

4pm, May 25, 2021

Zoom link: <https://zoom.us/j/91086172093?pwd=RWhZQmhEYWo0WUIxWVI4MFk0V0REZz09>

e. Annual Audit – FY2020-21 Financial Statements

**H. Committee Updates**

2. **Major Gifts Committee** (*minutes, pg. 15*)
3. **Membership & Marketing Committee** (*minutes, pg. 16*)
4. **Finance and Investment Committee** (*minutes at 4pm, pg. 18*)
5. **Land Protection Committee** (*minutes, pg. 27*)
6. **Stewardship Committee** (*minutes, pg. 29*)
7. **Building Committee** (*minutes, pg. 31*)
8. **Board Advancement Committee** (*minutes, pg. 32*)
9. **Executive Committee** (*minutes, pg. 34*)

**I. New/Future Business**

**J. Executive Session:**

**Upcoming Committees / Board Meetings:**

Wednesday, May 26 <sup>th</sup>	9 – 2pm: DEI Workshop w/Hutchinson Center
Friday, May 28 <sup>th</sup>	9:30am: Building Committee
TBD, June 7 <sup>th</sup> or 12 <sup>th</sup>	12 noon: Membership & Marketing Committee
Tues., June 8 <sup>th</sup>	1:15pm Stewardship Committee 4:00pm Executive Committee
Weds., June 9 <sup>th</sup>	2pm Major Gifts Committee 3:30pm Land Protection Committee
Weds, June 16 <sup>th</sup>	1:00pm Finance Committee 2:30pm Board Advancement Committee 4pm: DEI Workgroup meeting
Tuesday, June 22 <sup>nd</sup>	4pm Board Meeting
Thurs, July 29 <sup>th</sup>	Conservation Partners Party
Tues., Sept. 28 <sup>th</sup>	Annual Meeting

Minutes  
Coastal Mountains Land Trust  
Board of Directors Meeting  
April 27, 2021

Board members present: Wallingford, President; Call, Collins, Conard, Gabel, Johnson, McLaughlin Pike, Moore, Noble, Rittmaster, Ruffin, Thanhauser, Urey, White, Wolfe  
Staff present: Stewart, Gates, O'Neill, Rogers, Shaida

The virtual meeting came to order at 4:04 p.m. A quorum was present throughout.

A. What's Coastal Mountains Land Trust Got Going On Right Now?

The Bresnahan land donation, 100 acres at the foot of Ragged Mountain, closed this week. Three members of the local mountain biking community attended.

Stewart saw a moose cow and calf recently on the RTM trail.

B. Board Learning Session: Summary of Year-End Financials/Pie Charts – Malcolm White

Treasurer White gave a summary of year-end financials, including donations, grants and transfers.

C. Land Trust History: Newman Preserve and Greenlaw Farm Conservation Easement (MFT)

The Newman Preserve, ~52 acres off Route 52 in Northport, was donated to the Land Trust in 1998. Greenlaw Farm is a 500 - 600 ac. working farm owned by John Piotti, protected by a conservation easement held by Maine Farmland Trust, of which Piotti is a former director. Piotti may be interested in being a conservation buyer of some of the land between Greenlaw Farm and the Conard/Randall property in Northport. The intervening land includes a lot of wetland, and might be a candidate for funding through the North American Wetlands program (NAWCA). The Conard/Randall property is in the process of being donated to the Land Trust (see Item F. 4 below).

Stewart said the Land Trust has \$100,000 in funding. We might be able to use it for the Bloomstein project (Item F. 5 below).

D. Land Trust History: Passagassawakeag Headwaters/ Passy Lakes Focus Area

The Kyle Bloomstein property is 100 acres of land off Route 137 in Knox, located in the Passy Headwaters Area of Interest, adjacent to the Passy Headwaters Focus Area. Owning the Bloomstein land would potentially link the Bessey land, which many Board members have visited, with the Frye Mountain area, a 5,000-acre conservation area. [See F. 5 below, Board vote to purchase Bloomstein parcel.] We are thinking about how to continue a conversation with Bessey.

E. Board Focus on Development: Open Sharing of Success Stories and Member/Donor Profiles

Stewart reported that we have submitted two grant applications for support of community engagement, through the Bangor Savings Foundation and the Nellie Leaman Taft Foundation. We plan a new staff position in community engagement. We received \$15,000 from the Onion Foundation for this type of work; we are in the second of three years of funding from Onion. The Onion Foundation is a charity of Fritz and Susan Onion, who give money to land trusts for community engagement work. They have also given money to a local nonprofit mountain biking organization to help fund trails.

We got an invitation from the Anonymous Foundation to apply for an additional \$50,000 for the Round the Mountain project. We will learn more about that this week.

Stewart mentioned names of several donors who have given in the last month. Jane Carmell and Ken Donoghue, who have been CMLT members for years, recently became Evergreen members. About half the new Land Trust members this month come from the new property buyers program. People who buy property in our service region are given a year's free membership in the Land Trust, after which we encourage them to join as regular members. Dan and Cindy Edelman had been Conservation Partners, then stopped donating; they recently renewed as Conservation Partners. Alvin Chase, Board president at Georges River Land Trust, has donated a used mini-truck for use on the Round the Mountain Trail. It can carry gravel, but does not have a dump capability, although this could be added. The mini-truck has yet to be named. "Alvin" and "Chase" are two possibilities, named in honor of the donor. Collins suggested calling it "Tuck", after Mt. Tuck.

Scott Hoyt, who serves on the Land Protection Committee, has become a member of the Megunticook Society. Rick and Ann Bresnahan have donated land in Camden, which makes them members of the Megunticook Society. New Business Members include Viking Lumber and Front Street Shipyard.

F. Action Items

F 1. Approval of Minutes of March 23, 2021 Board Meeting

On motion of Noble/White, the minutes of the March 23 Board meeting were unanimously approved as distributed.

F 2. Approval of Public Issues Review Committee (PIRC) – Gabel

PIRC is proposed as a new ad hoc committee whose purpose is to consider whether the Land Trust should take an advocacy position, on an ad hoc basis, either for or against some proposed issue, action or bill, or decide to take no official position. The committee would make a recommendation to the Board of Directors, for final decision by the Board. Gabel said that to date the Land Trust has turned down one request to take an advocacy position; another request is pending. If the PIRC is approved by the Board, Land Protection Program Director Rogers will make a presentation to the committee about the issue of Wabenaki tribal sovereignty.

Discussion: Conard asked whether a change to the Bylaws would be needed in order to create the PIRC and initiate the proposed review process. Stewart said that creating this proposed new committee would not require changing the Bylaws, but only a change to the public policy process. Wallingford said that the Bylaws allow the Board to create committees as needed.

McLaughlin Pike asked whether staff members would get to review requests for the Land Trust to take a public position. She thinks it is important to get staff input. The committee's job description should include a statement that staff input is of great importance. Gabel said that two staff members are proposed to be members of the committee: Executive Director Stewart and Stewardship and Land Protection Manager Shaida. They could provide input from other staff members if desired. The full Board will make the final decision. Urey asked whether the PIRC must be unanimous in order to forward a recommendation to the full Board. Gabel thought that a majority of the PIRC membership would suffice to forward a recommendation to the Board. Moore asked whether the group would ever consider financially supporting an issue, e.g., contributing money to further a cause. Gabel said this would have to be considered on a case-by-case basis.

VOTE: On motion of Noble/Conard, Board members voted unanimously to approve the creation of an ad hoc Public Issues Review Committee to review and bring forth public issues for consideration by the Board of Directors.

F 3. Approval of Proposed Board Policy Revisions (p. 17-20 in Board packets for today's meeting)

Land Protection Program Director Rogers described proposed changes to Land Protection policies 11.4 and 11.4a, as set forth in the revised documents included in Board packets for today's meeting. (Proposed revised wording is given below.)

Policy 11.4 Conservation Planning and Project Prioritization

The Land Trust will maintain a conservation plan that determines land protection priorities for the service region, utilizing the most comprehensive array of natural, scenic, and outdoor recreation resource data available. Prior to every strategic plan, the Land Protection Committee will review the conservation plan and current conditions and make recommendations to the Board for Focus Areas, Areas of Interest, and Lands of High Community Value to prioritize in the land protection program.

Policy 11.4a Conservation in Focus Areas, Interest Areas, and of Lands of High Community Value

Parcels in Focus Areas will be the primary subjects of proactive outreach to landowners to encourage conservation of their parcels. Conservation options in Focus Areas include purchase, bargain sale, and donation of fee title or conservation easements and hence will require capital campaigns to fund land protection projects. Parcels in Interest Areas are secondary subjects of proactive outreach to landowners to encourage conservation of their parcel. The primary conservation options in Interest Areas are donations of land or conservation easements, using grants as

available and not competing with higher priority Focus Area projects. Parcels with high community values will also be a focus of proactive outreach, and fundraising through capital campaigns, Board allocations, and grants. Such projects will be given similar weight to Focus Area projects.

Board members had no questions or comments about the proposed wording. VOTE: On motion of Collins/Thanhauser, Board members voted unanimously to accept the proposed changes to Board policies 11.4 and 11.4a.

F 4. Approval of Conard/Randall Donation, Northport (p. 21- 26 in Board packets for today's meeting)

The Conard/Randall property donation is approximately 19 acres on Piper Stream off Piper Stream Road in Northport, proposed to be donated by Susan Conard and David Randall as Trustees of the David C. Randall Living Trust. The owners are retaining about 28 acres of adjacent land. The Land Trust proposes to put in a parking lot and trails on the donated land. The owners will donate \$21,000, which includes money for future stewardship of the donated land.

