAFT Minutes – November 14, 2019**

### **MEMBERS PRESENT**

Jared Chicoine, Chair, Director, NH Office of Strategic Initiatives  
Glen Normandeau, Executive Director, NH Fish and Game Department  
Tracy Boisvert, Designee, NH Department of Natural and Cultural Resources  
Stephen McLocklin, Designee, NH Department of Administrative Services  
John B. Martin, Designee, NH Department of Health and Human Services  
Marta Modigliani, Designee, NH Department of Safety  
Tim Drew, Commissioner, NH Department of Environmental Services  
Amy Clark, Designee, NH Department of Education  
Christopher Miller, Designee, NH Housing Finance Authority  
Shawn Jasper, Commissioner, NH Department of Agriculture, Markets & Food

### **OTHERS PRESENT**

Michael Klass, NH Office of Strategic Initiatives  
Danielle Craver, NH Office of Strategic Initiatives  
Stephen Walker, NH Office of Strategic Initiatives  
Amanda Hollenbeck, NH Office of Strategic Initiatives  
Andrew Davis, Real Estate and Leasing Administrator, NH Liquor Commission  
Allen Brooks, NH Department of Justice  
Jared Nylund, Real Property Asset Manager, Department of Administrative Services

## **I. ROLL CALL AND INTRODUCTIONS**

The meeting was opened at 9:32 AM by Chairman Chicoine. CORD members and guests then introduced themselves.

## **II. MINUTES**

### **A. Approval of July 11, 2019 draft minutes**

Chairman Chicoine reminded members that a member of the public had submitted a question about the July 11, 2019 minutes and felt that something additional should have been included. Michael Klass was tasked with reviewing the minutes. Mr. Klass stated that he compared the audio to the minutes as they were drafted. He noted that there was a conversation about the issue

but that the speculation and commentary during the meeting was not included in the minutes. The takeaway was that Fish & Game was clear that it wanted to sell the property in fee; they were moving to Long Range; and that details would be worked out by those parties down the road. Mr. Klass noted that all the material summary is contained in the minutes as drafted and that he, as the staff member, is not inclined to include additional details in the minutes. Mr. Klass mentioned that the audio is still available if any of the CORD members wish to review it.

**MOTION:** On a motion by Commissioner Jasper, seconded by Director Normandeau, the July 11, 2019 minutes were approved unanimously by the Council (with Mr. Martin and Mr. Miller abstaining).

B. Approval of Sept 12, 2019 draft minutes

**MOTION:** On a motion by Ms. Modigliani, seconded by Ms. Boisvert, the September 12, 2019 minutes were approved unanimously by the Council (with Mr. Martin, Mr. Miller, and Ms. Clark abstaining).

### **III. LAND CONSERVATION INVESTMENT PROGRAM (LCIP)**

A. 2019 LCIP Annual Report - Steve Walker, Conservation Land Stewardship Director

Mr. Walker began by acknowledging and thanking various people for their assistance with the report.

He explained that main goals of the CLS program is to communicate with land owners in an effort to prevent issues before they come up, or to prevent an issue from escalating, and to help people do what they can do for conservation easement properties. CLS is always trying to improve the way they do their work – staying current, maintaining high quality, and trying to be efficient all at the same time. Mr. Walker noted that they had added Gaia Pro, a tracking/mapping phone app, onto their newly issued work cell phones, which has been helpful in the field.

Regarding the LCIP Annual Report, Mr. Walker explained that it does not change much from year to year, due to the amount of background material in the report. Mr. Walker noted that on page seven of the LCIP Annual Report there is a reference to the Fidelity Investment Review, and that there was an upcoming meeting regarding the investment review at the NH Treasury business office. This review is tied to the fiscal year and will be used as a benchmark, and if anyone would like to read about the review Mr. Walker would be happy to share it with them. Mr. Walker went on to briefly touch on a few of the Investment Review findings. Mr. Walker then summarized that the investment is meant to grow and produce income, but not be too risky.

Mr. Walker explained that the more important data is found in the report appendices, which he listed, and that the goal of the report is to convey the status of all the LCIP properties. Appendices C and D are properties that Fish & Game and DNCR own that were acquired through LCIP. They have not had many issues with these, with Wild Goose being an exception.

Mr. Walker pointed out that everyone received the annual report document electronically and to feel free to ask questions even after the presentation was over via email. Mr. Walker noted that the report contains data through July 2019.

