

**City of Concord, New Hampshire
Heritage Commission**

August 7, 2008

The Heritage Commission held its regular monthly meeting on Thursday, August 7, 2008, in the City Council Chambers in the City Hall Annex at 4:30 PM.

Present at the meeting were Carol Brooks, and Alternate Members Elizabeth Hengen and James McConaha. Mr. Woodward and Ms. Osgood of the City Planning Division were also present.

Mr. McConaha called the meeting to order at 4:35 PM and explained that the Chair had asked him to chair this meeting in the absence of the Chair and Vice Chair since he was the most recent member to have served as Chair of the Heritage Commission.

Mr. McConaha and Ms. Hengen were seated for absent members.

The Chair Pro Tempore explained that since there was not a quorum no formal action could be taken at this time.

2. Consideration of the Minutes of July 10, 2008.

Ms. Hengen noted that she left the meeting early on July 10, 2008, and she asked that the minutes reflect that she left before Old Business was taken up.

Mr. Woodward also noted that the Heritage Commission received a request from William Upton that the City erect a sign to commemorate James M. Langley. That request was briefly discussed at the meeting of July 10 and the Commission asked that Mr. Woodward contact Mr. Upton for further information and to invite him to discuss this request with the Commission.

Mr. Woodward reported he would see that these two items are added to the minutes of the meeting of July 10, 2008.

3. New Business

Mr. McConaha explained that the Heritage Commission had received a federal grant to identify and document the city's historic farmsteads and surrounding agricultural landscapes. He reported that the Commission had awarded the contract for the Historic Agricultural Resources Survey to Elizabeth Durfee Hengen in association with Roger Hawk and Sarah Dangelas Hofe and Tad Ellis, all local residents.

Mr. McConaha turned the meeting over to Mr. Hawk and Ms. Hengen to discuss their preliminary survey and analysis.

Mr. Hawk explained the grant for a survey project to identify and document, as well as to raise awareness of the city's agricultural resources such as barns and other outbuildings that are not necessarily currently in agricultural use but still convey their original purpose. He explained the team felt this was more than an identification project and that this should be more than just a report that sits on a shelf. He indicated that they hoped it would be used for public policy initiatives and education resources.

He reported the team had split this project into several phases, the first of which was to determine what exists today. He explained they had been directed to compile information on approximately forty historic farmsteads with a farmhouse at least fifty years old with an accompanying barn or other historic outbuildings and at least five acres of land, or a fifty-year-old farmhouse with at least ten acres of land that retains historic landscape features such as stone walls, foundations and burial grounds, or a fifty-year-old barn with at least ten acres of land that retains historic landscape features such as stone walls, foundations and burial grounds.

He reported that they had requested information from the City's tax records that produced a map showing more than 600 possible parcels. They were able to reduce that number to about 160 parcels that they actually reviewed, and then did a windshield survey which enabled them to further reduce the number of eligible properties to survey to about 40.

Ms. Hengen reported that, as a result of their initial analysis, they needed to limit the acreage criteria to more than ten acres.

Mr. Hawk presented a slide show and Ms. Hengen explained some of the candidates for inclusion in the survey.

Ms. Hengen indicated that they also took note of clusters of small parcels that are agricultural in use.

She also explained that there are two properties at St. Paul's School that fall under the criteria. She reported that they decided to suggest documenting these properties but not studying them as part of the project since the goal is to provide information for formulating City policy and those properties are in the relatively intact campus setting.

She indicated that there was another tier of properties that they felt were important but that did not fall under the criteria for the first level of study. Those would be included in a data base and documented and could be the subject of a follow-up project if funding allowed. That group would include a category of less than ten acres with notable buildings or more than ten acres with no agricultural buildings but a good farmhouse and farm landscape.

She reported that property owners are a key component to this project so it will be important to let them know about the project. To that end they have prepared a survey form to be mailed to the property owners with a cover letter describing the project and its purpose.

(Ms. Brooks left at 5:15 PM.)

Mr. McConaha suggested that a question be added to the proposed questionnaire asking if farming is still undertaken at the property and to describe its current use.

Ms. Hengen noted that the RFP asked that they provide Area Forms as part of the final product. Once they started looking at the project, they realized Area Forms did not make sense. She reported she had discussed this with a representative of New Hampshire Division of Historic Resources and had been assured that Inventory Forms would be an acceptable alternative.

Mr. McConaha asked about the public information aspect of the project. Mr. Hengen responded that they hope to have a public forum in mid-October to present findings of the project and to talk about preservation tools available. She suggested they also work with the Conservation Commission and one or both of the historical societies in the city.

Mr. McConaha felt this was a great opportunity to remind people of Concord's agricultural history.

Ms. Hengen discussed newspaper publicity. It was agreed that Mr. Woodward would make mention of the project in the City Manager's weekly newsletter after Labor Day as a way of initiating publicity in the newspaper.

There was no further business to come before the Commission and the meeting adjourned at 5:45 PM.

Respectfully submitted,

Douglas G. Woodward
City Planner

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