

**Blue Hill Heritage Trust  
Board of Directors Meeting**

**Monday June 13, 2022 – 5:15-7:15 pm**

**Blue Hill Public Library Howard Room**

<https://us02web.zoom.us/j/81834045699?pwd=QXhpNDVqMWxrRDhoMW9Ocm9COXh2UT09>

**“To lead in conserving land, water, and wildlife habitat on the greater Blue Hill Peninsula.  
To teach and practice a stewardship ethic. To promote ecological, economic, and  
community health for this and future generations.”**

## AGENDA

### Meeting Action Items

#### 1. Personnel Policy and Handbook Updates

- A. Call to Order – Opening Comments. (5 minutes)
- B. Discussion/Approval of BOD minutes of April 11, 2022 (Pages 5-7). (5 minutes)
- C. Governance (Page 8 and Attached Documents) (10 mins)
  - a. Personnel Policy and Employee Handbook – **Action**
  - b. Board Matrix
  - c. Committee Makeup
- D. Discussion: unpacking the success of the Wallamatogus campaign and the power of organizational capacity; summer messaging around BHHT and the need to fund whole-organization capacity.
- E. Finances (Pages 9-15). (10 minutes)
- F. Consent Agenda Q&A – Minutes and Reports (Pages 16-23). (10 minutes)
- G. Executive Session
- H. Adjournment

#### **Next Committee Meetings (As scheduled. Subject to change by committee chairs)**

- Development – July 26, 2022 – 9:00 am.
- Executive – July 8, 2022 – 9:00 am.
- Finance – July 14, 2022 – 9:15 am.
- Lands – July 21, 2022 – 5:15 pm.
- Governance – July 28, 2022 – 9:15 am.
- Strategic Initiatives – June 21, 2022 – 5 pm.

#### **Next Board Meeting: Monday, August 8, 2022, at 5:15 pm.**

We have only one action item on the agenda for Monday. This is acceptance of revisions to the Personnel Policy and Employee Handbook. Most of the revisions are modernizing language and changing outdated procedures, like not making “long-distance” phone calls from work. There is added language around firearms at the BHHT offices, requiring that they be safely stored in personal vehicles, which is worth noting. There will also be a brief governance discussion of the board matrix which you are all being asked to update. Both the policy and matrix are being appended to this document, but will be sent as separate email attachments.

Below are financial documents for your review: a funds tracker, balance sheet, P&L, and BvA through May 31. The operating and project finances remain strong. The stock market has continued to be volatile. At this writing, the balance in Schwab is \$3,945K. The Camden accounts currently sits at \$1,218,033, with \$258,662 available for operations. This represents between 170 and 175 days of normal operations. Roughly \$300K of the remainder is restricted for Wallamatogus and Edgehill. Another \$500K still remains in the Camden account for various capital expenditures (most to come in the fall) and programming in 2022. The budget is tracking, we are still seeing strong donor support, and an increasing flow of money for our projects from numerous sources. We can answer questions related to this material as they arise on Monday.

In another financial matter, the Sewall Foundation and the Broad Reach Fund at Maine Community Foundation have asked us to be a fiscal sponsor for a project that they are funding for the next two years. We have done small fiscal sponsorships over the last few years, but I am mentioning this one because it is large, and you will see it in my future financial reporting, specifically on the balance sheet.

I don't believe we have ever gotten funding from Sewall, but they are one of the more important foundations in the state, and we would very much like to have a relationship with them. We have developed a good relationship with Broad Reach over the last few years – they have funded the Bagaduce River Monitor for example – and we hope to do more with them in the future. That they are both asking for our help is very good.

The project is a Penobscot language preservation program between Carol Dana – one of the last fluent speakers – and Ann Pollard-Ranco. Both Ann and Carol are part of the planting work going on in Surry Forest, and they will be working, both here on the peninsula and on Indian Island, to transfer Carol's language knowledge, and her cultural knowledge of the land, while she is still in good health. Kathy Pollard wrote the proposals to the two funders, and Broad Reach and Sewall have committed \$120,000 to this work.

Because of our work with Broad Reach and with Carol and Ann, our name came up as a sponsor. The Penobscot tribe charges a 30% administrative fee, and the University of Maine is equivalent, so while these were probably more fitting, neither funder was comfortable with them. I've talked it over with Cheryl to understand the accounting/bookkeeping requirements – which are not onerous – and we will take a 10% administrative fee for the sponsorship. This will certainly cover our costs. I also see this assistance as a good way to build relationships both with the Penobscot and with funders as well.

The biggest financial news is of course the \$329,000 we were awarded this week from the USFS, and the \$200,000 from Fidelity (Fidelity wants to be completely anonymous, so we should not use their name publicly) for Wallamatogus Mountain. This came on top of the \$400,000 we were granted two weeks ago from Land for Maine's Future. With these three grants, and with the money BHHT and MCHT raised in the last nine months, we are done with fundraising for that project. It will take the summer to get all the procedural ducks lined up for LMF and for the USFS – they need to be lined

up differently for each – but I have told Tom Duffus that we will work toward closing before the one-year anniversary on September 24.

This feels extraordinary, given that we only made the decision to move forward on this project a year ago, and we did so as a kind of leap of faith – this needed to be done and we would figure out how to do it. We did figure out how to do it, and while it feels extraordinary, it is not unexplainable, and I'd like to spend some time with that. This success has a lot to do with BHHT as an organization, both our internal work and our relationship with the world of funding, and that is worth thinking about as we look forward.

When you look at the donor background on this project, about \$175,000 (mostly anonymous) came from people who have a direct geographic and historic relationship with Togus. They were donating to save “their mountain.” Another \$100,000 roughly came from the usual suspects in our conservation efforts – Larry Flood, Henry Becton, Andy Rosenthal, etc. The rest of the money came from off the peninsula: \$729,000 in government grants and \$350,000 from private foundations. \$300,000 of that foundation money was from out of state as well as being from off the peninsula.

