

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**June 1, 2017**

The Heritage Commission held its regular monthly meeting at City Hall, 41 Green Street, Concord, New Hampshire, on Thursday, June 1, 2017 at 4:30 p.m.

**1. Call to Order and Seating of Alternates**

Chairman Donovan called the meeting to order at 4:35 p.m.

Present at the meeting were Chair Phil Donovan, Vice-Chair Frederick Richards, members Carol Durgy Brooks, Rich Woodfin, Richard Jaques, and Sarah Galligan. City Planner Heather Shank and Planning Division Administrative Specialist Lisa Fellows-Weaver were also in attendance.

**2. Approval of Minutes of May 4, 2017**

Mr. Woodfin moved to approve the April 6, 2017 minutes, as written. Mr. Jaques seconded the motion, and the motion passed unanimously.

**3. New Business**

*a. MoU for Sewall's Falls Bridge Replacement Project*

Ed Roberge, the City Engineer, and Elizabeth Hengen attended the Commission's meeting to provide an overview of the replacement of the Sewall's Falls Bridge. Conditions and commitments were required by the Memorandum of Understanding (MoU) with the State Historic Preservation Office, including that \$20,000 would be allocated to the Heritage Commission through the Heritage Trust Fund for the purpose of a special project pertaining to transportation and industry in Concord, as mitigation for the impact of the removal of the bridge. The Commission was tasked with assisting with the scope of the project and has authorization to review and comment.

They also provided a summary of other conditions that had been met, including the provision of signage documenting the history of the bridge. Ms. Hengen outlined the history of the bridge and explained that the focus of the sign project was to be on the bridge and highlight the engineer that designed the bridge. Three sign panels have been proposed within the trellis structure that will include facts and history of the area and bridge. Mr. Roberge added that this structure has a national park standard look to it and has an industrial look to reflect the truss bridge. He stated that the overall historic commitments are 75% at this time. Ms. Hengen stated that the area is very unique.

The City website was discussed and ability to locate information or documents pertaining to the history of Concord and historic resources. It was suggested to add a barcode style system to pictures/signs for additional information and linking other City information. Other City projects were mentioned in relation to using similar historic placards and how to better display and use existing information. Members felt that this will create more interest for other areas throughout the city and for visitors/residents.

Members discussed the Durgin Street parking garage as a candidate for the MoU project funds, for instance documenting the history of that site with information panels in the proposed stairwells. Ms. Hengen noted that there is already a lot of information about that site and that the work may be more a matter of locating and pulling it together rather than generating new documentation. Mr. Roberge agreed to follow up on the possibilities with Matt Walsh.

**4. Regular Business**

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***a. Demolition Review – Committee Report***

Mr. Donovan provided an overview of two items from the Demolition Review Committee. He stated that one house is being demolished on Church Street for the purpose of construction of a parking lot for the court house.

Ms. Shank stated that the Iqra Islamic Society of Greater Concord is requesting a number of variances at the next Zoning Board of Adjustments meeting to allow them to use the current Capital Offset building at 181 N. Main Street. Part of the proposal includes demolition of a house on Pearl Street to allow space for parking. She also noted that parking may be shared with adjacent property owners, but that they still wanted additional space for parking.

Mr. Donovan commented that there has been a concerning trend of houses being torn down for parking lots, which is not in keeping with the goals of the Master Plan to preserve existing houses and residential neighborhoods. He stated that the Master Plan needs to be adhered to.

**5. Informational Items/Follow up Items**

***a. Gas Holder National Register Application Update***

Ms. Shank stated that the first phase has been completed and the application has been submitted. Comments were received from Peter Michaud and have been passed back to the consultant. Revisions will be done and then resubmitted. She stated that the consultant has been paid for the first part of the project and the project is right on schedule.

***b. Inventory of Historic Granite Markers – Follow Up***

Mr. Donovan had no new information to share, though he intends to get out and take photos of additional markers.

***c. Social Media –Follow up***

Mr. Woodfin had no new information to share regarding the Flicker account.

***d. Sign Application***

Ms. Brooks provided some history relative to 25 Auburn Street. She added that the sign application for 25 Auburn Street has been approved.

**6. Review of Correspondence**

All correspondence was distributed and reviewed. No actions were required.

**7. Adjournment**

There being no further business to come before the commission, on a motion made by Mr. Woodfin and seconded by Mr. Jaques, Chairman Donovan adjourned the meeting at 5:35 pm.

Respectfully Submitted,  
Lisa Fellows-Weaver  
Administrative Specialist