

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**August 1, 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, August 1, 2013, at 4:30 p.m.

1. Call to Order and Seating of Alternates:

The Chair called the meeting to order at 4:40 p.m.

Present at the meeting were Chair Phil Donovan, and Members Marilyn Fraser, Richard Jaques, John Regan and Dr. Bryant Tolles. City Planner Gloria McPherson and Administrative Specialist Patricia Murray were also present.

2. Approval of Minutes of the July 11, 2013 meetings:

The Commission considered the minutes of the July 11, 2013 Heritage Commission meeting.

Ms. Fraser moved to approve the July 11, 2013 Minutes. Mr. Jaques seconded the motion and the motion passed unanimously.

3. New Business

a. Update on the 2013 CLG Grant:

Mr. Donovan reported that he, Ms. McPherson and Mr. Jaques met with the NH DHR to discuss the requirements for the project proposal. Parameters were set regarding the scope of work, timing of submission of documents to the DHR, dates, RFP language, etc. Ms. McPherson will write up the RFP which will be able to be posted after City Council accepts and appropriates the grant funds at their meeting on September 9, 2013.

b. Update on the Concord gas holder building

Chair Donovan stated that there are no updates. A discussion followed regarding the article in the Concord Monitor and whether the building is on the National Register. The Commission will request an update from Mr. Richards at the next meeting. Mr. Regan will follow up on the discussion he had with Liberty Utilities, the property owner, regarding the claim that Energy North/Liberty Utilities is planning to repair the damage sustained from the downed tree.

4. Regular business

a. Demolition Review – Committee Report

Nothing in-house to report.

b. Heritage Sign Program

Nothing new to report.

c. Grant Funding Work Group

Nothing new to report.

d. Update on Demolition Permit funding

Ms. McPherson will follow-up with Code.

5. Informational Items

None this month.

6. Any other business to come before the Commission

Mr. Regan, Dr. Tolles and Mr. Jaques will not be able to attend the next meeting.

There being no further business to come before the Commission, Ms. Fraser moved to adjourn the meeting. Dr. Tolles seconded the motion and it passed unanimously.

Adjournment at 4:56 pm.

Respectfully Submitted,

Patricia Murray  
Administrative Specialist