

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**January 5, 2023**

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, January 5<sup>th</sup>, 2022.

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

Absent: Member Mike Dunn

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 Jaques at 4:32 p.m.

Vice Chair Spain made a motion to seat Alternate Member Althea Barton to the Commission for this meeting. Ms. Brooks seconded the motion. The motion passed unanimously.

**2. Approval of Minutes**

Ms. Kretovic made a motion to approve the minutes from December 1, 2022, as written, seconded by Mr. Spain. Ms. Brooks asked to amend item 9 to read as “check with UNH, (specifically the) *Library*, as they may have the resources for document preservation,” rather than “on technology for storing these items.” All in favor. The motion passed unanimously.

**3. New Business**

- a. Mr. Dunn needs to be sworn in to take his oath at the Clerk’s office. Mr. Spain received a letter requesting the like.
- b. Parking passes need to be amended to reflect a more general meeting time due to other business that takes place, possibly on different dates or times.

**4. Demolition Review Committee – Jim Spain**

- a. Mr. Spain had one report to give regarding a public meeting that was posted in Penacook Community Center. No one from the community showed. Mr. Jaques, Dr. Tolles, and Mr. Spain were there. They did an exterior site walk. The decision to demolish the subject property was supported unanimously. Mr. Jaques recused himself from this vote due to conflict of interest.

It was brought to the Commission’s attention that there are two granite benches on the property by the flagpole, one being a donated tribute. Ms. Shank said she would ask the project engineer if there were plans for the benches. The possibility of having them moved to Rolfe Park was suggested.

- b. Ms. Barton asked that we look into posting agendas in the Penacook Library when the agenda pertains to that village directly.
- c. Mr. Jaques voiced concern that there was discussion in Council and Planning without any demo application submitted to the Heritage Commission.

Ms. Barton sought clarification on the process of applications. Mr. Jaques felt there was an understanding that Heritage Commission would receive something advising them of a desire to demo any property prior to decisions being made. Ms. Shank clarified that the language of the ordinance was changed to allow the Commission to make inquiries with owners seeking demolition prior to the Intent to Demolish being submitted. Mr. Jaques expressed frustration that by the time they are aware of demolitions, decisions have been made at the Council or Planning Board level.

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Ms. Shank will start listing Planning Board projects that have been submitted to the City and include a proposed demolition individually on the Heritage Commission agenda to draw attention to those projects (subcategorize under item six any demos).

- d. Ms. Barton wanted to know if there should be an expiration date on a demolition permits. Ms. Brooks stated that the Zoning Board issues these permits. The Demolition Review Committee is only permitted to delay the issuance. The question was posed whether they could make a recommendation to have an expiration added to permits on a case by case basis; Mr. Jaques suggests this be brought before the City Council.
- e. A few months ago, Mr. Ciborowski came before the Commission to discuss 79E for his building on Main Street. Ms. Barton noted that the statute asked if a building has historic value. She asked, if it does, does the statute allow for another community benefit to be considered in favor of demolition. Ms. Shanks stated that the statute does ask if there is a greater community benefit to be served. Ms. Barton asked if this is also the case for their demolition review permits. Ms. Shank clarified that there are many points during the Demolition Review Committee's process where they can sign off on the demolition due to the condition of the building or other purposes, even if they have determined that the building is historically significant, had a public hearing, and/or documented it for record purposes.

#### 5. Heritage Sign Program – Carol Brooks

- a. Ms. Brooks continues to work with two home owners who are working on their signs.
- b. Ms. Shank shared a sign inquiry that Ms. Brooks may be receiving.

#### 6. Planning Board Update – Heather Shank

- a. Ms. Shank stated that there were no new projects that involved demolitions.
- b. Mr. Jaques is wondering if there is anything new on the Norris House. Ms. Shank has not heard anything new and is not aware of the timeline of the project that calls for the demolition.
- c.

#### 7. Council Update – Councilor Kretovic

- a. Councilor Kretovic shared that Heritage Commission members were reappointed and the request for a sign in honor of Elizabeth Gurley-Brown was approved.
- b. Councilor Kretovic shared that Conservation Commission chose a new lease for the Gully Hill cornfields. The new lease holders will be harvesting sunflowers and lavender. Councilor Kretovic shared that a festival is intended at some point in the future, though there are many issues to be addressed, including parking, code requirements, and use of the river for irrigation of the fields. The current practice on the fields is not organic. The new lease holder intends to transition to organic, though this will take several years.

#### 8. Old Business

- **Magnificent Ten**

At the next meeting, Chairman Jaques would like to set up a work session to revisit this idea. scheduled meeting.

- **Gas Holder Building**

Ms. Barton stated there is nothing new to update. The stabilization is complete. There is still a long way to go on the building. They are talking with potential partners / stake holders for ideas

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and concepts of what can be done with it. It will be in the Gas Times, published in the UK, as well as NH Magazine.

There were architectural wood and metal elements found and rescued. They are being stored safely until they can be brought back. NH Division of Historical Resources will be temporarily housing these items with the intention of putting them back.

- **Website – Councilor Kretovic & Mike Dunn**

There are no updates.

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

There are no updates. Mr. Spain would like to get into the stable. Councilor Kretovic reminded the Committee of the asbestos concern and that she has made a request to the City Manager for a visit.

**9. Any other business to come before the Commission**

- Correspondence: Mr. Jaques was given a letter by DOT asking for impacts on historic resources regarding a culvert project. The project timeline is ten years away.
- Mr. Spain is looking to establish a historical walking tour as a personal project. He asked how long the fences on the former Friendly's property can stay up. MS. Shank noted that there are no limitations on the duration of the fences. Mr. Spain would like to see a park built there.

Members noted that the vacant lot across from the Fire Station appears to be used currently for commercial parking and other purposes by 18-wheeler trucks, including a logging truck. Ms. Shank stated that she would notify Code.

- Attendance: Those in attendance said they will be in attendance in February.

**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 5:41 p.m.

Respectfully Submitted,  
Alicen Twardosky  
Administrative Specialist II

*Next meeting scheduled for February 2nd*