

HERITAGE COMMISSION
Meeting Minutes - DRAFT
March 1, 2018

The Heritage Commission held its regular monthly meeting at City Hall, 41 Green Street, Concord, New Hampshire, on Thursday, March 1, 2018 at 4:30 p.m.

1. Call to Order and Seating of Alternates

Chairman Jaques called the meeting to order at 4:32 p.m.

Present at the meeting were Chair Richard Jaques, Vice-Chair Jim Spain, Councilor Allan Herschlag, Members Robert Johnson, Richard Woodfin, and Bryant Tolles, Jr. Staff present included Administrative Specialist Lisa Fellows-Weaver.

2. Approval of Minutes

February 1, 2018

Mr. Johnson moved to approve the February 1, 2018 minutes. Mr. Spain seconded the motion. The motion passed 5/0/1. Councilor Herschlag abstained as he was not a member of the Commission at this time.

3. New Business

a. Demolition Delay Ordinance Review

Mr. Jaques stated that this item would be continued to next month when the City Planner is present.

Councilor Herschlag stated that he is concerned with two previous instances that have occurred with the demolition process. He asked if the City Solicitor has provided any opinion regarding the authority for time limits and the notifications process. Mr. Jaques replied that he had not. Mr. Johnson stated that it was his understanding that the former Chair along with planning and zoning staff met and the result was the proposed draft.

Councilor Herschlag suggested expanding the delay time period from 49 days and stated that he does not feel that the current time frame is sufficient for the process. He provided an example of a demolition review ordinance from the City of Somerville, MA and requested that it be reviewed and discussed at next month's meeting.

Mr. Jaques and Mr. Johnson commented that the Commission does want more time added to the process. Mr. Woodfin stated that the former Chair explained to the Commission that there was some pushback on lengthening the delay period due to concerns that Council and/or the development community would view it as hindering projects and potentially increasing costs to developers.

Councilor Herschlag commented that if the process was extended, perhaps it would motivate the applicant to find alternatives. If nothing was available and the applicant had shown a good faith effort, then they could come back and be able to move forward with the demolition.

4. Demolition Review

a. Committee Report

Mr. Johnson stated that there was nothing new to report.

5. Follow-Up Items

a. Social Media –Follow up from Mr. Woodfin – Flicker

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Mr. Woodfin offered to take pictures of buildings for the Commission. He added that he did not have anything new to report relative to the Flicker site.

b. *Durgin Garage Historic Sign Panels*

Mr. Woodfin explained that conditions and commitments were required from the replacement of the Sewall's Falls Bridge by the Memorandum of Understanding (MoU) with the State Historic Preservation Office, including funding for a special project. The Durgin Street parking garage was discussed as a candidate for the MoU project funds, for documenting the history of the area with information panels in the proposed stairwells.

Ms. Weaver stated that no new information has been received regarding the funding for this project. This item was continued to next month.

6. Review of Correspondence

All correspondence was distributed and reviewed. No action was required.

7. Other Business

a. *Membership*

Mr. Spain stated that based on the discussion last month regarding the need for alternate members, he reached out to Mike Dunn who is interested in becoming an alternate member of the Commission.

b. *Form Base Code Update*

Ms. Weaver stated that the visit from Code Studio went well. The consultants received a lot of information and consistent comments and concerns from the many interviews they held. We anticipate that some documents will be provided over the next few months and another meeting will be scheduled for late spring.

c. *Website Update*

Ms. Weaver stated that there is some additional information pertaining to the website design. She explained that there will be some limitations as to what can be done on the actual pages due to the software. However, we do not believe that there will be a limit as to the amount of pages.

Mr. Woodfin commented that there should still be some type of a separate repository for the historical reference materials. Additional discussion was held regarding the need for a building to archive materials for education and preservation.

8. Adjournment

There being no further business to come before the Commission, Mr. Spain motioned to adjourn the meeting at 5:11 p.m. Mr. Tolles seconded the motion. The motion passed unanimously.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist