

# HERITAGE COMMISSION

## Meeting Minutes

February 2, 2023

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, February 2<sup>nd</sup>, 2023.

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

Absent:

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 4:31 p.m.

Chairman Jaques made a motion to seat Alternate Member Althea Barton, seconded by Councilor Kretovic. All in favor. The motion passed unanimously.

### 2. Approval of Minutes

Councilor Kretovic made a motion to approve the minutes from January 5, 2023, seconded by Chairman Jaques. Chairman Jaques noted the link for the minutes on the agenda are linking to December. Ms. Barton noted Rolfe Park is misspelled in 4a and that Penacook is a village, not a town as listed in 4b. Ms. Brooks asked that the wording of 4d be clarified by adding “a few months ago” in the beginning of the sentence rather than the end. All in favor. The motion passed unanimously.

### 3. New Business

- a. Nothing was presented.

### 4. Demolition Review Committee – Jim Spain

- a. No new applicants.

### 5. Heritage Sign Program – Carol Brooks

- a. No new applicants. No new inquiries and no further questions.
- b. Liz Durfee Hengen has been working with a teenager doing historic research on houses in Concord. Ms. Hengen would like to connect him with the Heritage Commission to see if we can drum up interest among homeowners for the sign program. Ms. Shank asked that Ms. Brooks reach out to Ms. Hengen regarding this.
- c. Ms. Brooks would like the Planning Division to have applications for signs on hand, or a quick reference with directions to the online link.
- d. Councilor Kretovic suggested moving the display of Heritage Commission signs to the lobby or to Code Department. Note that the application would need to be updated if this occurs as it states the location to be in the Planning Department. Ms. Barton also suggested the possibility of taking a picture of the display and putting it on social media.

### 6. Planning Board Update – Heather Shank

- a. 11 Stickney Avenue: Ms. Shank is informed the Committee regarding anticipated demolition as part of this project. They attend their public hearing on February 15<sup>th</sup>.

### 7. Council Update – Councilor Kretovic

- a. Nothing new to report.

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**8. Old Business**

- **Parking Passes**

Ms. Shank will follow up with Mr. Brubaker as he is the one responsible for making these. There are concerns about them simply being paper as well as specific dates listed.

- **Benches from Penacook**

Ms. Shank reached out to Ms. Erin Lambert to find out if there is any plans for what to do about the existing benches on the former Penacook Community Center property. She hasn't heard back but will follow up with her again.

- **Magnificent Ten**

Within the next week or two, Chairman Jaques will email the group to set up a meeting for the middle of March to discuss an ongoing list carried on from the last meeting.

Ms. Barton would like someone come before the Committee to share how programs similar to the Seven to Save are implemented. Ms. Shank will follow up with the NH Preservation Alliance to pursue this.

- **Gas Holder Building**

Ms. Barton reports that work is holding. There are ongoing conversations regarding its future. There is now a rubber membrane on the roof to prevent leaking and also serves as a cap from the contamination below it. This is not permanent but they are hoping it will last 10 to 20 years with regular maintenance. The land around the building is not capped. The owners (Liberty Utilities) are responsible for maintaining any work that has been done and for any contamination on the site and capping the site. There is incentive to preserve this site because it is expected to cost less or equal to demolishing it.

The Gas Holder architectural remnants Ms. Barton had rescued are in route to their storage area at the NH Historic Resources Department.

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

Mr. Dunn reported that he has edited the railroad section as well as worked on developing other areas for future use.

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

No new business.

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

- Ms. Barton reiterated concern over posting demolitions and pertinent information in Penacook for the community to see. Councilor Kretovic spoke with Stefanie Breton who is looking into possibly posting things like this on social media. Ms. Shank stated that Code is responsible for formally posting the meetings. Members noted that Craig Walker used to post the notice for a public hearing on the property itself. Ms. Shank said she would follow up with Ms. Hutton to find out her understanding of the process. Ms. Shank will also look into whether the Demolition Review page can be linked to the Heritage Commission page on the City website.

- Ms. Shank attended the CLG (Certified Local Government), Department of Historic Resources meeting. She shared the annual funding opportunities, including funding for the National Alliance of Preservation Communities (NAPC) membership, which is free through DHR. Ms. Shank will submit this application once it opens (estimated July 2023). There is also a scholarship for a four-

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day conference in West Palm Beach Florida in 2024. The scholarships covers up to \$1,500.00 for plane, conference, hotel, and food costs. The theme is unknown at this time. DHR wants to know who is interested so they can gauge interest. Anyone on the Commission interested should email Ms. Shank. The third grant is a 60/40 match that could be used for a number of purposes, but which Ms. Shank was interested in it for to fund the update to the Historic Resources chapter of the Master Plan. Ms. Shank is looking into costs of the update and the amount of the grant to determine if something can be added to the CIP.

- Mr. Spain will share the username and password for the Division of Historic Resources database (DHR) / EMMIT with the Committee if possible.
- Councilor Kretovic informed the Committee of The National Trust for Historic Preservation is having their national convention in Boston this year, March 26<sup>th</sup>. A bus of people from the National Main Street Communities is coming to tour downtown Main Street. Her and other local figures are giving presentations.
- Attendance

#### 10. Adjournment

There being no further business to come before the Commission, there was a motion to adjourn by Ms. Brooks, seconded by Councilor Kretovic, which passed unanimously at 5:50 p.m.

Respectfully Submitted,  
Alicen Twardosky  
Administrative Specialist II

*Next meeting scheduled for March 2nd*