The grant money came because of organizational capacity, expertise, and experience. These are whole-organization efforts with staff supporting Chrissy in various ways as she put an application together. We have staff who can write the technical language for the sections where that is important and who can make supporting maps and materials. We know how to present financial data in a compelling way, as well, and we have good relationships with potential partners, like the town of Penobscot in this case. These big grants are always work, but there is a system in place to get them done efficiently, so when we have a good project, we can make it happen.

Some of the foundation money revolves around the good relationships that we have built over the years, and the reputation of being a good partner. These relationships are vital for our development stewardship, and it's a big part of Chrissy's job now. This goes back to what I wrote above about Broad Reach and Sewall as well.

That said, for this project, much of the foundation money – all the out-of-state money – came from new sources, and I have to believe that this points to the fact that we look like a good investment even for those who don't know us. That was certainly the case with Fidelity which asked for detailed financials, both past and forecasted, and a detailed understanding of our operations. They very much look at their donations as investments in successful nonprofits, and my conversation with their program person was as much about BHHT as an organization as it was about Wallamatogus. My analysis of this is that our organizational success shows, and it attracts interested funders.

This goes back to organizational capacity, expertise, and experience, so what I said about whole-organization effort for grants applies here as well. The people in our office are making conservation happen, and it's happening on multiple fronts. We are really seeing that capacity equals conservation. This is messaging that we should emphasize with our supporters, and especially with the HS.

I believe that the details of other work at the Trust are captured well in the various committee minutes, and I look forward to any questions you might have. I look forward to seeing everyone on Monday.

Respectfully,

Hans

**B-1**  
**Minutes of the Board of Directors Meeting, April 11th, 2022**  
via Zoom

Members Present: Norm Alt, Charlie Baldwin, Mary Barnes, Randy Curtis, Samantha Haskell, Sarah King, Marcia McKeague, Brooke Parish, Brendon Reay, Kate Tomkins, Hannah Webber  
Absent: Peter Clapp, George Hurvitt. Staff Present: Chrissy Allen, Hans Carlson, George Fields

The meeting was called to order at 5:16 pm.

Opening comments from Ms. Webber included kudos to the staff for their work on recent grant proposals and the annual report.

The minutes of the February 14th, 2022, Board Meeting were unanimously accepted with the correction that director Mary Barnes was present.

**Board Retreat Debrief:**

The Board met for a ½ day retreat on April 9th, which included lively discussion around the strategic plan, new Board member onboarding, and specific actions in response to the Brandt report recommendations. A summary of the retreat and next steps will be sent out in the coming weeks.

**LTA Accreditation:**

Following up from the discussion at the February Board meeting, George and Hans presented a final summary and recommendation to move forward with the re-accreditation process, recognizing the expenses and issues with Land Trust Alliance (LTA), but with the opinion that benefits outweigh the concerns; it gives us a seat at the table and helps us keep up to date with requirements and obligations. Associated expenses were previously approved in the 2022 budget. The following resolution passed unanimously:

**RESOLVED (1) That the Board of Directors of Blue Hill Heritage Trust supports the recommendation by BHHT Staff, at the February 14, 2022, Board of Directors Meeting, to undertake the necessary and proper preliminary steps for submittal of the Land Trust Accreditation Commission’s renewal application in February 2023. (2) That the Executive Director is hereby authorized to oversee and manage the required work by staff prior to the review of the renewal application package by the full Board of Directors, and (3) That the Executive Director or President is hereby authorized to sign any document necessary and proper for the completion of the submittal.**

**Finance Report:**

The Trust continues to be in good financial shape. At the time of the meeting, there was approx. \$1.2M in the Camden accounts, with \$323.8K available for operations. Roughly \$281K of the remainder is restricted for Wallamatogus (“Togus”) and Edgehill, and another \$500K for various capital expenditures and programming in 2022. It was explained that we are currently keeping a greater amount of funds than usual in the money market account due to volatility in the markets and the fact that much is allocated for near-future expenditures. Unrestricted funds at the end of 2022 Q1 are greater than in recent years as we continue to see more consistent donations throughout the year rather than predominantly at year end.

**Lands:**

a.) Morse/Aman-Pierce Pond: George and Hans are in discussions with Catherine Morse and Tony Aman, regarding a piece of potential conservation land on Pierce Pond. They would like to protect part of their 90+ acre parcel and maintain ownership over a small portion, approx. 15 acres of buildable land including some shorefront. BHHT contracted an appraisal which came in at 46K. Morse and Aman are planning to seek another appraisal, hoping for a higher valuation. The Board was in agreement that the property was of significant conservation value (wetlands, shorefront, connectivity), but decided to table the proposed resolution from the Lands Committee until the conversation was closer to an agreement.

b.) Highhead/Curlik: Martin and Semena Curlik of East Blue Hill acquired a 4.1-acre parcel in 2007 adjacent to their existing High Head conservation easement (CE), and have proposed adding it to the protected land through amendment of the current CE, following current restrictions. The parcel could be a connector with two potential easement properties in the area (Milliken and Henderson.) There is no public access proposed, but the primary benefit is wildlife corridor connectivity. Stewardship funding is not proposed as contingent to acquisition, but George will follow up with the Curlik's with a proposal of 4K contribution.

