

HERITAGE COMMISSION
Meeting Minutes
August 6, 2020

The regular monthly meeting of the Heritage Commission was held on August 6, 2020, via Zoom.

Attendees: Chair Richard Jaques, Vice-Chair Jim Spain, Members Carol Durgy Brooks, Bryant Tolles, and Alternate Mike Dunn. Rich Woodfin arrived at 4:45 p.m. Councilor Jennifer Kretovic arrived at 5:15 p.m.

Absent: Bob Johnson

Staff: Heather Shank, City Planner
Lisa Fellows-Weaver, Administrative Specialist

Guests: Councilor Byron Champlin, Elizabeth Durfee Hengen, Jennifer Goodman from the NH Preservation Alliance, and Frank Lemay from Milestone Engineering.

Call to Order

The meeting was called to order by Chair Jaques at 4:32 p.m. at which time Mr. Jaques read the following statement:

As Chair of the Concord NH Heritage Commission, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Commission is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, we have provided public notice of the necessary information for accessing the meeting, and instructions are provided on the City of Concord's website at: www.concordnh.gov/planning

With Regard to providing public access to the meeting;

We are utilizing the Zoom platform for this electronic meeting. All members of the Commission have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through visiting the following website address: <https://zoom.us/j/181542776>.

If you do not have website access, you may dial the following phone number 929-205-6099 and enter the webinar id 181 54 2776.

For those calling in who want to provide public testimony, *via* the website, you may click on the chat icon to ask, or click "raise hand" to be recognized as authorized by the Chair. For participants, dialing in on a phone, you may dial *9 to alert the Chair that you want to testify. Please note that testimony only applies to public hearings, and public participation may not be authorized in a public meeting which is not a public hearing.

With Regard to providing the public with a way to alert us about access problems;

If anybody has a problem, please call 603-225-8515 or send an email to: planning@concordnh.gov.

With Regard to adjourning the meeting if the public is unable to access the meeting;

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

With that, let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

1. Call to Order and Seating of Alternates

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Ms. Brooks made a motion to seat Alternate Member Dunn to the Commission for this meeting. Seconded by Mr. Spain.

With a roll call vote, the motion passed unanimously, as follows:

Mr. Jaques – in favor
Mr. Spain – in favor
Ms. Brooks – in favor
Mr. Tolles – in favor
Mr. Dunn – in favor

2. Approval of Minutes

Ms. Brooks moved to approve the minutes of July 2, 2020, as amended. Mr. Tolles seconded the motion. With a roll call vote, the motion passed unanimously, as follows:

With a roll call vote, the motion passed unanimously, as follows:

Mr. Jaques – in favor
Mr. Spain – in favor
Ms. Brooks – in favor
Mr. Tolles – in favor
Mr. Dunn – in favor

Mr. Woodfin arrived at 4:45 p.m.

3. New Business

a. Ad-Hoc Committee – Byron Champlin

Councilor Champlin thanked the Commission for inviting the Ad-Hoc Committee back. He explained that the Ad-Hoc Committee began meeting in the fall of 2019 as an informal group in light of issues that were either being discussed or presented to the Planning Board and/or Heritage Commission during that time. Some of those topics were the future of the Abbott House and Norris House, and the Warren Street Development. The Committee was pulled together with the intention to maintain as a liaison with the Heritage Commission.

Councilor Champlin stated that the Ad-Hoc Committee has held a few meetings. One meeting was held with Sean Brown regarding the City’s fire codes and also with Steve Dupery representing developers.

Councilor Champlin referenced the document that the Ad-Hoc Committee presented to the Commission in July; an outline of actions. He stated that the Ad-Hoc Committee hopes that the Heritage Commission will identify items from the outline that the Commission will act on. He added that the Ad-Hoc Committee wanted to return to the Commission to address any comments or concerns that members may have regarding the outline.