VOTE: On motion of Rittmaster, Board members voted unanimously to approve accepting the donation of approximately 19 acres of land on Piper Stream, off Piper Stream Road in Northport, from Susan Conard and David Randall, as Trustees of the David C. Randall Living Trust. The Board authorizes the President, or in her absence another officer of the Board of Directors, to execute all documents necessary to accept the donation. In addition, while it is anticipated that Conard and Randall will make a donation to cover the full expenses of the project, the Board of Directors approves all expenditures necessary to prepare for receipt of the donation and the allocation of money at closing of the acquisition, or as soon thereafter as funds are available, to the Conservation Lands Defense Temporarily Restricted Fund and the Land Trust Stewardship Reserve Temporarily Restricted Fund as described in the Policies of the Board of Directors. The estimated total cost of all such financial allocations will be no more than \$22,112.

F 5. Approval of Bloomstein Purchase, Town of Knox (p. 27 in Board packets)

Rogers described the property and adjacent land. The parcel to be purchased is 73.6 acres located off Rte 137 in Knox, northwest of Belfast. It is currently for sale for \$100,000, but not yet listed. We have \$100,000 available from a North American Wetlands Conservation Act (NAWCA) grant. The property to be conserved consists of this parcel and two adjacent donated parcels to the north, for a total of ~100 acres. The location is in the Marsh River headwaters, an area within the Passy Headwaters Area of Interest, adjacent to the Passy Headwaters Focus Area. The land includes a significant wetland complex and a small pond. This would be our first project in the town of Knox. Estimated total project costs include: land, \$100,000, contingent upon appraisal; an estimated \$8,000 for survey, appraisal, and legal expenses; and stewardship costs of \$12,952.50. Funding source: \$100,000 from NAWCA, plus funds from other sources, including possible other grants. A small parking lot would need to be installed off Rt. 137, and a gate to block off a woods road. Public benefits: protects an area for public recreation, protects important wildlife habitat, protects a scenic area. A lot of money is available just now for wetland conservation.

VOTE: On motion of McLaughlinPike/Collins, Board members voted unanimously to approve the fee acquisition of a 100-acre property located off Route 137 in Knox, Maine, owned by Kyle Bloomstein, with funds to be raised through a grant from the North American Wetland Conservation Act (NAWCA) grant program. The Board hereby authorizes its President, or in her absence another officer of the Board of Directors, to execute all documents necessary to enter into a purchase and sale agreement, contingent on funding availability and appraisal that confirms the purchase price is equal to or less than the market value of the property. In addition, the Board of Directors approves the allocation of funds for the stewardship of the property at the closing of the acquisition, or as soon thereafter as funds are available. The estimated total cost of all such financial allocations will be no more than \$21,000 to cover survey, legal, and appraisal expenses, and to set aside money for future stewardship.

6. Approval of Amended and Restated Conservation Easement on Penobscot Park, Lincolnville

On motion of Call/Collins, Board members voted unanimously to approve the amended and restated Penobscot Park Conservation Easement in Lincolnville for the purpose of securing public access to the property in perpetuity. Coastal Mountains Land Trust has held said conservation easement, recorded at the Waldo County Registry of Deeds in Book 2011 Page 225, since 2000, which protects shorefront on Penobscot Bay to ensure the property remains relatively undeveloped and available for outdoor recreation. As part of the transfer of the Penobscot Park property to the Town of Lincolnville, the purpose of this amended and restated conservation easement is to protect public access to the property and clarify municipal ownership.

As per our conservation easement amendment policy, this proposed amendment would result in clear gain to the conservation values of the property.

G. Priorities We're Working On – President and Executive Director

a. Development and Communications Coordinator Hiring Update

Ben Theyerl has been hired as Development and Communications Coordinator, to start work on June 7. He is in his mid-20s, a graduate of Colby College with a major in environmental studies. He is from Wisconsin, but has relatives in Waterville. Suggestions for housing would be welcome.

b. Community Engagement Coordinator Position Hiring Process Update

We are reviewing candidates, and hope to fill this position by mid- to late June.

c. Updating Personnel Handbook

Wallingford and Call have been working on updating the Personnel Handbook.

d. Status of Campaigns

We aim to raise \$200,000 for the Round the Mountain campaign, \$20,000 for Beech Hill, and \$75,000 for Mt. Tuck, for a total of \$295,000 to be raised over five or six weeks this spring. The project with the Water Company is moving forward nicely. It involves the Public Utilities Commission and Water Company shareholders, and might result in return of half the purchase price. On Mt. Tuck, we hope to hear about our Land Heritage grant next week.

e. Building Committee Updates: Foundation and Building Plans

Stewart showed Meg Barclay's architectural drawings of additional space at the Camden office. An addition at the east end of the building will provide 15 desk spaces. For now, the conference room will be used for additional staff work space. Kathy Young's former office will become two offices. Polly Jones's present space will become a waiting room. The deck has been removed. Soil samples have been taken to try to diagnose the cause of settling issues. They found burned material and debris at 8' - 12' across the whole site, and bedrock at 15' - 18' below grade. If we had gone a little deeper with the original foundation, the settling problems might have been avoided.

Air circulation and ventilation will be important. There is an existing air exchange system in the basement. Three new heat pumps offer a possibility for humidification, if not air conditioning in summer. Barclay says that HVAC is not her expertise, so we may use a consultant.

White is looking into fundraising options for the building expansion. We may try to raise half the cost and borrow the rest. We also need to start contacting contractors to do the work next year.

f. Website Development

A volunteer is doing a pro-bono rebuild of our website: a simple design, offering a quicker way to get to the most frequently used sites.

H. Committee Updates

Major Gifts Committee (minutes, p. 61): A Planned Giving workshop series will be offered on Thursdays for the next seven weeks. If any Board member wants to participate remotely, Stewart has details. We assume that the sessions are being recorded and will be available for viewing later.

Membership and Marketing (minutes, p. 63): Membership is going very well. Urey had nothing new to add to the minutes in Board packets.

Finance Committee: The committee met yesterday and went over some of the material in the pie charts that White showed at the start of today's Board meeting. All the numbers look good. The annual audit will be done next week. We should have financials by late May or June.

Land Protection Committee (minutes, p. 73): Rogers is being kept busy, a good sign.

Stewardship Committee (minutes, p. 76): There were no questions or comments.

Building Committee: See update and discussion in Item G e. above (p. 4).

Board Advancement Committee: The group met today and spent several hours discussing Board recruitment. We have about 10 likely nominees. Between now and 2024, eight present Board members will be term-limited off the Board, including Collins and McLaughlin Pike, who must leave the Board this year after serving for nine years. Our goal is to maintain the Board at 15 members. A group of members from Belfast and the Waldo County area will meet to brainstorm new Board prospects from that area. Emily McDevitt has been approached about joining the Board; she wants to delay appointment until this summer on account of family obligations. Rittmaster suggested an active trails volunteer as a prospective Board candidate.

Executive Committee (minutes, p. 79): There were no questions or comments.

#### I. New/Future Business

Stewart said the current thinking is to continue to hold Board meetings remotely via Zoom. An outdoors in-person meeting in summer might be feasible. Moore suggested meeting at Beech Nut. The Board might also meet at a location in Belfast. The present Board meeting room will be used for work space for new staff members, until the building addition is available.

Next Regular Board meeting: Tuesday, May 25, 4:00 p.m.

The meeting was adjourned at 5:34 p.m., followed by an executive session.

Respectfully submitted,

Susan S. R. Alexander  
Recording Secretary

**Coastal Mountains Land Trust**  
Conservation Project Information

Project Name: Lacombe Property, Ducktrap River Focus Area

Transaction type: Sale of land to Maine Department of Inland Fisheries and Wildlife

Current Property Owner: Coastal Mountains Land Trust, acquired from Bryan Lacombe in 2018.

Location: off the Pit Road, Lincolnville

Size: 3.21 Acres

Project Description: The Lacombe parcel is an inholding surrounded by land owned by the Maine Department of Inland Fisheries and Wildlife (IF&W). That property is ca. 70 acres and was transferred from the Land Trust in 1999 as part of the Ducktrap River Focus Area work with the Ducktrap Coalition. The IF&W property was originally owned by Bryan Lacombe as well, and he retained this ca 3-acre property for a potential hunting or fishing camp. He decided not to build a camp and decided to conserve it as well by selling it to the Land Trust, anticipating that the Land Trust could sell or transfer the property to IF&W when the state is in a position to acquire it.

1. Conservation Values and Public Benefits, including Internal Revenue Service factors defining "significant public benefit": The fee title acquisition will permanently protect the natural, scenic, ecological, and public access resources of this portion of the Ducktrap River.

2. Conservation Documents Summary: Deed from Coastal Mountains Land Trust to the Maine Department of Inland Fisheries and Wildlife

4. Estimated Closing Income:	Property sale price	\$13,000
	Expense reimbursement	\$3,137.35
	Total	\$14,137.35

5. Land Preservation Committee Recommendation: sell the property to Maine Department of Inland Fisheries and Wildlife at the proposed price.

***Conflict of Interest***

Member(s) of the Land Protection Committee and/or the Board of Directors must absent themselves from deliberations and any votes concerning this project if so required by the Land Trust's Conflict of Interest Policy. Each such member should consider any potential conflict of interest they may have concerning this project, as described in the Policies of the Board of Directors. Should such a conflict occur, the affected member should absent themselves prior to the discussion of this project at any Committee or Board of Directors' meeting; the minutes of any meetings that include consideration of this project must note all declared conflicts of interest, the name of the individual(s) concerned, and the absenting of those individuals from the consideration.