The following resolution passed unanimously:

**RESOLVED (1) That Blue Hill Heritage Trust is hereby authorized to accept an amendment to High Head easement (Bk 2766 Pg. 398), in the town of Blue Hill, that adds Parcel Two (Map 26 Lot 13, 4.12 acres, owned by Martin R. Curlik and Semena Curlik, Book 5947 Pg. 61) under the same restrictions of the current conservation easement. (2) That the Executive Director is hereby authorized to negotiate the documents necessary to affect the transaction and (3) That the Executive Director or President is hereby authorized to sign any document necessary and proper for the completion of the transaction.**

c.) Edgehill: The project is nearing completion with the survey finalized on the Reach parcel and a plan is in place for closing by the end of June. The easement on the northern portion containing the Mill Pond will be finalized separately due to ongoing issues with ownership and access to parts of the property. Significant funding for the project has been secured; \$212.5K from LMF, \$100K from North American Wetlands Conservation Act (NAWCA), & \$100K from donors. The project has been discussed at length by both the Lands Committee and the Board of Directors previously, and the following resolution passed unanimously:

**RESOLVED (1) That Blue Hill Heritage Trust is hereby authorized to purchase ownership of the 15.3 acre portion of the Edgehill parcel off the Ferry Landing Road in the Town of Sedgwick, from the Wedgwood/Bixby Family (Tax Map 9, Lot 56, Book 5981 Page 257, Book 6877 Page 884, and Book 6882 Page 616), provided that due diligence reveals no legal or environmental issues for the appraised value of \$425,000 or less, and (2) That the Executive Director is hereby authorized to negotiate the documents necessary to effect the transaction, and (3) That the Executive Director or President is hereby authorized to sign any document necessary and proper for the completion of the transaction.**

## **Governance:**

The Governance Committee revised the *Role and Expectations of Board Members* document and presented the final version for consideration and adoption. Changes included identifying the review of capital acquisitions as a Board role, and improving the language around fiduciary duties. The Board voted the following resolution in unanimously:

**RESOLVED, The Board of Directors accepts the proposed revisions, with recommendation from the Governance Committee, to the “Role and Expectations of Board Members” document for adoption in the Board Manual.**

## **ED Report**

Hans updated the group on a range of subjects;

- Progress has been made towards high-speed internet availability on the peninsula, potentially coming down Hinckley Ridge Rd. within the year, therefore Hans will be putting together a formal recommendation for addition to the Knight Building, which will include a meeting space for committees and the Board.
- Fundraising for Togus continues on track; the staff has submitted \$925K in funding proposals (LMF, US Forest Service, The Fidelity Trust) with responses anticipated in June.
- The lease on the Togus property cell tower is up for renewal and we'll have the option to renegotiate the terms in the near future as there are now three potential carriers interested
- PFAS continue to be discussed at the local, regional, and state level as an issue of ongoing concern for Maine landowners and conservation groups. State legislation is in the works to stop the practice of spreading the harmful substances as well as to compensate farmers and indigenous groups who have been impacted. Maine Farmland Trust (MFT) and The Maine Organic Farmers and Gardeners Association (MOFGA) have created a fund to help farmers with related expenses in the near-term, and Hans recommended a potential donation to that fund rather than to individual farmers but will return to the Board for formal approval.
- We will be doing a full suite of soil tests, including PFAS, at the Howell Farm Property, and year-long leases for both the building and the farmland are pending final signatures from Bill Giordiano.
- Hans, Mary, and Landere are working together on next steps following participation in the First Light Learning Journey, which includes becoming an “Ambassador Organization.” A statement of intent is being crafted and will be presented at a future Board meeting.

The staff was thanked for their hard work and excused, then the meeting went into Executive Session at 6:33 and adjourned at 6:46.

Respectfully submitted,  
Samantha Haskell, Secretary

C-1  
**Minutes of the Governance Committee Meeting on June 1, 2022**  
**9:02 AM – 10:02 AM**

Board members present: Samantha Haskell, Hannah Webber, Norman Alt, Sarah King  
Staff present: Hans Carlson

1. Item for Board vote – *Personnel Policy and Procedures* - Committee has modernized this document, added verbiage surrounding firearms, and clarified existing language. **The Governance Committee recommends adoption of the revised *Personnel Policy and Procedures* document by full Board vote in April meeting.**
2. Discussion Item – Each member of the Committee will review one document prior to the next Committee meeting and propose revisions or points of discussion, as merited.
3. Discussion Item – BHHT By-laws state that the Executive Director acts as an advisor to the Board, will attend Board meetings, but shall have no vote. In reporting to the State, the Executive Director has more recently been identified as a Board Member. State reporting will be corrected moving forward such that the Executive Director is not listed as a Board member.
4. Discussion Item – The addition of routine executive sessions to Board agendas prompts the need to ensure clarity around the appropriate use and function of executive session. King and Alt will engage in research and results will be reported back at next Committee meeting.
5. Discussion Item - New Board Members/Board Composition. Committee briefly discussed evaluation factors to ensure a diversity of members. The first step to furthering this discussion is Board completion of the **Board Member Skill Matrix**. **The Governance Committee requests that each Board member complete the Skill Matrix and provide it to the Committee Chair on or before July 1, 2022.**
6. Onboarding Moved to June 2022.

Next meeting – July 28, 2022.

Respectfully submitted, Sarah King, committee chair

E-1

**Minutes of the Finance Committee Meeting April 14, 2022**

Directors & Committee Members Present:

on Zoom: Marcia McKeague, Terry Moulton, Larry Flood, Hannah Webber, Brooke Parish, Jim Kannry

Guests: Brett Miller and Rebekah Bridges, Bangor Savings Bank

Directors & Committee Members Absent: Brendan Reay, Tom Richardson

Staff Present: Hans Carlson, Chrissy Allen

The meeting convened at 9:15 am.

1. Minutes from the January meeting were approved.
2. Brett provided a quarterly review of markets. Returns were negative after a strong March. International and emerging markets were the poorest performers. Volatility was expected in Q2 due to the Ukraine war and inflation. Fixed income performance has been very challenging. Interest rates are expected to rise.
3. Next Brett reviewed the performance of BHHT's investment portfolio. Asset allocations are very close to plan, but plans are to leave fixed income underweighted. Total fund NET of fee returns for 2022 was -3.49% and 10.28% since inception.
4. Hans provided a few highlights related to the Trust's financials. Donations have been stronger earlier in the year than expected. Expenses have been very close to budget.