Mr. Walker stated that they tried to go out annually for State-Held Conservation Easements. Mr. Walker then spoke about the Municipal-Held properties stating that Ms. Hollenbeck communicates with the 78 municipalities and that they do well at managing the properties, but are sometimes not always prepared to deal with an issue when it come up, so the CLS program is always there as a back-up and the NH DOJ has also provided assistance in the past. Mr. Walker again touched on the State Fee-Owned properties, which are managed by Fish & Game and DNCR – Div. of Forest and Lands. He went on to say that the properties are very well managed by those agencies and not many issues arise.

Mr. Walker then continued with Appendix E: Land Conservation Endowment. He stated that it has grown in and of itself by virtue of the market, as most investments are up 13-15% this calendar year. He went on to say that occasionally they do add to the endowment if a new non-LCIP property comes through, and as many as three new properties could be added next year. Mr. Walker has provided graphs to help CORD members better understand the CLS program, and to help CLS staff track changes over time so future staff can review those changes. In conclusion, Mr. Walker welcomed anyone to ask questions, make comments or suggest improvements by reaching out to him or Director Chicoine via email.

Ms. Boisvert, DNCR, Division of Forest and Lands, reiterated that if issues become elevated enough to reach this table they are usually very important and typically controversial and will likely involve legal counsel. She also clarified that Surplus Land Review and LCIP are completely different processes.

Mr. Miller, NH Housing Finance Authority, asked what kinds of things CORD acts on. A conversation ensued regarding various LCIP items that have been addressed by CORD. Allen Brooks, NH Department of Justice then summarized that CORD was legally appointed as the manager of the LCIP programs and while state agencies like OSI, Fish & Game, and DNCR manage the programs day-to-day they all function under the umbrella of CORD and therefore CORD has deciding power over those programs. Mr. Walker added that each issue taken to CORD is entirely unique, and that usually it is necessary to go to other agencies to assist with the problem.

Commissioner Normandeau added that time is an issue. He stated that Fish & Game has thousands of acres of easements that do not fall under LCIP umbrella and as private ownerships change over time there is less fidelity to the easements because they are not the ones that got the money for them. Mr. Walker then pointed out how important it is to build those relationships with land owners because properties are changing hands regularly.

Mr. Miller asked how many total properties CLS manages. Mr. Walker answered that as of July 2019 there were 445 properties and 92,000 acres. Mr. Walker went on to suggest referencing the

charts provided in the annual report for more data, and that state-held properties are visited every year and municipal-held properties are visited about every five years. State fee-owned properties, managed by Fish & Game and DNCR, are visited regularly.

**MOTION:** On a motion by Commissioner Jasper, seconded by Mr. Miller, the Council unanimously approved the adoption of the LCIP Annual Report.

#### **IV. OTHER BUSINESS**

A. Acknowledgement of RMAC Correspondence received on November 5, 2019.

Chairman Chicoine acknowledged receipt of RMAC correspondence regarding the Hampton SLR. It will be added as an agenda item for the next CORD meeting, currently scheduled for January 2020. Today it was on the agenda for informational purposes, and the letter was included in the meeting packet.

B. Proposed 2020 meeting dates

Mr. Klass stated that the same formula was used to select the dates for the 2020 CORD meetings.

C. Non-Meeting For Purpose of Consultation with Legal Counsel  
Chairman Chicoine then stated that Allen Brooks, NH DOJ, was in attendance and that he would like to enter a non-meeting for the purposes of consulting with legal counsel.

**MOTION:** On a motion by Ms. Modigliani, seconded by Commissioner Jasper, the Council unanimously approved temporary adjournment for the purposes of a non-meeting to consult with legal counsel.

Meeting temporarily adjourned for the purposes of consultation with legal counsel at 10:06 AM.

**MOTION:** On a motion by Commissioner Jasper, seconded by Ms. Boisvert, the Council unanimously approved leaving the non-meeting and return to public session.

The public session was reconvened at 10:15 AM.

**MOTION:** With business completed, Director Normandeau moved to adjourn the meeting, which Commissioner Jasper seconded. The motion was approved unanimously by the Council.

Meeting adjourned at 10:15 AM.

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#### **Reminder – 2020 CORD Meeting Dates:**

January 9  
July 9

March 12  
September 10

May 14  
November 12