

HERITAGE COMMISSION

MINUTES

February 1, 2007

The Heritage Commission held its regular monthly meeting in the City Council Chambers at 37 Green Street, Concord NH on Thursday, February 1, 2007 at 4:30 PM.

1. Call to Order:

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

Present at the meeting were Chairperson Donovan, Vice Chairperson Steve Shurtleff, Elizabeth Durfee Hengen, James McConaha, Fred Richards, William McGonagle. City Planner Doug Woodward and Administrative Specialist Denise Taschereau were also present.

Absent from the meeting were Dr. Douglas Black, Carol Durgy Brooks, Marilyn Fraser and Robert Johnson.

2. Minutes of January 4, 2007:

The commission considered the minutes of January 4, 2007. Chairperson Donovan made a motion to accept the minutes. Vice Chairperson Shurtleff seconded the motion. Chairperson Donovan asked if there was any discussion regarding the minutes.

Ms. Hengen asked that the following changed by made under section 3D:

- “Ms. Brooks asked if the committee should develop design guidelines” instead of Ms. Hengen.
- “Ms. Hengen responded that her estimate of the cost to develop design guidelines would be \$10,000” be replaced with “The cost to develop design guidelines would be substantial, upwards of \$10,000.
- The statement “This would be for relatively a small number of buildings” be removed.
- The statement “Ms. Hengen stated that it was her recollection that legal did not think the procedure was in the statue” be removed.

The motion to accept the amended minutes passed unanimously.

3. New Business:

Chairperson Donovan requested that two new items be added under new business. Item 3e: Budget and item 3f: Stump Dump Road.

3a. Montreal-Boston Bike Race – Self-Guided Tour:

Ms. Hengen discussed the idea of developing a self-guided tour of historical sights for cyclists and spectators of the bike race. This would be a collaboration of the Heritage Commission and the Penacook Historical Society. Ms. Hengen introduced Carol Foss, Chairperson and President of the Penacook Historical Society.

Ms. Foss explained to the commission the details of the race. She stated that it is a four day event starting in Montreal and ending in Boston. This race will attract professional cyclists from all over the world. The race will have two routes in New Hampshire. On August 10, 2007, the cyclists will race from Franconia Notch to Concord. They will overnight in Concord. On August 11, 2007, they will race from Manchester to Nashua. This will be the first bike race to cross an international border. Ms. Foss stated that this would be a great opportunity to organize other events in conjunction with the race. Some ideas that have been mentioned include an antique bicycle demonstration, ice cream social, boxed lunch, children's race, bicycle tours and self-guided tour.

Chairperson Donovan asked if this was the 1st annual bike race.

Ms. Foss responded that it is. Next year, the race will take the opposite route.

Mr. McConaha asked what route the race would take.

Ms. Foss stated that they are still working out the details of the route. The route entering into Concord is still being developed. More information can be found online at www.montreal-boston-tour.com and www.nh.gov/nhculture

Ms. Foss stated that a map or brochure would have to be published for the self-guided tour. Events could occur on the race day itself, and perhaps the weekend before.

Ms. Foss stated that the next meeting of the Concord organizing committee will take place on February 7, 2007 from 8:30 AM – 10:30 AM in the library basement.

Chairperson Donovan stated that the Heritage Commission would be interested in being involved in the project. He asked for a representative from the commission to attend the meeting to determine the commission's role.

Mr. McConaha responded that he would attend the meeting on behalf of the Heritage Commission.

Mr. Richards stated his concern that the roads in Concord are not very bicycle friendly, with few bike lanes.

Ms. Foss responded that if this race is a success, it could create opportunities for infrastructure improvements.

3b. Street Name Manuscript by Bernard Ash:

The commission is still reviewing the manuscript. Some members did note of inconsistencies with the manuscript. The commission will discuss the manuscript further at the next meeting.