The meeting adjourned at 10:15 am.

**The next meeting is planned for July 14, 2022, at 9:15 at the Library OR on Zoom.**

Submitted by Marcia McKeague, Blue Hill Heritage Trust Treasurer

Post meeting note: Brett Miller retired from BSB at the end of April. An interim account manager has been assigned to BHHT's account. He is Michael LeBel out of the New Hampshire office.

Blue Hill Heritage Trust Funds Tracking - Year or Month End Balances														
Accounts	Yr End 2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr End 2022
<b>Investment Account (Bangor Savings Bank/ Schwab)</b>														
BHHT Investments														
xxx-3682	4,476,561.11	4,330,775.74	4,265,467.01	4,340,221.64	4,089,225.72	4,091,871.96								
Gifting*														
xxx146	0.00	0.00	0.00	0.00	0.00	0.00								
<b>Total Invest Accounts</b>	<b>4,476,561.11</b>	<b>4,330,775.74</b>	<b>4,265,467.01</b>	<b>4,340,221.64</b>	<b>4,089,225.72</b>	<b>4,091,871.96</b>	<b>0.00</b>							
<b>Operating &amp; Temp Restricted Accounts** (Camden Nat'l Bank)</b>														
Checking														
xxx519	148,885.19	49,283.58	45,036.80	26,696.41	39,002.73	45,980.35								
Money Market														
xxxx0792	1,217,442.58	1,337,519.80	1,317,591.05	1,228,666.42	1,183,738.17	1,183,806.28								
<b>Total Op &amp; Temp Res Accts</b>	<b>1,366,327.77</b>	<b>1,386,803.38</b>	<b>1,362,627.85</b>	<b>1,255,362.83</b>	<b>1,222,740.90</b>	<b>1,229,786.63</b>	<b>0.00</b>							
<b>Total All Accounts</b>	<b>5,842,888.88</b>	<b>5,717,579.12</b>	<b>5,628,094.86</b>	<b>5,595,584.47</b>	<b>5,311,966.62</b>	<b>5,321,658.59</b>	<b>0.00</b>							
*stock gifts to be received here, then transferred to Camden account														
** Contains some restricted funds for upcoming projects.														
<b>Current Year Notable Items:</b>														
Jan Investments dropped \$146K from year end due to bond fund performance														
Feb Investments dropped \$65K at month end, war in Ukraine is making stock markets volatile														
Mar Investments gained \$75K, significant expenses this month; new truck, build out consult, surveying for Wall, Mtn, Duck Marsh														
Apr Investments down \$387K for the year - rough month for both stocks & bonds. Employer contributions to employee IRA's made. Brett Miller departed BSB at month end.														
May We held our own in May - no significant changes to balances from prior month. New account manager assigned to BHHT is Michael Lebel.														
Jun														
Jul														
Aug														
Sep														
Oct														
Nov														
Dec														

		2022 Budget	6/1/2022
<b>Expense</b>			
<u>Contractual</u>			
Total Contractual	\$	350,750.00	\$ 108,947.00
			31%
<u>Development</u>			
Total Development	\$	14,500.00	\$ 385.00
			3%
<u>Fees &amp; Taxes</u>			
Total Fees & Taxes	\$	6,050.00	\$ 9,560.00
			158%
<u>Insurance</u>			
Total Insurance	\$	19,900.00	\$ 7,516.00
			38%
<u>Memberships</u>			
Total Memberships	\$	5,425.00	\$ 4,895.00
			90%
<u>Occupancy</u>			
Total Occupancy	\$	24,550.00	\$ 9,412.00
			38%
<u>Office Expenses</u>			
Total Office Expenses	\$	13,300.00	\$ 8,049.00
			61%
<u>Outreach</u>			
Total Outreach	\$	26,350.00	\$ 6,729.00
			26%
<u>Personnel</u>			
Total Personnel	\$	489,569.00	\$ 195,098.00
			40%
<u>Printing &amp; Publications</u>			
Total Printing & Publications	\$	5,500.00	\$ 4,480.00
			81%
<u>Real Estate Taxes Conserved Land</u>			
Total	\$	23,000.00	\$ -
			0%
<u>Stewardship Expense</u>			
Total Stewardship Expense	\$	157,500.00	\$ 3,410.00
			2%
<u>Training</u>			
Total Training	\$	6,500.00	\$ 800.00
			12%
<u>Travel</u>			
Total Travel	\$	1,750.00	\$ 1,752.00
			100%
<u>Vehicle Expense</u>			
Total Vehicle Expense	\$	4,000.00	\$ 2,859.00
			71%
<u>Misc. Expense</u>			
Total Misc. Expense	\$	-	\$ -
<b>Total Operational Expense</b>	<b>\$</b>	<b>1,148,644.00</b>	<b>\$ 363,892.00</b>
			32%

2022 Budget neglected UBIT

Blue Hill Heritage Trust, Inc.  
Profit & Loss  
January through May 2022

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	<u>Jan - May 22</u>
Ordinary Income/Expense	
Income	<u>214,930.60</u>
Gross Profit	214,930.60
Expense	
Contractual	108,947.47
Development	385.34
Fees & Taxes	9,560.10
Insurance	7,516.26
Interest Expense	2,659.76
Memberships	4,895.00
Occupancy	6,752.83
Office Expenses	8,048.64
Outreach	6,729.09
Personnel	195,097.80
Printing	4,479.74
Real Est Tax- Conservation Land	0.00
Stewardship Expense	3,410.36
Training	799.44
Travel	1,751.71
Vehicle Expense	<u>2,859.19</u>
Total Expense	<u>363,892.73</u>
Net Ordinary Income	-148,962.13
Other Income/Expense	
Other Income	
Interest & Dividends	
Inv Acct Interest & Dividends	11,812.86