Attachments:

Delorme Map with project location identified

Project Map showing boundaries of parcel

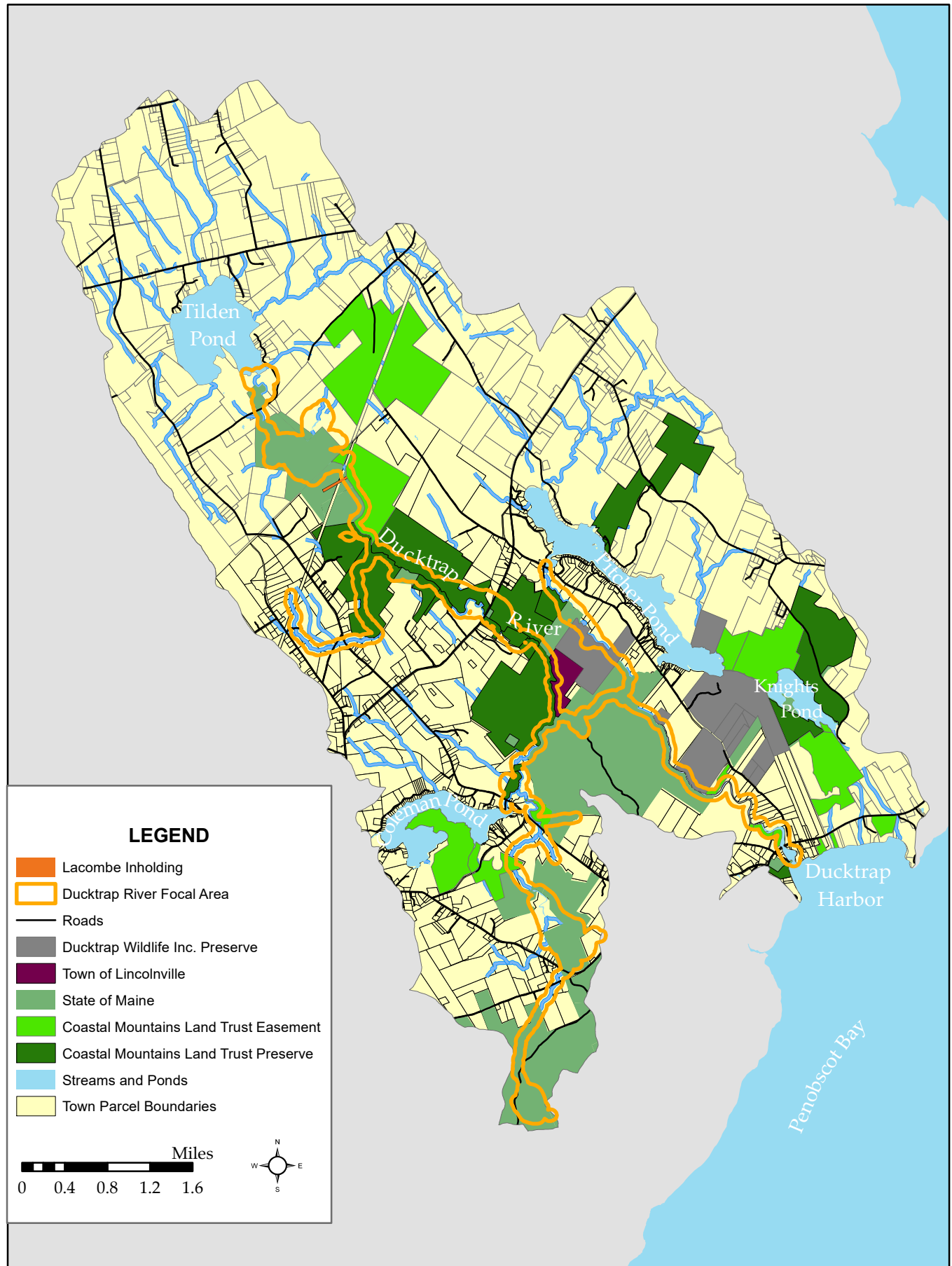


# Ducktrap River Watershed Focal Area

December 2018



COASTAL MOUNTAINS  
LAND TRUST

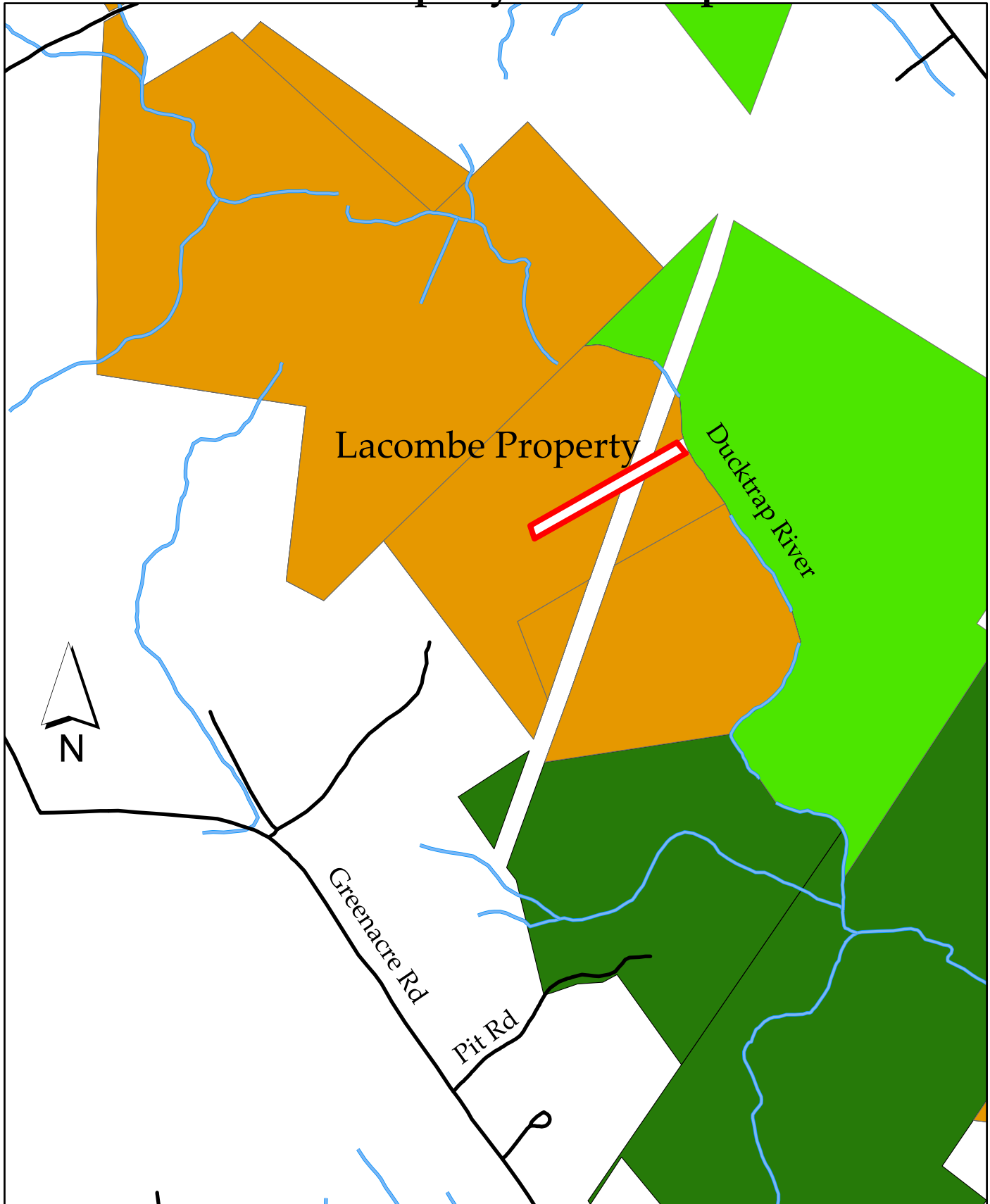


Cartography by Coastal Mountains Land Trust, December 2018.




Data provided by Maine Office of GIS and Coastal Mountains Land Trust.

Sourcefile: Lacombe Ducktrap Overview

# Lacombe Property - Ducktrap River



## Legend

-  State of Maine
-  Coastal Mountains Land Trust Easement
-  Coastal Mountains Land Trust Preserve

### Committee and Board Advancement Recruitment List

[illegible][illegible]



### **Mission Statement**

We permanently conserve land to benefit the natural and human communities of western Penobscot Bay.

#### **We accomplish our mission by:**

Working proactively and cooperatively with land owners to establish a system of conservation lands that feature: - habitat supporting biological diversity; - water resources, including rivers, lakes, wetlands, aquifers, and the bay; - farms and forests managed for sustained productivity; and - scenic landscapes essential to our sense of place. •

Sustaining the natural and historic values of our conservation lands through a strong stewardship program based on monitoring, management, restoration, and enforcement.

Providing opportunities for the public to access and explore natural places.

Promoting public awareness of and support for land conservation through a broad outreach effort.

Collaborating with towns, agencies, and other organizations to protect resources that meet exceptional needs in the communities we serve.

Engaging volunteers to help implement our conservation work.

### **Student Board Member**

Coastal Mountains Land Trust is looking for high school students to serve as a **member** on our Board of Directors representing their peers and their community in the furthering of our mission.

#### **Ian to add - Description of role and responsibilities**

#### **CANDIDATE INFORMATION**

Name: \_\_\_\_\_

School: \_\_\_\_\_

Grade

Level: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Number of Years Lived in Knox/Waldo Counties Area: \_\_\_\_\_

## STUDENT BOARD CANDIDATE QUESTIONNAIRE

1. Why do you wish to be a student representative on the CMLT Board of Directors?
  
  
  
  
  
  
  
  
  
  
2. If selected, how do you feel you could contribute to the success of Coastal Mountains Land Trust?
  
  
  
  
  
  
  
  
  
  
3. Are you willing to give time, energy and resources to support the mission of Coastal Mountains Land Trust?
  
  
  
  
  
  
  
  
  
  
4. Members stay connected to CMLT by meeting attendance, committee work, membership events, e-mail and other communications. Do you have the time and resources to be an active Member of the CMLT Board?
  
