

HERITAGE COMMISSION
Meeting Minutes
November 4, 2021

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, November 4, 2021.

Attendees: Chair Richard Jaques, Vice-Chair Jim Spain, Councilor Jennifer Kretovic, Members Dr. Bryant Tolles Jr., Carol Durgy Brooks, and Alternate Mike Dunn.

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

1. Call to Order and Seating of Alternates

The meeting was called to order by Chair Jaques at 4:35 p.m.

Vice Chair Spain made a motion to seat Alternate Member Dunn to the Commission for this meeting. Councilor Kretovic seconded the motion. The motion passed unanimously.

2. Approval of Minutes

Vice Chair Spain moved to approve the minutes of October, 2021, as written. Dr. Tolles seconded the motion. The motion passed unanimously.

3. New Business

There was no new business.

4. Demolition Review Committee – Jim Spain

Mr. Spain stated that there has not been any new activity over the past month and there are no updates.

Ms. Shank stated that she received an email requesting any information as to the status of the house on Pleasant Street within the State Hospital grounds. Mr. Spain replied that nothing has been submitted. It was later determined that this house was recently sold by the State of NH; the house is located on Barberry Lane.

5. Heritage Sign Program – Carol Brooks

Ms. Brooks stated that no new applications have been submitted and no new inquiries.

6. Planning Board Update

Ms. Shank stated that there have not been any projects before the Planning Board with any historic resources.

7. Council Update – Councilor Kretovic

Councilor Kretovic stated she had nothing to report for new business from City Council.

8. Old Business

- **Abbott Village - Heather Shank**

At the October meeting, Chair Jacques offered to reach out to Jason Garland to schedule a visit of Commission members to see the progress of the house. He has not heard back from Mr. Garland.

- **Demolition Delay Ordinance – Mike Dunn**

Mr. Dunn presented a spread sheet he created which outlined the exiting demolition delay timeline, a Commission proposal, and a Staff proposal.

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Mr. Dunn stated that there has been much indecision amongst the Commission about the timeline and the real issue is if the decision should be made within 60 days or 90 days; 60 days is an extra 10 days.

Mr. Spain stated that 95% of the applications received are completed within the first two weeks of submission.

Ms. Shank asked what the Commission wants to propose.

Mr. Jaques stated that he would at least like to support Staff's proposal. As far as the Commission, he would like to see the Commission's proposal and include Staff's proposal.

Mr. Dunn stated that the proposal is only adding 10 business days to the existing work schedule. Mr. Jaques commented most people begin the process well in advance and work the delay period into their project timeframe.

Mr. Spain stated that the Commission should make the proposal and utilize Mr. Dunn's spreadsheet as a guideline. Councilor Kretovic stated that if the proposal is supported by Staff, that would be the easiest way to get the changes approved by City Council. She continued to explain the process of changing an ordinance.

Ms. Shank asked if the original language of when the timeline starts is still being included in the proposal presented by Mr. Dunn.

Mr. Jaques suggested that local contactors be contacted requesting a letter of support for the change; Steve Duprey and John Chorlian. Councilor Kretovic commented that the contractors could attend and speak at the public hearing.

Councilor Kretovic suggested adding that the Commission may want to consider adding that the proposed change has been reviewed for some time by the Commission and the Commission will be presenting other revisions to the delay ordinance in the future.

Councilor Kretovic moved to recommend that City Council modify the Demolition Delay Review Ordinance and change the ordinance so that *60 days is the total days for the timeframe, change "days" in the Ordinance to "business days", include Staff's proposal in the Ordinance*, and that the Heritage Commission intends to return to City Council with revisions. Mr. Dunn seconded the motion. The motion passed unanimously.

Mr. Dunn seconded the motion. The motion passed unanimously.

The Commission thanked Mr. Dunn for his time creating the spreadsheet.

Althea Barton, new alternate member, joined the meeting. Members introduced themselves and welcomed Ms. Barton to the Commission.

- **Historic Photo Repository**

Mr. Dunn stated that he has a hard drive of all of the pictures taken by Mr. Woodfin of the properties that have been demolished.

Councilor Kretovic stated that the Flickr account has been reactivated. She stated that due to space constraint on the City's website she will look into a new website to upload the media to and will keep the pictures in a separate gallery site for now until a decision is made for the purpose of the photos.

Mr. Spain stated that he has additional photos to share as well. Ms. Shank asked if anyone is continuing to take pictures of the structures planned to be demolished. Mr. Spain replied that he took over this role.

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- **Monuments & Granite Markers - Jim Spain**

Mr. Spain stated that he is continuing to work on this project.

9. Any other business to come before the Commission

a. Correspondence - there was no new correspondence.

b. Attendance - Next meeting is December 2, 2021.

10. Adjournment

There being no further business to come before the Commission, Mr. Jaques motioned to adjourn the meeting at 5:17 p.m. Councilor Kretovic seconded the motion. The motion passed unanimously.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist