

HERITAGE COMMISSION
Meeting Minutes
December 1, 2022

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, December 1, 2022.

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

Absent: Councilor Jennifer Kretovic and Alternate Althea Barton

Staff: Heather Shank, City Planner
Alicen Twardosky, Administrative Specialist

1. Call to Order and Seating of Alternates

The meeting was called to order by Chairman Jacques at 4:31 p.m.

No alternates were present.

2. Approval of Minutes

Mr. Dunn made a motion to approve the minutes from November 3, 2022, as written, with a correction regarding the spelling of Chairman Jaques last name. Dr. Tolles seconded the motion. The motion passed unanimously.

3. New Business

• **Resume – Claudia Castellanos Cordero Heritage Trust – Letter**

Chairman Jaques spoke with CCC. She is unable to join the Heritage Commission because the meeting time conflicts with her schedule.

• **Historic Marker: Elizabeth Gurley Flynn**

Ms. Shank updated that the report has been submitted to Council and is on the next agenda.

4. Demolition Review Committee – Jim Spain

• No new applicants.

• Mr. Spain asked if the Penacook Community Center demolition would need to go through the DRC process. Ms. Shank clarified that they should be going through the process as private property / entity. They are not exempt even though the City is going to own a small portion of it. Ms. Shank will check with Code to ensure the proper process is being adhered to. Ms. Shank thought the demo permits were already filed Mr. Spain recommended having Mr. Dunn document the buildings with photographs.

5. Heritage Sign Program – Carol Brooks

• Ms. Brooks had renewed contact with two of the three people who previously expressed interest in the sign program. They are working on their applications and expect to be complete in the next couple of months.

6. Planning Board Update – Heather Shank

• Ms. Shank mentioned a small list of current applications that include demolition, including Arts Alley, and the Boys & Girls Club (aka. Penacook Community Center).

7. Council Update – Councilor Kretovic

• Ms. Shank read an email from Ms. Kretovic voicing that she wanted to pass along to the group her recent conversation with Lynn Woodward. He and his wife, Susan own 113 District #5 Road,

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which is a farmhouse built in 1767. Lynn has been working to restore the farmhouse over the last several years and is hopeful to invite members of the Commission on a future field trip to see his work.

8. Old Business

- **Gas Holder Building**

No new information to present.

- **Website – Mike Dunn**

Mr. Dunn employed a new software program called Topaz to improve the clarity of some of the photographs in the historic photo database.

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

Mr. Spain reported that there was not a lot to venture due to the winter weather approaching. He did research in the Historical Society and uncovered a picture of the Rumford Garrison, but the marker did not appear to be the same as is there today.

- **Magnificent Ten**

This will be pursued again after the holidays.

9. Any other business to come before the Commission

- Legacy Planning Documents (Library? NHPA?)

Ms. Shank asked for suggestions for what to do with physical copies of old plans in the Planning office archives. Eventually, the documents will be scanned, but there may be interest from some group to house the original documents. The graphic and illustrative documents include but are not limited to old Park Plans, Plaza Charrettes, Streetscapes, etc. An intern was among the options mentioned to scan and relocate documents. Ms. Shank planned to reach out to Todd Fabien at the Concord Library to see if they would be interested in the plans.

Ms. Brooks suggested checking with UNH Library as they may have the resources for document preservation. Information can be found online.

- Ms. Shank will pursue parking permits for members for 2023.
Everyone present wants to renew their appointment on the Commission. There are Commission member and alternate vacancies.

- Correspondence

None.

- Attendance

Next meeting is January 5th. All members present plan to attend.

10. Adjournment

There being no further business to come before the Commission, there was a motion to adjourn by Ms. Brooks and seconded by Dr. Tolles, which passed unanimously at 5:06 p.m.

Respectfully Submitted,
Alicen Twardosky
Administrative Specialist II

Next meeting scheduled for January 5th