  
  
  
  
  
  
  
  
  
5. What does leadership mean to you?
  
  
  
  
  
  
  
  
  
  
6. Anything else you think we should know about you, or information about you that wasn't asked in the above questions?

Please complete the following before submitting your application.

1. A short essay (no more than 2 pages, double spaced) on a subject that you feel would be of interest to the Land Trust
2. A list of your extra curricular activities and your current academic interests including any specific comments on your interests or experiences related to public/community service.
3. A statement from your school counselor that you are a student in good standing.

5. A signed Parental Support Statement.

6. A signed School Support Agreement.

*Please submit a letter of recommendation with your application from a teacher, administrator, coach, or other professional adult you work or volunteer with. Please feel free to either mail, fax or email your completed application to the contact listed on Page 1*

### **Coastal Mountains Land Trust Student Membership Parental Support Statement**

I/We agree that our son/daughter if selected as a member to the Coastal Mountains Land Trust Board of Directors has my/our permission and support to serve as the Board member with full privileges and responsibilities of membership, excepting the vote. I/We also agree that we are willing to provide any transportation to Board meetings as well as other necessary Board events.

Signed by: \_\_\_\_\_ Parent / Guardian

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

### **School Support Agreement**

I agree if \_\_\_\_\_ (student name) is a student in good standing and if they are selected to the Coastal Mountains Board of Directors that he/she has my permission and support to participate in this extended educational opportunity.

Signed by: \_\_\_\_\_ Principal

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

### **To Apply:**

Submit this application by email to [info@coastalmountains.org](mailto:info@coastalmountains.org) or by mail to

101 Mount Battie Street, Camden, Maine 04843



Major Gifts Committee meeting (zoom)  
Monday May 17 12:30 EDT

Zoom link information <https://zoom.us/j/96598225581>

Attending: Tom Moore, Ian Stewart, Judy Wallingford, Courtney Collins, Nick Ruffin, Lys Pike

1. Hiring Update: status on new hires.
2. Major gifts/grants update: update on new major gifts/grants since last meeting – received or pending
3. Prospect Research: Review attached lists to **identify names for outreach**, invitation to hikes, face to face or telephone visits – all with the intent to see if they are willing to “up their game”  
In general, or in specific support of open campaigns.
  - a) new prospects
  - b) other members who have shown long term support
  - c) other lists
  - d) existing partners
4. Cultivation: Discuss any planned visits/hikes between now and end of June.
5. Board Training: Board fundraising training, specifically to support item 3 &4
6. Review discussion with Phil Conkling and possibly Bob Demont, regarding consultancy for a development process. Start formulating a goal in this regard, and next steps.
7. Planned Giving: Review current **planned giving data**, and the next step for advancing the subject. Do we agree that we should be developing a campaign plan to propose to the board?  
Consider: forming a sub-group involving several non-board members  
Getting a planned giving testimonial in our next newsletter.
8. Any old business?

**COASTAL MOUNTAINS  
LAND TRUST**



**Membership & Marketing Committee Meeting**

May 10, 2021, 12:00 – 1:30 pm

ZOOM

<https://zoom.us/j/97233506943>

**Attendance: Ian, Polly, Jack, Emily, Roger, Elisabeth, Darby**

**MEMBERSHIP DISCUSSION**

**1. Membership Case Statement Discussion**

- Follow-up / summary of new member calls

Unfortunately no one was able to connect with new members. Emily sent follow up emails and will update with any responses. We discussed sending a postcard to new members for a one or two sentence statement as to the reason they donated / joined. This launched the continuing discussion of whether we should automatically provide membership for someone who hasn't elected to be a member or if we should have an "opt in" option instead. Jack spoke anecdotally of one new member he bumped in to who was confused as to why their one time donation made them into a "member." No final consensus was reached on whether donors / volunteers should be automatically members with option to "opt out" or no members until they affirmatively "opt in." Currently, one would need to "opt out" of membership and we do not have a simple way for doing that. Perhaps a postcard to a new donor/volunteer with an "opt out" box would be appropriate. This will be a topic for future meetings.

**COMMUNITY ENGAGEMENT DISCUSSION:**

**2. Call for summer newsletter outings, adventures, things to do list**

With the summer newsletter, we intend to include a solid list of ways for people to get involved and get outside with the Land Trust this summer... ranging from volunteer opportunities, to organized events, to self-guided explorations. Committee members brought ideas about the best things to suggest for our members to consider doing this summer. (Elisabeth's 'Feets and Eats' is a perfect example of the type of thing we'd like to include). Suggestions included; swimming holes– St. Clair, Fernald's Neck, Knight Pond, Breslin on Pitcher Pond; Picnic spots, canoe launches, hikes, bike rides (with new Bresnehan parcel), publicize the Hike the Guide

**3. Summer Events check in / discussion**

- Arts on the Hill events – committee suggestions for August event/band?



Elisabeth has a possible lead on a Swedish band named "Frigg;"

Currently, we have Mojo Jazz and Bottomless Funk signed up. Discussion of having fiddle camp and HS Band performers as well.

- Trails Challenge

Timeline: August – October; committee likes moving forward with this.  
Suggestion of prize for covering all the trails.

Prizes – suggestions from committee; backpack?

Business sponsors – suggestions from committee; Maine Sport, SCS, CG Bikes, prior sponsors.

4. Overview Community Engagement Job Description  
(Attached)

Provided substantive and grammatical feedback. Also suggested posting to school resource offices, MLTN, some names came up that will be shared with Ian who would fit the job well.

5. Branding: "Round the Mountain Trail" - RTM or RMT – hashtags are part of TROMM branding, among other groups. Most are simple – Beech Hill, Coastal Mountains Land Trust, but Round the Mountain Trail needs to be defined and clarified. Round the Mountain ME is most consistent...needs some specificity so it doesn't tag a New Zealand trail, for example. Needs to be standardized. Also, create locations in Instagram. GRLT does this very well and Ian will try to touch base with them about how they accomplish it.

**COASTAL MOUNTAINS  
LAND TRUST**



Finance and Investment Committee

May 19th, 2021, 12 noon

**MINUTES**

**Invited:** Malcolm White (Treasurer), Roy Call, Landis Gabel, Tom Moore, Judy Wallingford, Malcolm White, Jay Freedman, Brad Hennemuth, Dan Johnson, Polly Jones and Ian Stewart.

**Discussion Items**

1. Committee update: Tom Moore is stepping down from the committee

2. Update on 2020-21 Financial Audit

*Audit went extremely smoothly. Expecting FY20-21 financial statements by the end of the week*

3. Discussion of Annual Financial Report for Newsletter

*Committee provided some input into the types of reports to create for the newsletter. Ian and Malcolm will work together to finalize simple transparent graphics to share.*

4. Review of Monthly Financial Reports

*Roy asked about annual insurance premium – explained by overpayment of HAS for three employees in past fiscal year. Ian reports that we are now expecting to come significantly under budget on the unemployment compensation line.*

5. Review of CMLT Investments

*Brad raised some questions about the amount of cash Trillium is caring in our funds. Additionally the committee asked about Trillium's approach to bond. Malcolm is going to open a communication with Sada at Trillium to get some clarification.*

6. Status of Capital Campaigns

*\$50,000 gift received for Round the Mountain this week!*

*\$15,000 grant received from Maine Outdoor Heritage Fund for Mt Tuck.*

<i>Period</i>	<i>Account Performance</i>	<i>S&amp;P Performance</i>	<i>Russell 2000 Small Cap</i>
<i>Past Month</i>	<i>5.5%</i>	<i>5.3%</i>	<i>2.1%</i>
<i>Past 3 months</i>	<i>12.5%</i>	<i>13.0%</i>	<i>9.6%</i>
<i>YTD</i>	<i>11.5%</i>	<i>11.8%</i>	<i>15.1%</i>
<i>Since Inception</i>	<i>14.7%</i>	<i>15.8%</i>	<i>14.4%</i>

**Status of Credit Line Loan, April 30, 2020: \$ 0 principal balance due.**

Transfers already completed for FY 2021-22 include: \$ 0

Transfers Available: \$ 146,600

**Coastal Mountains Land Trust**  
**Monthly Financial Dashboard**

**April 1st - April 30**      **Annual Budget**  
**4.30.21** YTD Monthly Analysis

	Percentage of fiscal year complete	8%	100%	
<b>Income</b>				
	Total YTD income*	<b>39549</b>	<b>745,800</b>	* includes special one-time
	Income as percentage of budget	5%	100%	forgiveable PPP funds
<b>Cash position</b>				
	Remaining Unrestricted Carryover Reserve	300444		
	Total endowment transfers available/not yet withdrawn	146600	<b>146,600</b>	
	Combined Total of Unrestricted Operating Carryover and Reserves to draw	<b>447044</b>		
	Credit Line Cash Availability/not yet withdrawn	100000		
<b>Expenses</b>				
	Total YTD expenses	<b>41891</b>	<b>675,882</b>	
	Expenses as percentage of budget	6.20%	100%	
<b>Campaign Income (subtracting 7% allocation to operating)</b>				
	Bald & Ragged Mountains	20	186,000	
	% of 2021-22 Needed B&R funds raised	0%	100%	
	Mt. Tuck Region of Interest	10	75000	
	Hurds Pond project	0	0	
	Beech Hill Expansion Project	0	30000	
	Other Projects		30000	