12:01 PM  
06/07/22  
Accrual Basis

Blue Hill Heritage Trust, Inc.  
Profit & Loss  
January through May 2022

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	Jan - May 22
Interest Income - Cash Accounts	339.84
Total Interest & Dividends	12,152.70
Capital Gains Distributions	0.00
Realized/Unrealized Gains/Losses	-414,251.83
Total Other Income	-402,099.13
Other Expense	
Capital Equipment Purchases	55,615.95
Investment Account Fees	4,896.42
Total Other Expense	60,512.37
Net Other Income	-462,611.50
Net Income	-611,573.63

Blue Hill Heritage Trust, Inc.  
Balance Sheet  
As of May 31, 2022

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	May 31, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	1,219,405.19
Accounts Receivable	
Pledges Receivable	639,000.00
Total Accounts Receivable	639,000.00
Other Current Assets	
Discount Pledges Receivable	-98,067.81
Prepaid Expense	3,924.97
Grants Receivable	847,500.00
Lease Income Receivable	8,200.00
Total Other Current Assets	761,557.16
Total Current Assets	2,619,962.35
Fixed Assets	
Knight Office Building	229,098.54
Howell Farmhouse	281,711.40
Equipment Assets	35,157.17
Accumulated Depreciation	-49,413.97
Conservation Land.	8,734,101.95
Land Improvements	2,500.00
Ellen Best Escrow Account	200,000.00
Total Fixed Assets	9,433,155.09
Other Assets	
C Corp Shares	335,000.00
Charles Schwab 3682	4,091,871.96
Total Other Assets	4,426,871.96
<b>TOTAL ASSETS</b>	<b>16,479,989.40</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	47,517.53
Long Term Liabilities	153,048.59
Total Liabilities	200,566.12

Blue Hill Heritage Trust, Inc.  
Balance Sheet  
As of May 31, 2022

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	May 31, 22
Equity	
Net Invested Property & Equip	508,681.92
Unrestricted	
Designated for Stewardship	1,404,216.02
Designated for Operations	623,739.03
Designated CE Defense	160,340.98
Designated for Land Protection	365,202.00
Designated Conservation Land	4,210,226.10
Unrestricted - Other	-3,671,312.91
	<hr/>
Total Unrestricted	3,092,411.22
Temporarily Restricted	
General Stewardship	1,323,803.39
Special Projects Account	1,048,222.00
Grants & Pledges for Future ...	1,003,432.77
	<hr/>
Total Temporarily Restricted	3,375,458.16
Permanently Restricted	
Dow Internship Fund	124,500.00
Operating Endowment	25,000.00
Land	4,523,876.07
	<hr/>
Total Permanently Restricted	4,673,376.07
Retained Earnings	4,857,357.59
Net Income	-227,861.68
	<hr/>
Total Equity	16,279,423.28
TOTAL LIABILITIES & EQUITY	<hr/> <hr/>

**F-1**  
**Consent Agenda**  
**Executive Committee Meeting**  
**May 13th, 2022, via Zoom**

Members Present: Hannah Webber, Sarah King, Marcia McKeague, Samantha Haskell, Peter Clapp, Norm Alt; Staff Present: Hans Carlson

The meeting was called to order at 8:33am.

The minutes of the March 11th meeting were approved unanimously with the following corrections: There was *1.1M* (not 3.1M) in the Camden National Account at the time of the meeting, and *250K* (not 350K) allocated for operations.

**Financial report:** Our Schwab account balance (down to 3.9M this morning) reflects the overall negative economic trends globally. Brett Miller, our account manager at Bangor Savings Bank, will be retiring at the end of month. We will be assigned a new contact there soon and the management investment team will look after our accounts in the interim. We currently have 1.2M in bank, with 256K of that sum unrestricted and undesignated, 300K allocated for lands, 600K allocated for various projects. Our annual audit will begin in June, conducted again by Cheryl Boulet, CPA.

**Lands: Wallamatogus:** Ellen Best, our legal counsel, has submitted easement proposals to the town of Penobscot and other landowners in pursuit of a public right of way to the property. The Land for Maine's Future (LMF) Board is meeting on May 24th and Hans will attend to present project details. Funding decisions are expected by the end of the month. We are still waiting to hear on a couple of other large grants for project funding, with anticipated responses by early summer. Additionally, the cell tower lease on the property is up for renewal, so Tom Duffus of The Conservation Fund (TCF) and Hans will sit down with the American Tower representatives in the next few weeks to advocate for an increased lease payment (20K/year, up from 10K.) The original lease was set when the tower was inactive, but there will now be service by 2 or 3 providers.

**Duck Marsh:** This project on First Pond is progressing. An easement swap was completed and we're currently waiting on an appraisal.

**Edgehill:** The cabin has been removed, so the last steps to completion of the project should be moving forward by early June, pending LMF's response. The road created to access the cabin teardown will be turned into a trail, so public access will be available quickly when the time comes.

**Blumberg:** This property in downtown Blue Hill, which had been previously discussed as a potential donation to BHHT, has been sold and is no longer in play as a potential conservation piece.

**Howell Farm:** The lease remains month to month; a final lease with Mr. Giordano is still in the works.

**Organizational Coach:** Marcie Hirsch will be sending a survey to Board members and conducting interviews with some Board and all Staff during the month of May as part of her ongoing work.

With no further questions or comments, the meeting was adjourned at 8:59.

Respectfully submitted,  
Samantha Haskell, Secretary

## Minutes to the Lands Committee Meeting – May 19, 2022

A regular meeting of the Lands Committee was held in the Howard Room of the Blue Hill Library on May 19, 2022. The meeting was called to order at 5:15 PM by Marcia McKeague, Acting Chair. Committee members present: Randy Curtis, Samantha Haskell, Marcia McKeague, Norm Alt, Hannah Webber, and Nick Sichterman. Committee Member absent: Ellen Best, Peter Clapp, and Jon Hopkins. Staff Present: Hans Carlson, ED, and George Fields, Assoc. Dir.

