

## Minutes of September Board Meeting 09/08/11

---

Start: 09/08/11 07:00 pm - End: 09/08/11 09:00 pm

Organizer: Cathy Shea

Optional: Andy George, Lisa Hageman, Chuck Toal, Michele McCormick, Leslie Curtis, Helene Hochholzer, Penni Rochette, Barry Ford, Pete Dane, Will Hochholzer, Chris Bourque, Danny Albert, David Morrison

Location: Craigin Memorial Library

---

### Topics

**Attendees: Andy George, Chuck Toal, Pete Dane, David Morrison, Danny Albert, Cathy Shea, Leslie Curtis, Lisa Hageman, Penni Rochette**

#### Call to order

**N** Meeting called to order at 7:10pm

#### Approval of minutes - July 14

**D** Approve the minutes of the July 14 meeting. Motion: Leslie Curtis. Second: Pete Dane. All were in favor and the motion carried.

#### Strategic Plan update

##### Plan and Matrix

**N** Strategic plan (matrix we were all to fill in with dates, etc.) is mostly completed. Henri Jordan has provided CLT with a completed, formal Strategic Plan, but the matrix is our 'working document'. CLT has a cost share of 25% which can be satisfied in various ways including the cost of having copies made for each board member, Town Hall, and the Craigin Library.

#### Sub-committee reports

#### Financial

**N** The annual 990 has been completed by the accountant and sent to the IRS and CT State Dept. of Revenue.

**T**  Cathy Shea to provide an electronic copy of the 990 to Barry Ford to make available on the web site.

Owned by **Cathy Shea** due **13 October**

**N** Penni Rochette presented the quarterly financial reports and noted that our income from activities is currently over budget and our expenses are under budget.

**T**  Cathy Shea to provide Penni Rochette with the updated December 2010 financials.

Owned by **Cathy Shea** due **13 October**

**N** Leslie Curtis noted the value of our fee property remains a fixed value and asked whether this value should go up (or down) over time. Chuck noted that land preserved in perpetuity theoretically has no value since it cannot be sold. For this reason, some trusts declare no value on their fee properties. Others declare the value as the price they paid for it. This is the method used for the Gateway property. Donated parcels are valued at \$1.00. The donated McDonald Road property is the only property that could theoretically see change in valuation since it is not a preserved property, but may be sold at our discretion.

**N** Cathy Shea asked whether the CLT should renew its memberships with the Connecticut Land Conservation Council and the Nature Conservancy.

**D** Motion to elevate CLT's annual membership with the CLCC to the \$250 level of sustaining member. Motion: Leslie Curtis. Second: Chuck Toal. All were in favor and the motion carried.

**D** Motion to renew the CLT's annual membership with TNC at \$100. Motion: Pete Dane. Second: Lisa Hageman. All were in favor and the motion carried.

**N** Lisa Hageman brought up the subject of an annual college scholarship to be given by CLT to a Bacon Academy senior planning to further their education in a conservation field. Andy noted that, if we are planning to do this, the amount should be substantial - perhaps \$1000 and we will need to inform the school early.

**T**  Andy George to speak with members of the Board of Education regarding an annual scholarship to be provided by the CLT  
Owned by **Andy George** due **31 December**

## Fundraising

**N** Nothing to report. The Funding Committee has not had a chance to meet but plan to get together in the next 2-3 weeks.

## Landowner Contact

**N** Landowner Contact Committee met in August and discussed the possibility of an NRCS grant related to locally important soils. Chris Bourque was to obtain a sample letter and to meet with 1st Selectman, Greg Schuster and Chuck Toal. Lisa Hageman will be putting together the annual Landowner Letter and scheduling an evening for landowners considering a conservation easement to meet one on one with Attorney Fritz Gahagan.

**N** Lisa is updating the CLT History for the website and requested some statistics on our progress with the S&P process. In addition to the history, both the progress and grants pages need updating. Everyone is asked to review the web site on a monthly basis and note where information is missing or where there is room for improvement.

## NRCS Grant update

**N** A forester has been hired and is working on the Land Management plans for each of the properties. In addition, work is being done to control erosion of sediment and remove invasives from the Gateway property.

## Volunteers for events

### 57Fest (Sept 24)

**N** Chuck Toal will set up maps, etc. at the 57Fest and will man the booth from 4 to 8pm prior to fireworks. Tents are supplied by the town so ours is not needed to be set up.

## Standards and Practices

**N** Chuck Toal has been busy taking the models supplied by Henrietta Jordan and applying them to CLT practices. The following drafts were submitted. All are asked to review and send Chuck comments ahead of the October meeting so that we can vote and approve them at that time.

## 4A Conflict of Interest

## 9G Land Transaction Recordkeeping

## 11E Conservation Easement Enforcement

## 11F Reserved and Permitted Rights

## 111 Amendments

### Phone Book 2012

**N** Barry Ford's was the only response to the RFP, with a bid of \$5,500 to produce the phonebook.

**D** Motion to accept Barry Ford's bid of \$5,500 to produce the 2012 phone book. Motion: Leslie Curtis. Second: Pete Dane. All were in favor and the motion carried.

**N** New advertisers are needed to help the phonebook make a profit this year and all are asked to help solicit area businesses. Tim Curtis has a spreadsheet that lists the businesses that he and Leslie have already contacted, but it was mentioned that it doesn't hurt for business owners to see multiple faces suggesting advertisement in the phonebook.

**N** Anyone with a non-At&t phone number wishing to be included in the book are asked to contact Barry Ford.

**N** The CLT discussed whether lifetime members of the trust, (through the donation of a conservation easement or other significant land preservation contribution) such as Cato Corner Farm, should be given a free phone book ad. It was felt that such an add should convey not only the member's business but the importance of their donation to the community.

**D** Motion to offer a free quarter page advertisement in the CLT phonebook to its lifetime members and to make the gift retroactive to last year for Cato Corner Farm. Motion: Leslie Curtis. Second: Cathy Shea. All were in favor and the motion carried.

### Brainard Road Property

**N** This 78 acres property is listed with a real estate agent and abuts property owned by Norwich Utilities and property in Salem. Andy has been in touch with Jackie Roy from Norwich Utilities and they are interested in the property but cannot entertain a purchase until there is DEP Grant Round. Lisa Hageman questioned whether the CLT should assume a more pro-active role. Perhaps we should try to speak directly to the owner to see whether they would subdivide so that the bulk of the land may be purchased separately from the house. Perhaps they would consider a bargain sale of the land for conservation purposes.

### Old Business

**N** None

### New Business

**N** LTA Rally: No one from the CLT is able to attend. However, it is important to maintain 100% membership by the CLT Board. Andy will the keep the list up to date for the LTA.

### Adjournment

**D** Motion to adjourn the meeting. Motion: Leslie Curtis. Second: Andy George. All were in favor and the meeting was adjourned at 9:00pm.

### New Tasks

Task	Owner	Due
<input checked="" type="checkbox"/> Cathy Shea to provide an electronic copy of the 990 to Barry Ford to make available on the web site.	Cathy Shea	10/13/11
<input checked="" type="checkbox"/> Cathy Shea to provide Penni Rochette with the updated December 2010 financials.	Cathy Shea	10/13/11
<input checked="" type="checkbox"/> Andy George to speak with members of the Board of Education regarding an annual scholarship to be provided by the CLT	Andy George	12/31/11