

HERITAGE COMMISSION

Meeting Minutes

January 6, 2022

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, January 6, 2022.

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

Staff: Lisa Fellows-Weaver, Administrative Specialist

1. Call to Order and Seating of Alternates

The meeting was called to order by Chair Jaques at 4:30 p.m.

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

Chairman Jaques made a motion to seat Alternate Member Barton to the Commission for this meeting. Ms. Brooks seconded the motion. The motion passed unanimously.

2. Election of Officers

• Heritage Commission Officers

Both Chairman Jaques and Vice-Chair Spain offered to continue in their rolls for 2022.

Councilor Kretovic made a motion to reseat Chairman Jaques and Vice-Chairman Spain for the Heritage Commission through December 2022, seconded by Ms. Brooks. The motion passed unanimously.

• Demolition Review Committee Officers

Mr. Spain offered to continue as the Chairman for the Committee for 2022. He stated that Dr. Tolles and Mr. Dunn are current members Mr. Jaques offered to continue as an alternate and is still interested in taking pictures for the Committee.

Mr. Spain gave an overview of the Committee's duties. He explained that, prior to Covid-19, members would meet at the site and view the structure(s) proposed for demolition, discuss their thoughts, and based on their findings provide a recommendation to the Code Administrator if the building may be of historical or architectural significance; if not significant, decide whether there are alternatives or whether demolition can proceed. He mentioned the Demolition Review Ordinance and timeline and the public hearing process. He added that meeting minutes are also kept. Due to Covid-19, members now view the structures independently and each member provides their thoughts to the Chair.

Councilor Kretovic stated that there is a repository website for the pictures of the buildings that have been demolished. She added that there are some buildings that the Committee has taken a much greater effort to save from demolition. Mr. Spain commented that every building is unique.

Chairman Jaques suggested that they maintain status quo of the Committee.

Ms. Barton expressed an interest in attending or being notified of an upcoming request for demolition.

Councilor Kretovic explained the Demolition Review Ordinance timeline. She noted that the report for the ordinance should be coming before Council in February with the potential for a public hearing to be scheduled for March.

Councilor Kretovic made a motion to reseat Chairman Spain to the Demolition Review Committee through December 2022, seconded by Mr. Spain. The motion passed unanimously.

HERITAGE COMMISSION

Meeting Minutes

January 6, 2022

3. Approval of Minutes

Ms. Brooks moved to approve the minutes of December 2, 2022, as written. Councilor Kretovic seconded the motion. The motion passed unanimously.

4. New Business

Minicraft Mansion

The Minicraft Mansion video clip was played for members. Ms. Barton then spoke to the clip explaining that her son created this video clip of the Kimball Jenkins Estate using the floor plan from the 1870's. The Minicraft clip was shown to kids that visited the Estate prior to going on a tour making the tour more relevant.

It was suggested to add the clip to the Heritage Commission's webpage. Councilor Kretovic stated that the Public Information Officer can check out the link and materials.

5. Demolition Review Committee – Jim Spain

Mr. Spain reported that the Committee independently viewed the Halloween Grange on Hobart Street in Penacook.

Chairman Jaques stated that the building has been vacant for some time. He described the current condition of the building to be a safety issue as the roof has been covered with tarps due to leaking, and is caving in in some spots; the doors have been boarded up and "No Trespassing Signs" have been posted throughout the property. The neighbors have been concerned with the condition and safety issues as well.

Mr. Spain stated that the Committee did recommend approval for the demolition of the building.

Mr. Spain stated that the SPCA, located at Silk Farm Road and Clinton Street was also independently viewed. The Committee noted that the structure may have some historical significance; however, did recommend approval of the demolition.

Mr. Spain stated that there have not been any other projects before the Committee this month.

Ms. Barton asked how many applications come before the Committee. Chairman Jaques replied maybe six or so and some applications may be for a section of a building.

6. Heritage Sign Program – Carol Brooks

Ms. Brooks stated that she has had one inquiry from someone who had inquired previously; otherwise, there is nothing new.

7. Planning Board Update

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

8. Council Update – Councilor Kretovic

Councilor Kretovic stated that there was nothing additional to report for new business from City Council other than what had been previously mentioned relative to the potential schedule of the proposed Demolition Delay Ordinance.

9. Old Business

- **Gas Holder Building**

Councilor Kretovic gave an update on the rehabilitation of the Gas Holder building. She stated that the roof is the priority to get the slate off. She stated that she is not sure they are working on it.

HERITAGE COMMISSION
Meeting Minutes
January 6, 2022

Ms. Barton stated she was not sure they were going to remove the slate. Councilor Kretovic stated that the City has been working with Liberty Utilities to obtain contractors. Due to the historic preservation, they are not just hiring any contractor. In addition, as Liberty Utilities owns the property they are also weighing in on the hired contractors.

- **Abbott Village - Heather Shank**

Councilor Kretovic noted that it looks like the site has been cleaned up. Chairman Jaques reminded Commission members that the site visit has been pushed out until warmer weather.

- **Demolition Delay Ordinance – Mike Dunn**

A discussion was held relative to what the Heritage Commission is proposing for the Demolition Delay Ordinance. Members discussed the total amount of days being proposed and the definition of “days”. The November meeting minutes were reviewed. Councilor Kretovic explained that currently the timeframe is 60 days, and the days includes holidays and weekends. Members agreed that the Commission’s intent was to add 10 days to the existing work schedule, clarify “days” are to be business days, and to include Staff’s proposal in the ordinance as well.

Ms. Brooks made a motion to amend the November 4, 2021, minutes, clarifying that 60 days is the total days for the timeframe, the wording of “days” in the Ordinance be changed to “business days”, add that Staff’s proposal will also be included in the Ordinance, and reiterate that the Commission will return to City Council with further revisions. Mr. Dunn seconded the motion. The motion passed unanimously.

- **Historic Photo Repository**

Councilor Kretovic and Mr. Dunn gave a quick update on the photo repository they are continuing to work on. Councilor Kretovic stated that pictures have been uploaded through 2014. She noted that the website is on the upcoming Council agenda for approval for the donation for the start up.

Discussion ensued regarding more pictures being added to the website and adding pages. It was also suggested that an intern may be able to assist with adding photos.

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

Mr. Spain gave an update on his progress he has had over the past month. He stated that warmer weather will allow for additional research. Discussion ensued regarding adding pictures of the monuments to the website repository.

10. Any other business to come before the Commission

- a.* Correspondence - there was no new correspondence.
- b.* Attendance - Next meeting is February 3, 2022.

11. Adjournment

There being no further business to come before the Commission, Mr. Spain motioned to adjourn the meeting at 5:28 p.m. Ms. Brooks seconded the motion. The motion passed unanimously.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist