

HERITAGE COMMISSION

Meeting Minutes

February 7, 2013

The Heritage Commission held its regular monthly meeting in the City Council Chambers, City Hall Annex, 37 Green Street, Concord, New Hampshire, on Thursday, February 7, 2013, at 4:30 p.m.

1. Call to Order and Seating of Alternates:

The Chair called the meeting to order at 4:35 p.m.

Present at the meeting were Chair Phil Donovan, Members Dr. Bryant Tolles, Robert V. Johnson II, Richard Jaques, and Frederick Richards. City Planner Gloria McPherson and Administrative Specialist Donna Muir were also present.

2. Minutes of the January 3, 2013 meeting:

The Commission considered the minutes of the January 3, 2013, Heritage Commission meeting.

Mr. Johnson requested that the minutes reflect a change on page 2, end of paragraph 3; so that the statement reads *Mr. Johnson stated that his preference is to retain the existing structure for use by pedestrian, bicyclists, and off-road vehicles.* A motion was made by Mr. Jaques to accept the minutes reflecting the above correction, and seconded by Mr. Richards. Motion carried unanimously.

3. New Business:

a) Concord's 250th Birthday Celebration – presentation by Brent Todd

The Chair introduced Brent Todd. Mr. Todd stated that he had previous conversations with the Chair regarding the Heritage Commission's involvement with Concord's 250th Birthday Celebration. Mr. Todd explained that his vision for the celebration is to look at where the City's been and where it is going. At this time, Mr. Todd reported that he is in the process of collecting ideas from various business groups and organizations of how the celebration could be. He stated that he has also spoken with the Mayor and City Manager about the City's involvement. Mr. Todd explained that there is a time capsule, which was buried in 1965, that is scheduled to be opened on June 7, 2015. He envisions that the opening of the time capsule could be a focal point of the 250th celebration. He explained that his only limitations are time and resources. Mr. Todd reported that he hears a lot of negative things about the Concord Downtown Main Street project and the Penacook phase of the Route 3 project. He would like to highlight the positives of those two projects and have both as gifts to the City at the 250th Celebration, much like the Arena was in 1965. He feels that this 250th Celebration could be an economic boost to the City, especially in light of the presidential campaign that will be in full swing at that time. Mr. Todd provided the Commission members with a copy of a brochure that was used for the Bicentennial Celebration of Concord in 1965.

Mr. Richards suggested that the Heritage Sign program could be highlighted during the celebration as well. He also suggested that the Heritage Commission could sponsor an essay contest; more geared toward adults rather than school kids.

The Chair noted that in 1965 there were numerous committee members working on the bicentennial celebration. He asked if Mr. Todd had put together a committee yet. Mr. Todd responded that he is working with both the Concord and Penacook Historical Societies, but at this time there are only verbal commitments and no formal organizational structure. Mr. Todd said that he believes the City should put forth a large financial contribution.

Mr. Todd also wants to tie the celebration into the public schools by having students volunteer, creating an essay contents among the students, and tying it into the school's curriculum.

Mr. Todd explained that there is a website for the celebration, www.concord250.org but it is not yet connected to Twitter or FaceBook. He said that he has looked at what other communities have been doing to celebrate their towns' 250th birthdays. He said that Weare is selling a pewter commemorative for their celebration. Mr. Johnson suggested that the Heritage Commission could look at how other Heritage Commissions are involved with these celebrations.

Mr. Todd stated that he is working with CCTV to promote the celebration and to generate excitement.

Mr. Richards suggested that Mr. Todd partner with Intown Concord and the Chamber and maybe piggy back with Market Days.

The Chair stated that he remembers the Bicentennial Celebration from his childhood and that the City had made a big deal out of it. He remembers how much fun it was.

The Chair offered the help of the Heritage Commission and thanked Mr. Todd.

b) The Bindery – presentation by Jim Garvin

The Chair introduced Jim Garvin and explained that Mr. Garvin had been hired by Steve Duprey to document the Bindery Buildings prior to their demolition.

Mr. Garvin stated that he believes that the Heritage Commission recommended that the documentation be done for these historic buildings. He stated that Mr. Duprey also hired someone to do a video and voice interviews with those occupying the building prior to the demolition, as well as hiring Ms. Hengen to create a display of the history of the buildings which will be located in the new building. Mr. Garvin explained that David Lamb may be able to use part of the building structure or furnishings to create something for the lobby area of the building. Mr. Garvin briefly reviewed some of the history of the Bindery Buildings. He explained that the Bindery Recordation Project draft report could be accessed on the City's website. The Chair stated that he had reviewed the report and found it interesting.

c) Template for future documentation projects – discussion with Jim Garvin

The Chair stated that Mr. Garvin has created a template for the documentation of future projects. Mr. Garvin said he believes it is important to have a standardized report for anytime a historic building is planned to be demolished.

Mr. Richard agreed that this is a great idea and that the Heritage Commission has just received information that a building on Hoyt Road is scheduled to be demolished and that it would be a good way to test Mr. Garvin's template. Mr. Richards suggested that the NH Division of Historical Resources (NHDHR) could sign off on the completed documentation reports as well.

Mr. Garvin suggested that this would be a good opportunity for the Heritage Commission to comment on his report and offer suggestions for standardized reporting. He explained that for the Bindery report, he built on the surveys that Historic Preservationist Lisa Mausolf did for the 19th Century South Main Street Facilities CLG grant. Mr. Garvin reported that his vision for this report is to be less detailed than the Historic American Engineering Record (HAER) reports required by the federal government. He explained that documentation on these reports includes digital measurements on both the inside and outside of the buildings being recorded, which can be very expensive.

Mr. Garvin provided the group a copy of the draft template and said that he based the template on the NHDHR inventory forms, the HAER reporting requirements, and his own experiences. He suggested that the Heritage Commission members review the draft template and that he would like to come back and discuss any of the suggestions or comments from the Heritage Commission. He explained that he is not going to provide Mr. Duprey his final report on the Bindery Buildings until he has reviewed the template with the Commission.

Mr. Johnson suggested that the template be written with more detail instead of in outline form, so that someone doesn't feel that they can sit down and fill out the form without doing extensive research and documentation.

Mr. Jaques suggested that graphic recordings could be done, but that measured drawings take a long time and can be expensive.

Ms. McPherson suggested that a set of qualification be defined for someone to be able to do the recordation and that the specific requirements for each item referenced on the template be set out. Mr. Garvin explained that these qualifications are elements of federal law and the NHDHR has a working list of qualified consultants.

The Chair stated that he, Mr. Richards and Ms. McPherson have spoken about formalizing the document process for demolition delay committee having different levels of documentation for various buildings – barns, private homes, commercial buildings – requiring minimal levels of documentation for all demolition permits in the future.

The Chair requested that the Commission members review the draft template and submit any comments or suggestions to Mr. Garvin. Mr. Garvin stated that he would email the template to the members and asked that they respond by email.

4. Regular Business:

a) Demolition Review – Committee Report

Mr. Richard stated that he received notification of a demolition permit for 82 Hoyt Road, which is an early 19th century farmhouse, which is believed to be the oldest farmhouse still standing in Concord. Mr. Richards stated that he will be arranging for a walk-thru of the building and hoped that Mr. Garvin would join the Demolition Delay Committee.

b) Downtown Complete Street Project – Progress / Comments from Consulting Entities

Ms. McPherson stated that the Downtown Complete Street Project Committee had not received the final report from Ms. Hengen. She explained that the City Council would be meeting on Monday to discuss some of the proposed street layout elements, but the historic portion of the project is not on Monday night's agenda.

- c) Establishment of a work group to compile and evaluate grant funding sources

The Chair reported that the work group held its first meeting on Monday and that they would continue to meet and report back to the Heritage Commission.

5. Informational Items:

- a) NH DHR Request for Project Review - Concord-Merrimack County SPCA – Clinton Street

The Chair noted that this was an information item and no response was required by the Commission.

- b) NH DHR Request for Project Review – Concord Municipal Airport – Construct Taxiway B

The Chair noted that this was an information item and no response was required by the Commission.

- c) Letter from Tom and Judi King (through Councilor Grady-Sexton) regarding the reuse of Walker School

The Chair stated that he and some other members of the Heritage Commission had attended the meeting regarding the purchase of Walker School by Bill Binnie, who is planning to house the world headquarters of his radio and television stations. He stated that Mr. Binnie presented an overall picture of what he would like to do with the Walker School to the Architectural Design Review Committee and the Heritage Commission. The Chair explained that all the issues that were raised in the Kings' letter were the same type of concerns and issues that City staff and others had.

Dr. Tolles stated that he attended the meeting and didn't think that there was enough thought given to the impacts of the project on the surrounding neighborhood. The Chair said that he believes that Mr. Binnie is just gathering ideas and suggestions at this point.

Ms. McPherson explained that this project would have to go to the Planning Board, Architectural Design Review Committee, and the Heritage Commission for approvals.

The Chair stated that everything is up in the air at this time and that he is sure that Mr. Binnie is open to hear all the issues and concerns and that nothing official has been received.

- d) NHPA lecture to be given by Jim Garvin on February 16 called "This Old House Speaks: Learning To Read The Physical Evidence"

The Chair suggested that the Heritage Commission attend this upcoming lecture and to pass on the information to anyone who may be interested.

6. Future Agenda Items:

- a) Main Street Project – Section 106 Review at March 7, 2013, Heritage Commission meeting

Ms. McPherson stated that City Engineer Ed Roberge and Ms. Hengen will present portions of the Downtown Complete Streets project for a Section 106 Review at the March Heritage Commission meeting.

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Mr. Johnson stated that he saw the requirement for the NH Employment Security Building posted within the bid proposal and is concerned that the Heritage Commission did not have any input in the requirements. The Chair said that he didn't know why, but that the point was well taken.

Mr. Jaques asked what was happening with the proposed traffic circle on Village Street in Penacook. Ms. McPherson stated that it was likely that the traffic circle would be included in the project and that City Council voted that all the utilities should go underground.

The Chair inquired about the proposed round-about on Main Street. Ms. McPherson responded that it is unlikely that that would be part of the design for many reasons, including that it would not work well under the ADA requirements.

There being no further business to come before the Commission, a motion was made by Mr. Johnson and seconded by Mr. Jaques to adjourn the meeting. The motion carried and the meeting adjourned at 5:50 p.m.

A TRUE RECORD ATTEST:

Gloria McPherson  
City Planner