1. The **Minutes** from March 17, 2022, were approved unanimously.
2. **Update on current projects.** The update was provided by George Fields and includes comments and actions by the committee.
3. **Project Updates – Active**
  - **Allen Blueberry – Togus – Penobscot** – Fundraising is advancing for the project. Hans will meet with the LMF Board to present on Togus and answer questions. Hans also met with Town of Penobscot Selectboard about a trail access along / through the dump parcel, which was granted. George has spoken with the neighboring owners, the Findlay's about a 6 ft wide ROW (to be recorded) from dump parcel to Togus parcel. Findlay's also offered up a vehicle maintenance access, not to be recorded, on the current utility easement road for the Cell Tower. Awaiting signed pedestrian ROW agreement.
  - **NAWCA – Edgehill – Sedgwick** – Structures and clutter have been removed from the parcel. Parking area and start of access path into the property near completion. Plan on closing by end of June. Still working on easement access to north side of Mill Pond with abutting owners.
  - **NAWCA – Steve Allen – Blue Hill** – Survey complete. Appraisal to satisfy NAWCA will be finalized upon ROW recordings to parcel. Negotiation with property owner commences upon completion of appraisal.
  - **Keebler – Wallamatogus – Penobscot** – A 51.5-acre parcel adjacent to the NW corner of the Allen-Wallamatogus property is due to be sold by end of May. Originally on the market at \$299,900. BHHT had an appraisal done on the parcel with a resulting property value of \$163,000. Concern about process was voiced by one member of committee, particularly why this parcel as not purchased prior to signing agreement with TCF for the Allen Blueberry – Togus property. Staff explained that the Keebler parcel did not come on the market until after BHHT made public its intent to purchase from TCF. Purchase at appraised value well below initial asking price was not an option that Mr. Keebler was willing to entertain.
  - **Morse – Aman – Pierce Pond – Penobscot** – Hans has met with Catherine Morse and Tony Aman about a 75-acre tract on the north side of Pierce Pond. Approximately 18 acres of the parcel is wet meadow adjacent to the shore. The parcel is to the NE of the Allen-Wallamatogus property and does not abut. The parcel was appraised at \$46,000 (\$613/acre).

Morse-Aman has let it be known that they will sell for FMV, but no bargain sale. Hans to meet with both to determine next steps forward.

- **GSA Wetland – Blue Hill – CE Gift** – Sal McCloskey just finished deed research on the parcel, Linda Campbell in Deer Isle will be conducting the survey of the area along with the 16.5 acre parcel we acquired from the Town via auction in the near future.
- **High Head – Curlik – Blue Hill – CE Gift** – The Board of Directors accepted folding this 4.12-acre parcel into the Curlik’s High Head CE that we hold. George has yet to ask Curliks for contribution of \$4000 to cover expenses and bolster the CE Defense Fund, but will do so soon.
- **Seocond Pond – Carleton Stream – Blue Hill / Sedgwick -- A 636-acre parcel** in Blue Hill, with frontage on Second Pond and Carleton Stream has been put on the market, listed at \$987,000. The parcel contains the remediated site of the Kerr American mine, covering 58 acres. The staff feels the parcel is greatly overpriced, but worth investigating for its considerable conservation value. Realtor for the property, granted permission to conduct an appraisal just prior to the meeting. George will arrange with an appraiser in the coming weeks.
- **Brown – Blueberry Commons – Blue Hill / Sedgwick** – was left off the Project Update list to the group. No progress or communication with Mr. Brown despite multiple attempts in the past few months.
- **Newbury Neck – Smith – Surry – CE Gift** – Property has been transferred within family unit, and the deeds recorded. The surveyor updated the plan for filing at the Registry. George will update photos and the Baseline Document Report (BDR). Draft of the CE document has been provided to Ellen, less the new access and plan changes. Anticipate closing in late summer.
- **Blumberg – Cemetery Lot – Blue Hill** – The in-town parcel has been sold.

The next Lands Committee Meeting is Thursday, July 21, 2022, at 5:15 p.m.
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Meeting adjourned at 6:10 p.m.

Respectfully submitted, George Fields, Associate Director

## Development Committee MINUTES

May 24<sup>th</sup>, 2022, 9:00 am

BHHT Office, Outside

Present: Hannah Webber (via phone), Mary Barnes, Kate Tomkins, Randy Curtis, Doug Cowan.

Staff present: Chrissy Allen

Absent: Hans Carlson

Meeting commenced at 9:08 am

1. **Unanimously approved minutes from past meeting.**
2. **Annual Operating Campaign numbers YTD as of May 16,**

**2022**

**2022 YTD \$95,571**

**Donors:**

New Donors: 26

Consecutive Year Donors: 146

Recaptured (lapsed) Donors: 77

**2021 YTD \$80,055**

**Donors:**

New Donors: 42

Consecutive Year Donors: 130

Recaptured (lapsed) Donors: 83

Donors are getting a few things in print, but electronic communications have been a good transition. Excel spreadsheet being developed to gauge engagement at events (online and in person), how many coming to events are not current donors? Will cross check at end of year about acquisition of new donors from events. Landere working on evaluation strategy for her program. Tracking mission focus, numbers. Donation flyer being printed this week – 1,000 copies.

### 3. **Grants and Fundraising Update**

A) Wallamtoogus Fundraising - \$500k raised, including what MCHT has raised – which is \$100k. Hans to present to LMF in Augusta today. Should hear back within a month. USFS – we should hear in next two weeks. Chrissy leading a group of “Penobscot Stewards” retirees who go on tours from Belfast around Penobscot Bay. Bailey Bowden to assist in hosting with Chrissy. Penobscot Days – will be there. Castine Farmer’s Markets too. Figuring out who will host a Togus fundraiser, will be later in summer. If all big grants come in, additional funds for stewardship will be raised. Randy suggested an adopt and acre program with local school kids, a hike a thon was also proposed as a potential community fundraiser.