Discussion ensued about beginning to work in the community to determine structures in the city that would be good to preserve, how to create community based activities, promoting the historic inventory data base and the need for resources to be readily available to the public. It was suggested that there be goals and strategies established as noted on the list.

Additional discussion was held regarding what the next step would be for the Commission. Ms. Goodman stated that although there have been some losses, she feels that the Commission has momentum to build on and complemented the Commission on the work that they have done and the saves they have accomplished. She appreciates the Commission’s work with businesses and non-profits. She added that there can be additional work with other communities for more possibilities.

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She stated that she wants the Preservation Alliance to be there for the regular work and the new projects. Discussion ensued regarding establishing disincentives to demolition.

Councilor Kretovic arrived at 5:15 p.m.

Councilor Champlin stated that any of the members of the Ad-Hoc Committee will be more than happy to assist the Commission with providing resources and working on items within the outline. He suggested meeting again with the Commission in six months. Members agreed and thanked the Committee for returning and for their work thus far.

b. Federal Laws Books

Ms. Shank showed the federal preservation statute book and reminded members that the books are available for sign out.

4. Demolition Review Committee – Jim Spain

Mr. Spain stated that the Demolition Review Committee had only one property to address for this meeting on Abbott Road. Members visited the site individually. Pictures were obtained. It was determined unanimously to recommend demolishing the property as the foundation was damaged and posed a safety issue.

5. Heritage Sign Program – Carol Brooks

Ms. Brooks stated that no applications have been submitted. She noted the suggestion from the Ad-Hoc Committee to separate the Sign application from the Sign guidelines and resources would result in an incomplete and potentially confusing view of the Sign program to a sign applicant. As developed by the HC Sign Committee and approved by the Heritage Commission, a sign applicant is provided with Sign program's purpose, guidelines and resources together with an application to avoid confusion and aid in a completed application.

6. Planning Board Update – Rich Woodfin

Mr. Woodfin stated that there is nothing new to update.

7. Council Update – Councilor Kretovic

Councilor Kretovic referenced the communication received from Liberty Utilities for the gas holder building. She stated that the report is a baseline and is preliminary. City Council will be looking into it further. She stated that it is unclear as to the intentions; however, sees the report as proof that they cannot afford to maintain the asset. She added that should the community want to save the building this would be the opportunity. She suggested reaching out to the community and report to council as to guidance for the building.

8. Old Business

a. Abbott Village

Ms. Shank stated that the City is in litigation at this time and provided a brief explanation of the nature of the litigation.

b. Demolition Delay Ordinance

No new meetings have been held or scheduled.

c. Historic Photo Repository – Rich Woodfin

No new information is available.

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d. Monuments & Granite Markers – Jim Spain

Mr. Spain stated that he and Mr. Dunn are currently working together on the project. They are still intending to get to the Rivco property. He mentioned that he has been made aware that there may be another monument on the island in Penacook from 1920. In addition, he is also still planning to visit the storage area for artifacts; however, this has been delayed due to Covid-19. A discussion was held regarding a list of monuments created by the former Commission chair. Ms. Shank stated that she will look into this and will forward to members.

e. Other

Ms. Shank stated that Jean Schwab sent a thank you, via email, to the Commission for their letter of support for the grant application for the NH Department of Military Affairs and Veterans Services. Ms. Shank also reminded members of emails sent out for a few upcoming webinars. She stated that Nadine Miller, from the NH Division of Historical Resources, will be presenting a NH architecture presentation to the Commission at the September meeting.

9. Any other business to come before the Commission

a. Correspondence – GZA GeoEnvironmental, Inc. Report - Gas Holder (previously addressed)

b. Attendance - Next meeting is September 3, 2020.

10. Adjournment

There being no further business to come before the Commission, Councilor Kretovic motioned to adjourn the meeting. Ms. Brooks seconded the motion. The motion passed unanimously at 5:45 p.m. by a roll call vote.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist