

**HERITAGE COMMISSION
Meeting Minutes
October 1, 2015**

The Heritage Commission held its regular monthly meeting in the City Council Chambers, City Hall Annex, 37 Green Street, Concord, New Hampshire, on Thursday, October 1, 2015, at 4:30 p.m.

1. Call to Order and Seating of Alternates:

The Chair called the meeting to order at 4:30 p.m.

Present at the meeting were Chair Phil Donovan, and Members Carol Brooks, Richard Jaques, Robert Johnson, Fred Richards, Stephen Shurtleff, Bryant Tolles and Rich Woodfin. Planning Division Administrative Specialist Patricia Murray was also present.

2. Approval of Minutes of September 3, 2015:

Mr. Jaques moved to approve the September 3, 2015 minutes as written. Mr. Johnson seconded the motion and the motion passed unanimously.

3. New Business

None

4. Regular business

a. Demolition Review – Committee Report

Mr. Richards reported that an application for 68 Shaker Road was received. The owner had demolished the garage before Mr. Richards was able to go to the site.

Mr. Woodfin stated NHDOT is ready to demolish three buildings at the bus station and asked if photos had been taken yet. Mr. Richards will follow up.

b. Heritage Sign Program

Ms. Brooks stated minor adjustments to the Heritage Sign Program application have been made. She has also suggested changes to the website including a more user friendly link to the Sign Program. Ms. Murray will work on getting those accomplished. Ms. Brooks handed out a list of the approved signs to date and stated a more detailed list is in the works. Her goal is to have a historical list published to the website.

Ms. Brooks updated the Commission on the Concord 250 Sign Program. She spoke about placing more advertising in the Monitor to publicize the program and asked if Concord 250 could not fund the ad if the Commission would consider funding. Mr. Woodfin stated he would be willing to find the ad if Concord 250 could not. Ms. Brooks stated a decision regarding the printing of the signs should be made by November 7th in the event that the order is not full by then.

c. Update on Demolition Permit funding

Chair Donovan stated he received an email from Carlos Baia. Mr. Baia researched permit fees and suggested adding a surcharge which would be a percentage of the demolition fee. Chair Donovan will schedule a meeting with Mr. Baia to discuss further.

d. Doyen Park Monument

Chair Donovan reported that Councilor Champlin is working on this.

5. Informational Items

a. Status of the Gasholder building roof repairs.

Mayor Bouley was present. Discussion regarding the status of the Gasholder Building ensued.

6. Any other business to come before the Commission

• Invitation to comment from EBI Consulting pursuant to Section 106.

The Commission received correspondence from EBI Consulting regarding a proposed telecommunications facility installation by Verizon Wireless at Sheep Davis Road. Chair Donovan believes this is the invitation that was presented in a previous meeting. He will check the minutes and report his findings.

There being no further business to come before the Commission, Chair Donovan adjourned the meeting at 5:45 pm.

Respectfully Submitted,
Nancy Larson
City Planner