

HERITAGE COMMISSION
MINUTES
October 5, 2006
Amended on November 3, 2006

The Heritage Commission held its regular monthly meeting in the City Council Chambers at 37 Green Street, Concord, NH on Thursday, October 5, 2006 at 4:30 PM.

The meeting was called to order at 4:35 PM by Chairperson McConaha.

Present at the meeting were Chairperson James McConaha, Vice Chairperson Philip Donovan, Robert Johnson, Carol Durgy Brooks, Dr. Douglas Black, alternate member Stephen Shurtleff and member-in-training Colin Curley. Alternate member Elizabeth Durfee Hengen arrived at 4:50 PM. City Planner Douglas Woodward and Administrative Specialist II Denise Taschereau were also present.

1. The Commission considered the minutes of September 7, 2006. A motion to approve the minutes was made by Mr. Donovan and seconded by Mr. Shurtleff. The motion passed unanimously.
- 2a. Demolition Review: Mr. Donovan gave the commission an update on the demolition review. There was some discussion regarding some of the Tannery Buildings. He also mentioned that there was a barn on Fisherville Road, but no application had been submitted as of yet. Chairperson McConaha also mentioned a barn on Hutchins Street.
- 2b. Master Plan Subcommittee Report: Chairperson McConaha commended the subcommittee on a job well done on the master plan report. Ms. Hengen gave an update of the master plan that the subcommittee had drafted. It was noted that the table of contents needs to be updated to correspond with the correct page numbers. The sections of the master plan include the overview of how the City evolved, historic resources, current historic preservation measures, list of historic properties, and regulatory tools.

Ms. Brooks asked the committee if the committee's advisory role to the Planning Board and City Council should be included as a regulatory tool. Mr. Woodward commented that it could be.

Ms. Hengen stated that the development of this master plan started with consultants. The document was very large. The subcommittee worked on the edits for over a year. She stated that everyone should feel comfortable with the report.

Chairperson McConaha asked if all the strategies were the responsibility of the Heritage Commission. Is some of them the City's responsibility?

Ms. Hengen stated that it should say who is responsible for each strategy.

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Mr. Johnson stated that the Heritage Commission is part of the City. These goals are City goals.

Mr. Woodward stated that the goals will be listed for each chapter as well as in an executive summary. This summary will be a smaller document.

The commission reviewed the master plan document page by page. They discussed several edits.

Chairperson McConaha asked if the subcommittee would accept more changes.

Ms. Hengen responded that they would.

Mr. Woodward advised that he has already forwarded the document to the consultant firm that is issuing the master plan. He will advise them that there will be edits to the Heritage Commission's chapter.

It was agreed that the individual commission members would make edits and forward those edits to Ms. Hengen to make the edits in the final document.

- 2c. Heritage Sign Program Report: Ms. Brooks gave the commission an update on the Heritage Sign Program. The Timmons / Decker house on South State Street has their sign. They have agreed to be part of the press release regarding the sign program, but would prefer to wait until there are a few more signs, and be part of a grouping. Ms. Brooks is aware of one other potential applicant. That applicant is still conducting research.

Chairperson McConaha asked if there was an adequate supply of application forms.

Ms. Brooks responded that the library did run out of applications at one time, but they have a full supply now. Applications are also available at the Community Development Office at City Hall and on the City's website. The display sign was moved from the library to Community Development because the library was getting new carpet. Now that the carpet installation is complete, the sign needs to be moved back. It was also suggested that the display sign be placed on some sort of easel for better viewing.

- 2d. Commission Procedural Rules Amendment: Mr. Johnson stated that he would like more clarification on the commission's rules. Chairperson McConaha responded that the commission as a group has the ability to revise the rules.
- 2e. Sewalls Falls Bridge – Committee Report: No report given.
3. Dates, conferences, correspondence: None discussed.

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4. Other Business: Chairperson McConaha brought up the issue of the state proposal for the new office space and parking garages. He asked when the public hearing would be.

Dr. Black responded that it will be at the City Council meeting on Tuesday, October 10, 2006.

Chairperson McConaha asked a notice of this public hearing was posted.

Mr. Woodward responded that the City Clerk is responsible for all posting of public hearings to the City Council. He also stated that the Planning Board forwarded comments to the City Council.

Chairperson McConaha asked what those comments were.

Mr. Woodward responded that he did not have the comments with him. He would do his best to remember. As he recalled, the board felt that the state should stay on its own block. If the office building is constructed, the City might be interested in sharing office space.

Mr. Woodward also questioned the design in regards to Homeland Security regulations.

Dr. Black asked if the Heritage Commission was going to testify at the public hearing.

Chairperson McConaha responded that the public will testify, not the Heritage Commission as a group.

Mr. Woodward stated that the state does offer shuttle buses now for handicap persons. Due to the legislative calendar, the structures would primarily only be utilized on Tuesdays, Wednesdays, and Thursdays during certain months of the year. Traffic is expected to increase on downtown streets due to the commute to the parking garages.

Chairperson McConaha suggested that the commission offer comments to the council.

Dr. Black thought that it would be helpful.

Mr. Shurtleff commented that the 2nd garage would involve the taking of private property.

Ms. Hengen stated that the 1st site abuts the Civic Historic District and the 2nd site is located within the eligible National Register Historic District.

Chairperson McConaha suggested that a letter from the commission be written and read at the council meeting.

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Dr. Black stated that the general feeling is that the majority of the City Council and the Mayor are opposed to the project. He feels that comments from the Heritage Commission would be welcomed.

Mr. Johnson made the motion to have the letter written and read at the City Council meeting on October 10, 2006. Dr. Black seconded the motion. The motion passed unanimously.

Chairperson McConaha stated that he would draft the letter and send it around to the members for comments.

Mr. Johnson agreed to attend the council meeting and read the letter.

Chairperson McConaha asked if there was any other business. There was none.

Ms. Hengen motioned to adjourn. Mr. Shurtleff seconded the motion. The motion passed unanimously at 6:00 PM.

A TRUE RECORD ATTEST:

Denise Taschereau
Administrative Specialist II
Community Development Department