**Internal Land Protection Project Debts**

Remaining Mortgage for Mt. Tuck acquisition	5400
subtotal	<b>5400</b>

**Investment Performance**

<i>Period</i>	<i>Trillium Account Performance***</i>	<i>S&amp;P Performance</i>	<i>Russell 2000 Small Cap</i>
<i>Past Month</i>	5.5%	5.3%	2.1%
<i>Past 3 months</i>	12.5%	13.0%	9.6%
<i>YTD</i>	11.5%	11.8%	15.1%
<i>Since Inception</i>	14.7%	15.8%	14.4%

\*\*\* Note these performance figures only reflect the equity portion of our Reserves & Endowments assets invested with Trillium

<b>Summary of Reserve Funds</b>	<b>April 1st, 2020</b>	<b>Last Month</b>	<b>This Month</b>
General Reserves and Endowments	\$2,404,624	\$3,216,535	\$3,350,140
Total Land Protection Reserves	\$1,264,103	\$1,446,086	\$1,468,183 Cash (w/o pledges)
Total Round the Mountain Funds	\$855,649	\$852,727	\$814,747 Cash (w/o pledges)
Total Land Protection Reserves minus Round the Mountain funds	\$408,454	\$593,359	\$653,436
Total Stewardship Reserves	\$123,943	\$60,952	\$62,171 Cash***

# Coastal Mountains Land Trust

## Balance Sheet

As of April 30, 2021

	Apr 30, 21	Mar 31, 21	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1010 · Bangor Savings Bank #1898	29,136.41	40,278.63	(11,142.22)
1015 · CNB Operating Checking #6521	25,059.40	25,056.10	3.30
<b>ACQUISITION ACCOUNTS</b>			
1110 · BSB Acquisition ICS #8375	566,735.65	566,679.40	56.25
1115 · Trillium Fernald's Nk Acq #1778	421,054.62	409,955.49	11,099.13
1120 · Trillium Land Acquisition #0685	481,713.15	471,451.11	10,262.04
<b>Total ACQUISITION ACCOUNTS</b>	<b>1,469,503.42</b>	<b>1,448,086.00</b>	<b>21,417.42</b>
<b>STEWARDSHIP ACCOUNTS</b>			
1150 · BSB Stewardship Savings #0691	3,547.82	3,547.63	0.19
1155 · Trillium Stewardship #5932	56,272.51	55,054.33	1,218.18
1160 · CNB Unrestricted Checking #0093	2,350.18	2,350.16	0.02
<b>Total STEWARDSHIP ACCOUNTS</b>	<b>62,170.51</b>	<b>60,952.12</b>	<b>1,218.39</b>
<b>RESERVES &amp; ENDOWMENTS</b>			
1170 · Trillium Res & Endowments #1928	3,350,139.75	3,216,534.75	133,605.00
<b>Total RESERVES &amp; ENDOWMENTS</b>	<b>3,350,139.75</b>	<b>3,216,534.75</b>	<b>133,605.00</b>
1180 · State Unemployment CD #9286	4,923.81	4,922.77	1.04
1185 · Petty Cash	200.00	200.00	0.00
<b>Total Checking/Savings</b>	<b>4,941,133.30</b>	<b>4,796,030.37</b>	<b>145,102.93</b>
<b>Accounts Receivable</b>			
<b>1200 · Pledges Receivable</b>			
1205 · Pledges Rec-Bald & Ragged	47,833.32	47,833.32	0.00
1230 · Pledges Rec-Operating	30,000.00	30,000.00	0.00
<b>Total 1200 · Pledges Receivable</b>	<b>77,833.32</b>	<b>77,833.32</b>	<b>0.00</b>
<b>Total Accounts Receivable</b>	<b>77,833.32</b>	<b>77,833.32</b>	<b>0.00</b>
<b>Other Current Assets</b>			
1330 · Prepaid Insurance	4,629.05	4,629.05	0.00
1335 · Prepaid Exps-Other	7,050.00	5,400.00	1,650.00
1340 · Prepaid Land Costs	13,217.00	7,900.00	5,317.00
<b>Total Other Current Assets</b>	<b>24,896.05</b>	<b>17,929.05</b>	<b>6,967.00</b>
<b>Total Current Assets</b>	<b>5,043,862.67</b>	<b>4,891,792.74</b>	<b>152,069.93</b>
<b>Fixed Assets</b>			
1510 · Building-Office	263,004.91	263,004.91	0.00
1520 · Landscaping-Office	10,433.25	10,433.25	0.00
1530 · Land-Office	43,083.00	43,083.00	0.00
1540 · Furniture & Equipment	126,239.69	126,239.69	0.00
1550 · Vehicles	6,000.00	0.00	6,000.00
<b>1580 · Beech Hill Property</b>			
1581 · Beech Hill Barn	24,494.35	24,494.35	0.00
1582 · Beech Nut Renovation	564,242.73	564,242.73	0.00
<b>Total 1580 · Beech Hill Property</b>	<b>588,737.08</b>	<b>588,737.08</b>	<b>0.00</b>
1590 · Less accumulated depreciation	(470,668.64)	(470,668.64)	0.00

**Coastal Mountains Land Trust**  
**Balance Sheet**  
As of April 30, 2021

	Apr 30, 21	Mar 31, 21	\$ Change
<b>Total Fixed Assets</b>	566,829.29	560,829.29	6,000.00
<b>Other Assets</b>			
<b>1700 · Split-Interest Agreements</b>			
1710 · Beneficial Interest in CRUT	11,917.83	11,917.83	0.00
1720 · Beneficial Int. in CRUT/BELL	177,429.31	177,429.31	0.00
<b>Total 1700 · Split-Interest Agreements</b>	189,347.14	189,347.14	0.00
1740 · Steven GRLE	153,281.64	153,281.64	0.00
<b>1800 · Conservation Preserves</b>			
1805 · Conservation Preserves-FMV/Cost	25,572,693.34	25,572,693.34	0.00
1810 · CMLT Allowance for Impairment	(23,968,985.67)	(23,968,985.67)	0.00
1815 · Preserve Improvements	95,300.15	95,300.15	0.00
<b>Total 1800 · Conservation Preserves</b>	1,699,007.82	1,699,007.82	0.00
<b>1850 · Conservation Easements</b>			
1855 · Easements-Basis	3,652,024.00	3,652,024.00	0.00
1860 · CMLT Allowance for Easement	(3,652,024.00)	(3,652,024.00)	0.00
1865 · Easement Improvements	912,897.41	912,897.41	0.00
<b>Total 1850 · Conservation Easements</b>	912,897.41	912,897.41	0.00
<b>Total Other Assets</b>	2,954,534.01	2,954,534.01	0.00
<b>TOTAL ASSETS</b>	<b>8,565,225.97</b>	<b>8,407,156.04</b>	<b>158,069.93</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	1,812.16	2,325.51	(513.35)
<b>Total Accounts Payable</b>	1,812.16	2,325.51	(513.35)
<b>Other Current Liabilities</b>			
2110 · Accrued Vacation	4,506.92	4,506.92	0.00
2150 · Accrued Interest	1,678.52	1,678.52	0.00
<b>Total Other Current Liabilities</b>	6,185.44	6,185.44	0.00
<b>Total Current Liabilities</b>	7,997.60	8,510.95	(513.35)
<b>Long Term Liabilities</b>			
2512 · Mortgage Payable-Trumbull	5,400.00	6,750.00	(1,350.00)
<b>Total Long Term Liabilities</b>	5,400.00	6,750.00	(1,350.00)
<b>Total Liabilities</b>	13,397.60	15,260.95	(1,863.35)
<b>Equity</b>			
<b>Total Equity</b>	8,551,828.37	8,391,895.09	159,933.28
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,565,225.97</b>	<b>8,407,156.04</b>	<b>158,069.93</b>

Coastal Mountains Land Trust  
Restricted Funds and Grants Report

	Balance as of	Activity April 2021 -----						Fund	Less		Cash
	March 31, 2021	Contributions	Grants	Inv Income	Release of	Capital	Interfund	Balance as of	Outstanding	Cash	Fund Balance
		(Excl in-kind)		& Appreciation	Funds	Purchases	Transfer	Apr 30, 2021	Pledges	Advance	Apr 30, 2021
				(Net of Fees)	or Withdrawal		(& surplus fd transfers)				
RESERVES & ENDOWMENTS											
Permanently Restricted Funds (PRFs): Managed for long-term protection:											
Land Trust Endowment PRF - Corpus \$47,738.60	69,226.19	0.00		2,875.44	0.00	0.00	0.00	72,101.63			72,101.63
McLellan Poor Preserve Endowment PRF-Corpus \$22k	33,330.68	0.00		1,384.45	0.00	0.00	0.00	34,715.13			34,715.13
Fernalds Neck Preserve Endowment PRF-Corpus \$550k	713,471.46	0.00		29,635.42	0.00	0.00	0.00	743,106.88			743,106.88
Temporarily Restricted Funds (TRFs): Managed per restrictions:											
Land Trust Stewardship Reserve TRF-Contributions total-\$334,819.38)	337,319.38	0.00		0.00	0.00	0.00	0.00	337,319.38			337,319.38
Conservation Lands Defense TRF-Contributions total-\$224,896.28	229,396.28	0.00		0.00	0.00	0.00	0.00	229,396.28			229,396.28
Beech Hill Preserve TRF-Contributions total \$280,000	280,000.00	0.00		0.00	0.00	0.00	0.00	280,000.00			280,000.00
Pendleton TRF - Goal \$50,000	50,378.72						0.00	50,378.72			50,378.72
Howe Hill Farm TRF - Goal \$75,000	49,459.76	0.00		0.00	0.00	0.00	0.00	49,459.76			49,459.76
Board Designated Funds (BDFs): Managed for growth of BDFs											
Land Trust Operating Reserve BDF	266,280.15	0.00		11,060.46	0.00	0.00	0.00	277,340.61			277,340.61
Bald & Ragged BDF - Baseline total \$200,000	215,309.45	0.00		8,943.29	0.00	0.00	0.00	224,252.74			224,252.74
Land Trust Stewardship Reserve BDF - income from line above	325,948.10	0.00		27,550.10	0.00	0.00	0.00	353,498.20			353,498.20
Beech Hill Preserve BDF - income from line above	92,563.41	0.00		15,475.14	0.00	0.00	0.00	108,038.55			108,038.55
Conservation Lands Defense BDF	267,554.63	0.00		20,641.82	0.00	0.00	0.00	288,196.45			288,196.45
Pendleton BDF	39,281.90	0.00		3,724.23	0.00	0.00	0.00	43,006.13			43,006.13
Howe Hill Farm BDF	17,708.28	0.00		2,789.95	0.00	0.00	0.00	20,498.23			20,498.23
Unrestricted Invested Funds: Surplus operating funds managed for growth											
Surplus Operating Funds-Short Term Investment	229,306.36	0.00		9,524.68	0.00	0.00	0.00	238,831.04			238,831.04
TOTAL Reserves & Endowments Investment Account	3,216,534.75	0.00	0.00	133,605.00	0.00	0.00	0.00	3,350,139.75	0.00	0.00	3,350,139.75
ACQUISITION FUNDS											
Fund managed with unpredictable, near-term use of corpus:											
Fernalds Neck Acquisition Reserve TRF	409,955.49			11,099.13				421,054.62			421,054.62
Funds managed with frequent, unpredictable income and expense:											
Ducktrap River Watershed TRF	1,352.50							1,352.50			1,352.50
Bald & Ragged Mountains TRF	782,893.03	20.00						782,913.03	(47,833.32)		735,079.71
Bald & Ragged Mountains BDF	79,667.31							79,667.31			79,667.31
Beech Hill Expansion TRF	8,953.25							8,953.25			8,953.25
Beech Hill Expansion BDF	8,093.03							8,093.03			8,093.03
Morgan / Hurds Pond TRF (Morgan donation balance)	97,966.42							97,966.42			97,966.42
Meadow Brook/Hurds Pond TRF (D. Thanhauser donations balance)	16,383.58					0.00		16,383.58	0.00		16,383.58
Mt. Tuck Region of Interest TRF	22,116.47	10.00				0.00		22,126.47		5,400.00	27,526.47
Mt. Tuck Region of Interest BDF	30,000.00							30,000.00			30,000.00
General Acquisitions BDF	31,788.24			10,318.27				42,106.51			42,106.51
TOTAL Acquisition Funds	1,489,169.32	30.00	0.00	21,417.40	0.00	0.00	0.00	1,510,616.72	-47,833.32	5,400.00	1,468,183.40
STEWARDSHIP FUNDS											
Funds managed to expend corpus as soon as possible:											
Beech Hill Preserve 100th Anniversary Capital Campaign TRF	17,836.03					0.00		17,836.03			17,836.03
Mount Percival Preserve Stewardship TRF	12,695.00							12,695.00			12,695.00
Long Cove Hdwaters/Main Stream Prsvs (CMP) Stewardship TRF	6,541.19							6,541.19			6,541.19
RunBelfast	439.60							439.60			439.60
General Stewardship BDF	23,440.30			1,218.39				24,658.69			24,658.69
TOTAL Stewardship Funds	60,952.12	0.00	0.00	1,218.39	0.00	0.00	0.00	62,170.51	0.00	0.00	62,170.51
PROOF	4,766,656.19	30.00	0.00	156,240.79	0.00	0.00	0.00	4,922,926.98	(47,833.32)	5,400.00	4,880,493.66

# Coastal Mountains Land Trust

## Monthly Statement of Operations

April 2020 through May 1, 2021

2020-21

	Apr '20 - May 1	Apr '20 - May 1	Budget
Ordinary Income/Expense			
Income			
Operating Income			
4000 · Contributions Income			
4070 · Unrestricted Contributions			
4071 · Personal Memberships	2110	11085	35500
4072 · Leadership Donors	9247	11503	290000
4073 · Community Engagement Donations	68	11	2500
4074 · Memorial Gifts-Unrestricted	325	1950	7500
4076 · Planned Gifts	0	0	0
4077 · Annual Appeal Contributions	0	0	40000
4078 · Donations for Gifting	0	0	0
4079 · In-Kind Contributions	0	0	250
<b>Total 4070 · Unrestricted Contributions</b>	<b>11750</b>	<b>24549</b>	<b>375750</b>
Total 4000 · Contributions Income			
4080 · Capital Campaign Allocations	0	0	23450
4100 · Grants			
4150 · Temporarily Restricted Operatng			
4155 · Stewardship Grants	0	0	7500
4160 · Community Engagement Grants	2000	0	45000
<b>Total 4150 · Temporarily Restricted Operatng</b>	<b>2000</b>	<b>0</b>	<b>52500</b>
4170 · Unrestricted Operating Grants	0	15000	75000
<b>Total 4100 · Grants</b>	<b>2000</b>	<b>15000</b>	<b>127500</b>
4200 · Event Income & Expenses			
Fundraising Events			
4230 · Fundraising Events Income	0	0	5000
<b>Total Fundraising Events</b>	<b>0</b>	<b>0</b>	<b>5000</b>
Total 4200 · Event Income & Expenses	0	0	5000
<b>Total Operating Income</b>	<b>13750</b>	<b>39549</b>	<b>531700</b>
Use of Reserves			
4900 · Release of Restricted Funds	0	0	146600
4910 · Use of Unrest Operating Funds	0	0	67500
<b>Total Use of Reserves</b>	<b>10000</b>	<b>0</b>	<b>214100</b>
<b>Total Income</b>	<b>23750</b>	<b>39549</b>	<b>745800</b>
Gross Profit			
Expense			
6000 · Advertising	0	0	450
6142 · Community Engagement Exps.	900	50	10000
6150 · Fees			
6154 · Bank Service Charges	90	288	3000
6158 · Conference & Education Fees	0	25	2750
6162 · Dues and Subscriptions	0	0	6000
6166 · Licenses and Fees	0	0	2500
6170 · Membership Database Expense	435	917	7000
<b>Total 6150 · Fees</b>	<b>525</b>	<b>1230</b>	<b>21250</b>
6180 · Insurance			
6181 · Terrafirma Defense Insurance	0	0	4500
6185 · Liability, D&O, Property Ins	1957	2877	29000
6192 · Workers Compensation	1308	0	7000
<b>Total 6180 · Insurance</b>	<b>3265</b>	<b>2877</b>	<b>40500</b>
6200 · Interest Expense			
6212- Credit Line Loan Interest	0	0	250
<b>Total 6200 · Interest Expense</b>	<b>0</b>	<b>0</b>	<b>250</b>
6230 · Property Management Expenses			
6230Pen · Pendleton Expenses	0	0	0
6230MoT · Mt. Tuck Expenses	0	251	0
6231 · Stewardship Services	35	80	8500
6232 · Stewardship Supplies	0	11	9400
6234 · Ducktrap Watershed Acquisition	1420	0	6000
6235 · General Acquisition Project Exp	10000	0	7500
6236 · Meadow Brook Project Expenses	0	0	1000
6237 · Main St. & Long Cove Exp	0	0	0
6238 · Beech Hill Farm Expense	0	0	4000
Beech Hill Expenses-All			

# Coastal Mountains Land Trust

## Monthly Statement of Operations

April 2020 through May 1, 2021

	2020-21	
	Apr '20 - May 1	Budget
6240 · Beech Hill Management Expenses	0	6500
6240C · Beech Hill 100th Campaign Exps.	0	0
6240E · Beech Hill Expansion Exps	0	0
<b>Total Beech Hill Expenses-All</b>	<b>0</b>	<b>6500</b>
Bald-Ragged Exps-All		
6241 · Bald-Ragged Project Expenses	0	10000
6241-1K · Bald-Ragged Expenses-In-Kind	0	0
6241-T · Bald-Ragged Trail Exp.	0	0
<b>Total Bald-Ragged Exps-All</b>	<b>0</b>	<b>10000</b>
6242 · Fernalds Neck Preserve Expenses	1000	2250
6243 · McLellan-Poor Preserve Expenses	0	1500
<b>Total 6230 · Property Management Expenses</b>	<b>12455</b>	<b>55150</b>
6246 · Newsletter Expenses	2937	9500
6250 · Office Expenses		
6252 · Office Supplies	0	4500
6253 · Office Technology Expenses	60	3750
6254 · Office Expenses-Other	90	4000
<b>Total 6250 · Office Expenses</b>	<b>150</b>	<b>12250</b>
6256 · Postage and Delivery	460	4500
6258 · Printing & Publication Exps	555	18000
6260 · Professional Fees		
6270 · Accounting	0	20000
6270 · Professional Fees other	0	7500
6274 · Payroll Processing Fees	104	1750
<b>Total 6260 · Professional Fees</b>	<b>104</b>	<b>29250</b>
6297 · Real Estate Taxes		
6298 · Real Estate Taxes-Preserves	0	750
6299 · Contr. Lieu Real Estate Tax	0	4000
<b>Total 6297 · Real Estate Taxes</b>	<b>0</b>	<b>4750</b>
6300 · Repairs & Maintenance		
6305 · Repairs/Maintenance-Other	0	250
6330 · Equipment Rental/Repairs	135	4500
6300 · Repair & Maintenance - Other	0	1000
6530 · Land Trust Vehicle Costs	0	2500
<b>Total 6300 · Repairs &amp; Maintenance</b>	<b>135</b>	<b>8250</b>
6340 · Telephone & Internet	230	3000
6350 · Travel & Ent		
6370 · Meals and Food Expense	150	10000
6380 · Travel & Mileage Costs	0	10000
6390 · Lodging	0	1500
<b>Total 6350 · Travel &amp; Ent</b>	<b>150</b>	<b>21500</b>
6400 · Utilities	75	2500
6560 · Payroll		
6566 · Gross Salaries	28452	411100
6568 · Unemployment Compensation	0	12000
6570 · CMLT Payroll Taxes	2169	30500
6572 · IRA-Employer Match	758	12000
6575 · Employee Health Insurance	2757	37600
<b>Total 6560 · Payroll</b>	<b>34136</b>	<b>503200</b>
<b>Total Expense</b>	<b>56077</b>	<b>745800</b>
<b>Net Ordinary Income</b>	<b>-32327</b>	<b>0</b>
Other Income/Expense		
Other Income		
Restricted Income		
7000 · Restricted Contributions		
Bald Ragged Contributions-All		
BR Contributions-Cash less Fee		
7018 · Bald - Ragged Contributions	220	200000
7018Fee · Bald-Ragged Admin Fee	0	-14000
<b>Total BR Contributions-Cash less Fee</b>	<b>220</b>	<b>186000</b>
7018 IK · Bald-Ragged Cont - In-Kind	0	0
<b>Total Bald Ragged Contributions-All</b>	<b>220</b>	<b>186000</b>
7019A · Beech Hill Cont-Acquisition	275	0



# Coastal Mountains Land Trust

## Monthly Statement of Operations

April 2020 through May 1, 2021

	2020-21	
	Apr '20 - May 1	Budget
7019S · Beech Hill Contributions Stew	0	30000
7022 · Morgan Hurd's Pond Contribution	0	0
7023 · Meadow Brook/Hurds' Pond Cont	0	0
7024 · Howe Preserve Contributions	0	0
7025 · Stewardship Fund Contributions	0	0
7026 · Conservation Lands Defense Cont	0	0
7027 · Pendleton Stew. Fund	0	0
7030 · Endowment Contributions	0	0
7031 · RunBelfast Sponsorship Acct.	21	0
7032 · Mt Tuck Region of Interest	10	75000
7032 · Other Acquisitions	0	30000
<b>Total 7000 · Restricted Contributions</b>	<b>526</b>	<b>6030</b>
7110 · Restricted Grants		
Bald-Ragged Grants-All		
7118 · Bald - Ragged Grants	0	20000
7118T · BaldRagged Trail Grants	0	20000
<b>Total Bald-Ragged Grants-All</b>	<b>0</b>	<b>20000</b>
<b>Total 7110 · Restricted Grants</b>	<b>0</b>	<b>20000</b>
7200 · Land Contributions-Restricted	0	0
Investment Inc & Exp-Restricted		
7800 · Investment Income		
7801 · Investment Inc-Reserves & End	-1667	2501
7802 · Investment Income-Land Acq.	120	546
7803 · Investment Income-Stewardship	124	63
7804 · Investment Income-Fernalds Neck	-280	143
<b>Total 7800 · Investment Income</b>	<b>-1704</b>	<b>3253</b>
7805 · Appr/Deprec-Investments		
7806 · App/Deprec-Reserves & Ends	190248	131149
7807 · App/Dep-Land Acquisition	8635	9716
7808 · App/Dep-Stewardship	4894	1155
7809 · App/Dep-Fernalds Neck	20161	10959
<b>Total 7805 · Appr/Deprec-Investments</b>	<b>223938</b>	<b>152979</b>
7810 · Interest Income		
7814 · Interest Income-Acq Savings	280	56
7816 · Interest Income-Stew Savings	1	0
7810 · Interest Income - Other	0	0
<b>Total 7810 · Interest Income</b>	<b>281</b>	<b>56</b>
8800 · Investment Management Fees		
8801 · Investment Fee-Reserves & End	-9	-45
8802 · Investment Fees-Land Acq.	0	0
8803 · Investment Fees-Stewardship	0	0
8804 · Investment Fees-Fernald's Neck	-1	-4
<b>Total 8800 · Investment Management Fees</b>	<b>-10</b>	<b>-48</b>
<b>Total Investment Inc &amp; Exp-Restricted</b>	<b>222505</b>	<b>156241</b>
<b>Total Restricted Income</b>	<b>223030</b>	<b>311000</b>
Inv Income & Exps-Unrestricted		
7812 · Interest Income-General	5	4
7830 · Gain/Loss on Sale of Assets	51	0
8805 · Investment Fees-General	-24	0
<b>Total Inv Income &amp; Exps-Unrestricted</b>	<b>32</b>	<b>4</b>
<b>Total Other Income</b>	<b>223063</b>	<b>162275</b>
Other Expense		
8000 · Restricted Fund Disbursements	0	11600
8020 · Land Tr Operating Res BDF Disb	0	0
8040 · Land Tr Stew Res TRF Disb	0	25700
8041 · Land Tr Steward Res BDF Disb	0	2800
8042 · Land Tr Endowment PRF Disb	0	16500
8060 · Beech Hill Pres Stew Disbs	0	1500
8080 · McLellan Poor Endowment Disb	0	29500
8100 · Fernalds Neck Endowment Disb	0	0
8120 · Conservation Lands Def Disb TRF	0	21600
8122 · Conservation Land Def BDF	0	0
8200 · Ducktrap River Disbursement	0	10000
8220 · Bald & Ragged Disbursement	0	0

# Coastal Mountains Land Trust

## Monthly Statement of Operations

April 2020 through May 1, 2021

	2020-21		
	Apr '20 - May 1	Apr '20 - May 1	Budget
8220T · BR Trail Disbursement	0	0	0
8270 · Meadow Brook/Hurd's Pond	0	0	3000
8272 · Mt. Tuck Disbursements	0	0	3000
8410 · BH Expansion Expense	0	0	7500
8440 · General Acquisitions BDF Disb	0	0	0
8460 · Mount Percival Disbursement	0	0	1000
8480 · McLellan Poor Preserve Disb	0	0	0
8500 · Long Cove/Maine Stream Disbs	0	0	1000
8510 · General Stewardship BDF	0	0	7500
8520 · Pendleton TRF Disbs	0	0	4400
<b>Total 8000 · Restricted Fund Disbursements</b>	<b>0</b>	<b>0</b>	<b>142200</b>
8600 · Unrest Operating Reserve Use	80000	50000	67500
<b>Total Other Expense</b>	<b>80000</b>	<b>50000</b>	<b>209700</b>

**Coastal Mountains Land Trust**  
Land Protection Committee Minutes  
May 12, 2021

Members Present: (at a video conference meeting due to the pandemic) Heather Rogers (chair), Ian Stewart, Roger Rittmaster, Malcolm White, Sadie Lloyd Mudge, Ryan Gates, Courtney Collins, Lys Pike, David Noble, Jack Shaida, David Thanhauser, Judy Wallingford,  
Members Absent: Scott Hoyt, Margo Davis, Jim Krosschell, Ryan O'Neill

Active Projects

Camden, Rockport, Lincolnville & Hope Area

Town of Lincolnville Property swap, Lincolnville

- This project should close very soon. All the documents are complete and ready to sign.

Slab City Conservation Co. LLC, Lincolnville

- Three families own this ca. 58-acre parcel that abuts the Land Trust's Crawford Tract of the Ducktrap River Preserve. Two families are interested and ready to donate their share to the Land Trust now. One family is considering donating a life estate on their portion to retain the right to build and maintain trails and public access. One of the families is Landis Gabel, a Land Trust Board member, and his wife Dominique.

Lacombe Tract, Lincolnville

- This 3-acre tract was acquired by the Land Trust in 2018, with the intention of transferring the property to the Maine Department of Inland Fisheries and Wildlife eventually. The state is ready to move forward with the purchase. IFW will pay the price we paid for the property and reimburse all of our expenses.
- The Committee recommended that the Board to proceed with sale of this property to MDIFW.

Longfellow Property, Hope

- This 30-acre property on Bald Mountain was just listed for sale for an asking price of \$295,000. Heather has been in touch with the realtor to express our interest and need for an appraisal.
- The Committee is going to plan a site visit to this property in the next week.

Belfast, Belmont, Northport, Swanville Area

Stephenson/ Four Seasons Rec Area Connector trail – 23 Waterville Rd.

- Jack walked with one of the co-owners and they agreed on a trail route. It is quite low down near the road. The owner is concerned about a higher trail being visible from the house lots of his subdivision.
- The Committee is going to plan a site visit to this property in the next week.

Conard/Randall Property, Northport

- This project closed on April 29<sup>th</sup>.

Welsh Property, Swanville

- This landowner owns about 150 acres on Toddy Pond and is interested in donating land to the Land Trust.

#### Searsport, Stockton Springs, Prospect

##### Babb Property, Searsport

- The Purchase and Sale Agreement has been signed, closing by July 1.
- The survey and title work are underway.

##### Haas Property

- This project is closing this week, as soon as deeds are returned to our attorney!

##### Smith Property

- Draft of the survey was just sent in. It shows a parcel with dead title to the west of the Smith's Prospect property.
- We received a \$15,000 grant from MOHF for the purchase of this project. We still need to raise more money before closing.

#### Waldo, Morrill, Knox & Brooks Area

##### Wagner/Bloomstein/Smith, Knox

- The landowner has the Purchase and Sale Agreement in hand and has already reviewed it with his attorney. We are just awaiting his signature.
- We have begun the process of substituting this parcel for Greenlaw with the NAWCA grant.
- An appraiser is going to start work soon.

##### Agnew, Knox

- The landowner has agreed to co-commission an appraisal with the Land Trust.
- Roger Rittmaster and Gary Gulezian have spent two days documenting the exceptional habitat values on the property, which will be important for our MNRCP grant application.

