

**HERITAGE COMMISSION
Meeting Minutes
November 5, 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, November 5, 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, Stephen Shurtleff, Bryant Tolles and Rich Woodfin. City Planner Nancy Larson and Planning Division Administrative Specialist Patricia Murray were also present.

2. Approval of Minutes of September 3, 2015:

Mr. Woodfin moved to approve the October 1, 2015 minutes as written. Councilor Shurtleff seconded the motion and the motion passed unanimously.

3. New Business

- a. Request for comment by the NH Division of Historical Resources regarding proposed demolition of an existing residential structure associated with the Minor Site Plan application by Nobis Engineering on behalf of St. Paul's School requesting construction of a new 4-unit 10,653 SF faculty housing building including three detached garages, driveways, utilities, landscaping and stormwater controls at 199 Dunbarton Road within the Open Space Residential (RO) District. Map/Block/Lot: 92-2-1 (2015-0041) *The Heritage Commission will only be commenting on the proposed demolition, not the proposed site plan.***

Chair Donovan stated he and Mr. Richards had done a site visit through the Demolition Review Committee. The house is not visible from any public way and the old farmhouse is in a state of disrepair. The proposed building will look similar to the newer houses on campus. He stated they had no significant comments. Dr. Tolles agreed with Chair Donovan's findings. Mr. Woodfin asked if the interior of the building had been photographed. Chair Donovan stated there was nothing to document in the interior. Chair Donovan will respond to DHR.

4. Regular business

a. Demolition Review – Committee Report

No update.

b. Heritage Sign Program

Ms. Brooks stated she is working on a historical list of the Heritage Signs that have been produced to date which will include a description of the property. She reported that there are 14 applications for the Concord 250 sign program. A discussion ensued regarding printing the signs without a full order and when to halt advertisement. The program will accept applications until November 17th and Ms. Larson will check with Concord TV regarding advertisement. Ms. Brooks will work with Advantage Signs to produce the signs that have been paid for. Chair Donovan suggested hand delivering the signs to eliminate that cost from production.

c. Update on Demolition Permit funding

Chair Donovan stated he met again with Carlos Baia. Mr. Baia suggested using the funds from the old heritage Concord Inc. Ms. Brooks stated the money was given for purposes for which the Commission was constituted. Chair Donovan stated an RFP would be the first step.

Aside: Ms. Brooks asked about the pillars at Abbott Village which were supposed to be put back after construction. Ms. Larson stated she would check the conditions of approval and follow up.

d. Doyen Park Monument

No update.

5. Informational Items

a. Status of the Gasholder building roof repairs.

No update.

6. Any other business to come before the Commission

Mr. Jaques inquired about CLG Grants. Ms. Larson will look into it; she stated the grants are usually every two years. This will be an agenda item next month.

There being no further business to come before the Commission, Chair Donovan adjourned the meeting at 5:19 pm.

Respectfully Submitted,
Nancy Larson
City Planner