3c. Electronic Message Center Signs:

Mr. Woodward gave some background regarding the issue. In the past the city has only allowed an electronic sign that stated the time / date / temperature. The Capital Center for the Arts was granted a variance and license for their marquee. Other businesses applied for electronic message center signs, and were denied by the Planning Board. This issue is now in court. If the signs are allowed, the issue of the size of the sign and the frequency in which the message changes will need to be determined.

Mr. Woodward stated that comments from the Heritage Commission would be welcomed on this issue.

3d. Commission Procedural Rules Amendment:

Mr. McConaha stated that he will compile documents from other communities that show how they deal with the issue. This issue will be discussed at a later date.

Mr. Richards asked if there are going to be tightening of the rules regarding informal meetings.

Vice Chairperson Shurtleff responded that there are four bills at the state level being discussed regarding the right-to-know. One of them is the communication via e-mail.

3e. Budget:

Mr. Woodward explained that the Heritage Commission presently has an \$800 budget with four line items for Advertising/Fees, Conferences, Membership/Dues, and Supplies. Mr. Woodward recommended that an additional line item for administrative services be added. The estimate for administrative services is \$100 per month, for a total of \$1,200 for the year.

Mr. McGonagle stated that he thought that is was a good idea to add the \$1,200 to the budget.

Mr. McConaha asked Mr. Woodward is the commission could get a balance on the trust fund.

Mr. Woodward responded that he would get the commission that information.

Mr. McConaha asked Mr. Woodward what the deadline was for the budget.

Mr. Woodward responded that he will be meeting with the Finance Director on February 12, 2007 with the budget, and then meeting with the City manager one week later.

Chairperson Donovan suggested that a few hundred dollars be added to the supplies line item for the upcoming bike race project.

Mr. Woodward responded that it would be better to put it into the budget now.

Ms. Hengen asked Mr. Woodward if other City Departments were budgeting for the bike race.

Mr. Woodward responded that he wasn't sure how other departments are handling the bike race.

Ms. Hengen requested that Mr. McConaha present the question at the bike race meeting that he will be attending on February 7, 2007.

Mr. McConaha made a motion to request a budget of \$2,200. Vice Chairperson Shurtleff seconded the motion. The motion passed unanimously.

3f. Stump Dump Road:

Mr. Woodward stated that the City Manager has asked for input from the Planning Board as well as the Heritage Commission regarding the renaming of Stump Dump Road. Capital Area Veterinary Emergency Service (CAVES) is in the planning stages of construction of a new emergency veterinary hospital at the intersection of Fort Eddy Road and Stump Dump Road. CAVES has suggested several new names for the road, but they all have a connection to the veterinary hospital.

Mr. McConaha asked what the timeframe was for a response from the Heritage Commission.

Mr. Woodward responded that a response would be needed before the City Council meeting in March.

Mr. Richards suggested that the name have some historical reference, perhaps regarding the floodplain.

Mr. McConaha stated that the name should represent the history and geography of the area.

Mr. Richards stated that he will do some research and report back to the commission.

4. Old Business:

4a. Demolition Review – Committee Report:

Vice Chairperson Shurtleff stated that there will be a meeting of the Demolition Review Committee with representatives from Code Enforcement on February 5, 2007 at 3:00 PM in City Council Chambers. The purpose of this meeting is to review the demolition rules and ordinances.

4b. Master Plan – Subcommittee Report:

No report given.

4c. Heritage Sign Program Report:

No report given.

4d. Sewalls Falls Bridge – Committee Report:

No report given.

4e. Architectural Surveys on the Website:

No report given.

5. Dates, conferences, correspondence:

None.

6. Other Business:

None.

A motion to adjourn the meeting was made by Chairperson Donovan at 6:00 PM. The motion was seconded by Vice Chairperson Shurtleff. The motion passed unanimously.

A TRUE RECORD ATTEST:

Denise Taschereau
Administrative Specialist II
Community Development Department