B) Grants: Onion Foundation – supporting edible landscape project with GSA @ Murphy Trail. They have larger grant program starting up soon. Chrissy has a strong relationship with Onion. Did not get AARP grant. Chrissy talking to Hastings Foundation about Edible Landscape. Funds for edible landscape will go to paying indigenous women for their work establishing plant nurseries, materials, education with GSA and Sedgwick School.

4. **HS Event in July** – Event will be July 9 at Kitty Clements’ house.
  - A) Talking points: Wallamatogus, interns, Mary: maybe have three different perspectives? Interns, Board? Staff? Planned Giving? Have a person who is a planned giver stand up and talk about it. Ask people to join them in giving. Hannah: could we think of three people who speak about how they give through planned giving?
  - B) Prepping board and staff: Understand role: staff and board need to be out talking to others, wearing name tags. Asking questions of HS members: what’s most important to you about the trust? Ask HS members why they like trust. Need for a crib sheet for everyone – staff/board before the party. Assign specific donors to each board member or staff? Or pair up staff and board?
  
5. **Annual Gathering Plan**– Aug 11 – on the mountain. Full Moon. Early evening picnic with music (maybe Kneisel Hall), quick update on what’s happening – Togus, etc. Then invite people to hike to top for moon rise. Family friendly, watermelon and some refreshments. BYOB. Figure out rain date – probably the following day. Simple, open to public. No big ask.
  
6. **Planned Giving Campaign for 2022**
  - A) No brochure yet – trifold, easy to mail. Needs to just be part of our menu of materials. Tracy Curtis helping with development of the brochure. Chrissy to email to committee when Beth back in office. Cover letter should highlight impact on organizations.
  - B) Strategy for 2022 – Chrissy to look at Jackson Lab discussion from before. Add to conversations with people we are stewarding. Talk about LEGACY, will. Not “planned giving. Emphasize the impact of planned giving over time – and so crucial to the long term viability of nonprofits.
  
7. **Development Committee**

Need for additional Dev Comm members. A few options were discussed. Should we focus on people from towns that are not currently represented? Brooklin? Castine? Kate to ask Jon and Peggy for ideas re: Brooklin; Johanna and Brooke re: Castine?

ALL board members who make significant contact with donors must enter info in LGL, so Chrissy and Hans are aware, and are up to speed and know the history of any conversations that are happening. Building the history of contacts with donors is so important to long-term stewardship of donors. If board have questions about LGL or what constitutes a contact worth recording, reach out to Chrissy.
  
8. **New Business**

Surry Forest cookbooks have been developed by teachers in Orono. 100 copies will be on sale this summer.
  
9. **Adjournment** – 10:53 am

**Remaining 2022 Meetings- 9am**

7/26, 9/27, 11/8

**Strategic Initiatives Committee Minutes**  
**Howard Room, April 26th, 2022**

Members Present: Mary Barnes, Johanna Barrett (via Zoom), Randy Curtis, Samantha Haskell, Sarah King, Hannah Webber, Tate Yoder; Hans Carlson, George Fields, Sandy Walczyk. Absent: Charlie Baldwin

The meeting was called to order at 5:16

It was established that going forward, meetings will again be on the third Thursday of the month, except Nov. & Dec. Remaining 2022 meeting dates are 5/17, 6/21, 7/19, 8/16, 9/20, 10/18, 11/8, & 12/27.

The minutes of the March 29th meeting were approved unanimously.

The May meeting will consist of a presentation from rbouvier consulting. Hans has received a progress update; they have three staff members currently working to understand demographic changes, climate migration data, and carrying capacity on the peninsula through economic, social, and infrastructure lenses. The meeting with them on the 17th will be open to all Board members, and will include questions the consultants have for BHHT, to help shape the remainder of their work going forward.

Discussion for the remainder of the meeting focused on strategy for finalizing the Conservation Plan. Samantha presented the group with two documents: a synthesis of committee members' input on the “themes” of the Plan, and a flow chart of the relationship between the Strategic Plan, the Conservation Plan, and an Acquisition Strategy. The group discussed the process of delineating broad themes, practical goals, and tactical actions. The need for shared definitions of particular vocabulary, including “intact rural landscape,” “sustainability,” “outreach,” and even “conservation” was established as a part of the work going forward. The group will also continue to compile a list of tools and supports for the work of conservation, which will find a place in the future documents.

Comments included ensuring the final document was inherently useful to the organization, that “conservation” is part of the work of *every* staff member not just in acquisitions, and the potential that in 2050 land trusts may no longer be purchasing land as a tactic for achieving conservation goals, so to be sure we reach out to that perspective in the plan. The group agreed that finding ways for conservation to happen on land under private ownership is paramount; this is one place where relationship building, economics and outreach overlap (or become) the work of conservation.

Sarah offered to create an outline for the group to work from going forward. Future meetings (beginning in June) will focus specifically on one theme each, and we will define its role in our conservation work, our goals around it, and actions/strategies for achieving success.

The meeting adjourned at 6:31

## Strategic Initiatives Committee Minutes May 17th, 2022, Howard Room

Committee Members present: Sarah King, Randy Curtis, Samantha Haskell, Hannah Webber, Johanna Barrett, Tate Yoder Absent: Mary Barnes, Charlie Baldwin; Staff Present: George Fields, Hans Carlson, Chrissy Allen, Sandy Walczyk; Guests Present: Norm Alt, Marcia McKeague, Rachel Bouvier, President of rbouvier consulting; Joie Grandbois, research associate and program manager; Avery Varney, research associate; Rachel Rumson, Administrator

The meeting was called to order at 5:17.

The group met to receive a progress report from rbouvier consulting on their carrying capacity study.

Research Associate Avery Varney presented data on population trends on the peninsula in the context of the Covid-19 pandemic. Using metrics from USPS address changes, school enrollment, and home purchases, the group has deduced a generally upward trend in population to the peninsula; a 40% increase in address changes over past years coming predominantly from metro areas, school enrollment the highest in a decade in some peninsula schools while overall national averages were down, and home purchases rising in 2020 and leveling in 2021.

