

**HERITAGE COMMISSION  
Meeting Minutes draft  
December 3, 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, and Bryant Tolles. City Planner Nancy Larson and Planning Division Administrative Specialist Patricia Murray were also present.

**2. Approval of Minutes of November 5, 2015:**

Mr. Jaques moved to approve the November 5, 2015 minutes as written. Dr. Tolles seconded the motion and the motion passed unanimously.

**3. New Business**

**a. CLG Grant follow up; identify areas for continued carriage house study.**

Chair Donovan stated the last grant included a study of the West End Carriage Houses. The Commission needs to decide if they want to continue this study into other areas. He asked when the grant application was due. Ms. Larson said she would gather the information for the next meeting. The recommendations from the last grant included: to conduct a more intense survey on the properties in the West End; to create a historic district in the West End; and to study other neighborhoods.

**b. Abbott Village pillars follow up.**

Ms. Larson reported that she spoke to Jason Garland, contractor, who stated the property was purchased by a new company in 2007. Mr. Garland doesn't recall the original fence that was supposed to be relocated. He believes it was likely removed before the new company purchase. Ms. Larson stated she informed Mr. Garland of the condition of approval that the posts need to be reinstalled. Ms. Larson stated she visited the site and does not recall seeing a pile of granite posts. Mr. Garland also does not know of any stockpile. Ms. Larson will continue to research and stated she will not sign off on the building permits until all conditions are met. Discussion ensued about possible mitigation to replace the posts.

**4. Regular business**

**a. Demolition Review – Committee Report**

Chair Donovan reported that he and Mr. Richards photo documented the City owned house at 15 Prince Street which is slated for demolition this month. The site will become a parking lot for City vehicles.

**b1. Heritage Sign Program**

No new Heritage Sign applications

**b2. Concord 250 Heritage Sign Applications**

This program ended on November 17, 2015. There were 16 applications.

**c. Update on Demolition Permit funding**

Ms. Larson will follow up with Mr. Baia as to the availability of the funds. Discussion regarding formalizing the Demolition Permit process ensued.

**d. Doyen Park Monument**

No update.

**5. Informational Items**

**a. Status of the Gasholder building roof repairs.**

Chair Donovan reported that he spoke with Mayor Bouley regarding the Gasholder building. The Mayor stated that Liberty Utilities wants to get rid of the building. The Mayor would like Heritage Commission members to think of ways the City could acquire and repurpose the building. A small committee may be formed to work with the NH alliance to acquire the building. Mr. Jaques and Dr. Tolles expressed interest in participating on the committee. Chair Donovan is meeting with Mayor Bouley and will get more information.

**6. Any other business to come before the Commission**

The Commission thanked Ms. Murray for her work with the Commission and wishes her well in her new endeavor.

There being no further business to come before the Commission, Chair Donovan adjourned the meeting at 5:34 pm.

Respectfully Submitted,  
Nancy Larson  
City Planner