#### Projects with potential or possible perceived conflicts of interest with Committee Members

##### Active Land Protection Projects, No Updates

Beck Property, Belfast

Eurovia Properties, Belfast

Grove Property, Searsport

Griffin, Camden

Hope Orchards, Hope

Elder, Northport

Stevens Life Estate Additions, Searsport

Bowden Point Subdivision, Prospect

Perkins Property, Lincolnville

MacManus/Filmeridis Property, Camden

Sherman's Point Realty Trust, Camden

Little River Restoration Project

Little River-Lower Reservoir Parcels, Northport & Belfast

**Coastal Mountains Land Trust**  
**Stewardship Committee Updates**  
Meeting April 6<sup>th</sup>, 2021 at 1:15PM on Zoom

Updates March-April

Organization:

- We are hiring a Development and Communications coordinator who will take over much of the development work at the Land Trust. We just finished interviews with some promising candidates and hope to make sometime this month. Waldo County:
- We hired our summer interns last month. Dillon Mulhern will be our Pendleton intern, working in Waldo County and Anthony Romano will be the MCHT intern working in Knox County.
- We acquired a new easement, the Sturup Shelley CE in Belmont last month. It protects 89 acres on the headwaters of the Ducktrap River on Tilden Pond.
- We acquired the Bresnahan property on Ragged Mountain this morning. This project has been in the works for years but was held up due to some legal issues. The property has many mountain biking trails on it that are managed by MCNEMBA. Ryans are working with MCNEMBA to make a management plan for these trails and improve the area. Rick B has made a substantial donation to the stewardship funding but asked that MCNEMBA, SIDECOUNTRY and COASTAL MOUNTAINS cover the remaining balance.

Round the Mountain Trail

- The trail was closed for two weeks to allow for it to dry out during mud season. It was reopened on Friday 4/9. Overall, it held up well. Ryan O and the southern work crew fixed most problem areas, raking bumpy spots and clearing water bars. 95% of the trail looks good. The remaining 5% are small problem areas that won't be damaged further by use and will be fixed by Jed this summer both under warranty and cost + .
- Still on the hunt for the perfect mini truck but Alvin Chase of Eastern Tire has offered the gift of a mini truck that doesn't dump. Ryan G and he have been in communication on what that would look like. Alvin is also the Board Chair at Georges River Land Trust.



### Waldo County

- Things continue to be quite in Waldo county. The northern work crew Is still working on boundaries.
- Jack has had good recruitment of new preserve stewards this month.
- A neighbor of the Ducktrap recently did some logging next to the Hopson Tract of the Preserves. They rutted out the road on a right of way over the Hopson Tract and are working with State forest rangers to resolve that and other issues. There is no erosion to the river and no damage to the preserve aside from the surface of the right of way. This was done by two young men due to lack of experience. We don't anticipate this being a continuing issue.

### Knox County

- We are signing a contract with Erin Amadon to build the Beech Hill Extension Trail. She will do the project in the month of June. Ryan O will be managing the build.
- RTM is back open, and people are excited. Both work crews were out there raking and doing a bunch of hand work. Trail over wintered quite well. Gravel surfacing is really in decent shape and there was minimal movement.
- Brown Tail Moth

### Agenda.

1. Annual Plan Review: review the annual plan and come prepared for specific questions or comments. Think about any projects that you as a committee member would like to take part in.

## **CMLT Building Committee Minutes**

**Friday, May 21, 2021, 3:00 PM**

**Attended by:** Roy Call (Zoom), Judy Wallingford, Gianne Conard, Dan Johnson, Polly Jones, Ryan Gates, Malcolm White, and Ian Stewart

### **1. Soil Test Results**

Soil testing completed by Summit Engineering. Primary results were the findings of 4-6 inches of ash at 12.6 feet in depth as well as pieces of concrete likely to have come from a preexisting slab. Good soil as 13-14 feet. Bedrock at 16-18 feet.

### **2. Foundation Work Next Steps**

Action Items: Provide TC Hafford and Fleming Engineering with soil test results to adjust/amend their proposals and costs for foundation stabilization work. Meet with Randy Scamfer and concrete contractor to determine costs of doing full replacement of the problem section of the foundation.

### **3. Review Randy Scamfer's Drawing for Foundation Plan -see above**

### **4. Timeline of Work**

Meet with Harbor Builders on Monday to discuss the project and determine their ability to manage addition work and possible the foundation repair.

### **5. Next Meeting Date**



## Minutes for Board Advancement Committee Wednesday May 19, 2021

*1. Discuss Leadership Succession planning in preparation for September Annual meeting. Not addressed last meeting.*

The board elects officers at the first regular board meeting following the Annual Meeting.

The committee decided that given the circumstances at this time, there will be two Vice - Presidents at this time. This is to ensure that one of them will ascend to the presidency in 2023.

Gianne Conard will be nominated as one.

*2. Brainstorm additional names for the list – Committee members should bring additional names*

This was not addressed

*3. Continue to order list by “readiness” and degree to which candidates meet criteria.*

This was not addressed

*4. Reports and discussion from committee members on people they going to contact and information that was to be gathered*

Dan - Called Jen Chipman, awaiting call back

Gianne - Called Sadie Lloyd, awaiting callback. Setting up gathering of Belfast area board members to brainstorm about potential people for committees and board.

*5. Draft of Student Board Member Application.*

Reviewed and amended Student Board Member Application. Dan will retype and send to committee members for final approval.

*Non-Agenda Item*

Five Board members need to be reelected at the Annual Meeting; Noble, Rittmaster, Thanhauser, Urey, and Wallingford

Each will be contacted by a committee member to confirm their willingness to continue on the board.



*Action Steps to be taken.*

1. Dan

- A. Will call Courtney and Elisabeth to ask them to undertake contacting the north area high schools and overseeing the Student board member process.
- B. Will call Landis and inquire about his willingness to become an officer.
- C. Will call Emily McDevitt to confirm her willingness to join the board and complete the necessary paperwork.
- D. Will place another call to Jen Chipman
- E. Complete and send final draft of Student Application.
- F. Will speak at the board meeting to ask for names of people to approach and explain the Student Board Member position.

2. Judy

- A. Will call David Thanhauser and Jane and Rob Merrill

3. Gianne

- A. Will place another call to Sadie Lloyd and call Marion Brown
- B. Will proceed with gathering with Ian's assistance

4. Ian

- A. Will add job description and contact info to Student Application
- B. Will send out Board Candidate list to whole board and ask for comments and suggestions.
- C. Will contact Camden Hills High School about student board candidates.

**COASTAL MOUNTAINS**  
LAND TRUST



Executive Committee

May 11, 2021

**MINUTES**

**Present:** Judy Wallingford (President), E. Daniel Johnson (Vice President), Malcolm White (Treasurer), Darby Urey (Secretary), Landis Gabel, and Ian Stewart, Executive Director

**Organizational**

**1. Organizational**

- Building Committee – need to schedule next meeting
  - o Foundation repair work – about 16 feet down is a layer of ash that is problematic for a stable foundation; will be receiving some expert recommendations on remedying this problem soon.
  - o Timeline for building / bidding office; we are up against a strong headwind with respect to builder demand and material costs, including volatility, that may not enable us to receive bids from various contractors, which under normal circumstances would be preferable. Discussed Phi, Cold Mountain, Tom Bresnahan (Country Way?), Harbor Builders, Richard Lane and courting them for interest in the job estimated to be around 1,000 Sq.Ft.

**2. Staffing / HR**

- Status of hiring for Community Engagement Coordinator – will be posted tomorrow, 5/12/21. Hope to have someone in as early as July. Ben is starting on June 7<sup>th</sup> as Development & Communications Coordinator.
- Anthony Romano (summer intern) and Dillan Mullhern (Pendleton intern) will be starting in June.
- Updating of Personnel Handbook – Roy & Judy have been working hard on updating and ensuring compliance with attention to DEI. It's been 10 years since last update.

**3. Ad Hoc Work Teams**

- DEI update – May 26<sup>th</sup> training
- Public Issues Review Committee (PIRC); tabled in Legislature for now, which puts this issue on hold for PIRC. With LMF bond proposal (\$40M) this is an issue that the newly formed committee could tackle.

**4. Development**

- Invitation to apply for up to \$50,000 from anonymous family foundation
- Mt. Tuck grant received \$15,000 – thanks to Jack's good grant writing
- Conservation Partners party speakers – July 29<sup>th</sup> Colin Woodward would be great. Dave Miramant. Keep coming up with ideas.
- Board Training Discussion – Meeting in July – include training in fundraising – need to consider timing with Board meeting.
- COPE Analysis – Bob Demont & Associates (audit of fundraising capacity)

**5. Finance**

- Annual Audit complete – seems like it went well, Polly was a huge help
- HSA correction made. There was an overpayment on the HSA for a couple of employees.
- Need to complete transfer – Malcolm
- Campaign transfers

**6. Land Protection**

- **Board Agenda Item:** Lacombe Transfer – transfer to the State of Maine. It's a 2 acre inholding surrounded by land already owned by the State. State is purchasing for all CMLT costs/staff time.

- Board Advisory: Bald Mountain – 30 acres just went on the market within our focus area. Heather will try to start a dialogue. It's pricey at \$295,000. We could harness our Fernald's Neck funds as it's within the watershed.
- Lincolnville – moving forward with land swap with Town
- Mt Tuck – Haas property moving ahead
- Bloomstein Purchase & Sale Agreement – may be a signed P&S today
- Agnew property – some potential for state funding if vernal pools and endangered species are identified.
- Donaldson property - \$20,000 – 25,000 for 50 acres next to Main Stream Preserve

7. **Stewardship**

- Round the Mountain Trail under construction again – cutting the trail this week.
- Beech Hill Extension project will need approvals from Town of Rockport.
- Snow Bowl permitting process – Kuller trail never properly permitted. Also a full site plan review is underway.

The Kuller trail improvements will have to be on hold until approved by Town.