Joie Grandbois presented on the general trend of “climate migration” (relocation to areas perceived to be more resilient and safe). The Blue Hill peninsula ranks highly in these perceptions and provides relative affordability, safety, and accessibility. Most households relocating for this reason are coming from the east coast, however the wildfires in the west also spur a significant portion of climate migrants nationwide. Many of these relocators have higher incomes than the current area averages, and are not reliant on local employment for livelihood, with remote work becoming more accessible. Most data indicate climate migrants are predominantly multi-person households and small families. Example impacts of this are a change in expectations of available services, increase in housing prices, and school enrollment. Despite perceptions of safety and resiliency, the Blue Hill peninsula is still at high risk for increased storm impact and sea level rise.

Rachel Bouvier presented on the carrying capacity metrics delineating her approach to physical, economic and social capacity explaining that “carrying capacity” as an ecological term includes all three areas when referencing human systems. For each domain, she will outline indicators and thresholds (or acceptable levels of pressure), but noted she will ask for definitions from BHHT for some levels of acceptability. She will then evaluate the indicators on a relative scale and assign scores, as well as predict changes. She is also working with FB Environmental for some of the base level GIS mapping information which will inform where and how the domains converge.

Questions were posed around our definition of “intact rural landscape.” Discussion ensued around how to best use the data internally and externally once we have the final product, how the information will sync with or update the McMahan focus areas, how the definition of “rural” has changed in the time since that report, and how we can use this information to support municipal planning efforts.

Hans will continue communication with the consulting team, with feedback from the committee, to inform the remainder of their work. We are on track to receive a final report this summer.

The meeting adjourned at 6:35

Respectfully submitted, Samantha Haskell

Hi All- Below, please find highlights and updates from the Development Desk.

- **Donations to Date** – Things are still looking good and donations continue to be ahead of last year. As of this writing (6/7) we have just over \$116k in unrestricted contributions (2021 was \$87k) and \$80k for restricted projects (2021 was \$25k). Please see the Dev Comm Minutes for more information.
- **Grants & Foundations- WALLAMATOGUS!!!** We have successfully been awarded the Land for Maine's Future grant for \$400k, the USFS Community Forest grant for \$329k, and an Anonymous Foundation grant for \$200k for Wallamatogus. Add to that the \$500k already raised and we have ourselves a new property! We will do some small community fundraising over the summer for local engagement and hope to close in September, 2 years ahead of schedule. Woot!  
Other grants for the Edible Landscape and Accessible Trails have been successful, including funding for a spin off program with George Stevens Academy with the Edible Landscape project with Kathy Pollard and Ann Pollard Ranco. Several grants are still pending, and the summer season is upon us so we will be trying to connect with many family foundations while they are in town.
- **Heritage Society & Steward's Circle Events-** June's event will be on the 24<sup>th</sup> from 10am-Noon and is a tour of the Surry Forest Edible Landscape with Know Your Land Consulting. Please come if you can!  
**July 9<sup>th</sup> is the big cocktail party at Kitty and Tom Clement's home.** Full attendance from Staff and Board is really appreciated and important at this event. We will have more so say about this event in an upcoming email.
- **Donor Stewardship Efforts-** Thanks to everyone who has helped write thank you notes or make phone calls to our \$500+ donors. This is a big effort and an important one. The Development Committee will be doing more targeted donor stewardship this summer and have a hefty list of donors to work through. A big thank you to them for helping me craft this plan and for taking on this big task.
- **Publications-** We have a new info/donor brochure that we will be placing around the peninsula and have at the office and farmer's market. It will be great to give all the staff and board a stack to keep in your cars in case you find yourself having a conversation with folks and want to hand one out.
- **Outdoors for Everyone: Maine Accessibility Workshop-** I am spearheading a state-wide workshop for land trust and public landowners on October 5th. I am partnering with Peter Doehring who is a co-author of the "Open To All" guide I helped write for LTA last year. Also partnering and helping with funding and logistics is Donna Bissett and Whit Whitney from Maine Land Trust Network. The purpose of this workshop will be to provide land trusts in Maine with a deep understanding of the LTA Disability Inclusion Guide and how to use it as a resource, as well as inspiration for making their LT more inclusive and accessible to all members of society.

*-Respectfully, Chrissy*

## The 2022 James W. Dow Interns



Andrea "Apple" Lieser has roots in Castine and is attending Whitman College, in Washington State. She is a rising junior majoring in Environmental Studies and Politics with a minor in Creative Writing. Apple served as a Field Representative with OurClimate, a non-profit organization that educates young people with the ins and outs of climate legislation and lobbying. This coming Fall, she will be participating in Whitman's program Semester in the West, learning about environmental politics of the American West and engaging in land conservation projects as the group of 20 travels about. Apple is primarily funded by the Jeannie Becton pledge.



Emily O'Brien also has roots in Castine and is attending Connecticut College. She is a rising junior majoring in Government / Dance. Emily is interested in conservation administration and environmental protection with a focus on sustainable agriculture. Hailing from D.C. metro Maryland area, she has interned with H Street Farms through Cultivate the City (Washington, D.C.), an organization created to inspire healthy and sustainable living by empowering communities with tools and training for urban agriculture. While at college she is also working with the Holleran Center to engage with local food security programs. Emily is funded through BHHT operations.



Hayley Gibbs has roots in Connecticut and is attending Paul Smith's College in New York. Also, a rising junior, focused on ecological restoration. She has experience with invasive plant control, trail maintenance, and conducting wildlife inventories while volunteering at Tyler Mill Conservation Commission, in her hometown of Wallingford and Sebasticook Regional Land Trust in Albion, Maine. Hayley is primarily funded through the Richard G. Rockefeller Intern Program.