

HERITAGE COMMISSION
Meeting Minutes
September 5, 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, September 5, 2013, at 4:30 p.m.

1. Call to Order and Seating of Alternates:

The Chair called the meeting to order at 4:37 p.m.

Present at the meeting were Chair Phil Donovan, and Members Marilyn Fraser, Richard Jaques, Carol Brooks, Robert Johnson and Frederick Richards. City Planner Gloria McPherson and Administrative Specialist Patricia Murray were also present.

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

The Commission considered the minutes of the August 1, 2013 Heritage Commission meeting. Ms. McPherson stated that section 3. a. last line should read "September 9, 2013" in place of "August 12, 2013".

Mr. Jaques moved to approve the August 1, 2013 Minutes with the change to Section 3. a. Mr. Richards seconded the motion and the motion passed unanimously.

3. New Business

a. Update on the 2013 CLG Grant:

Ms. McPherson reported that this item is slated for the September 9 City Council meeting. She hopes to issue the RFP on Tuesday September 10, 2013 after council action, which she expects to be positive. Ms. McPherson distributed a consultant list which she had compiled. Proposals will be due by October 16 which is an appropriate time frame.

b. Update on the Concord gas holder building

Mr. Richards had nothing new to report. Discussion about the intentions of the property owner ensued. Ms. McPherson stated she has spoken to a representative from Liberty Utilities, the owner of the property, and they have every intention of fixing the roof and had asked if there were any grant funding opportunities for restoring the roof. She asked if Commission members had any suggestions for any available grant opportunities. Mr. Richards believed it was unlikely that an application from a utility company would be viewed favorably when smaller non-profits

generally compete for grant funding. Chair Donovan, Mr. Richards and Ms. Brooks will compose a letter to the owner expressing concerns and requesting a site visit.

4. Regular business

a. Demolition Review – Committee Report

Nothing in-house to report.

b. Heritage Sign Program

Ms. Brooks reported that 2 applications have come in since July. The first application had a page missing and the second application for 92 North State Street requesting a Circa 1865 sign has been approved.

c. Grant Funding Work Group

Nothing new to report.

d. Update on Demolition Permit funding

The intent of the demolition permit fee is to provide funding to record properties. Ms. McPherson noted that all Code Division fees are ordinance based and must be approved by City Council. She suggested, as a first step, talking to other communities within NH and other New England states to see if any have a comparable fee.

5. Informational Items

None this month.

6. Any other business to come before the Commission

Ms. Brooks will not be able to attend the next meeting.

There being no further business to come before the Commission, Chair Donovan moved to adjourn the meeting. Mr. Richards seconded the motion and it passed unanimously.

Adjournment at 5:20 pm.

Respectfully Submitted,

Patricia Murray
Administrative Specialist