

HERITAGE COMMISSION
Meeting Minutes
October 6, 2016

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 6, 2016 at 4:30 p.m.

1. Call to Order and Seating of Alternates

Chairman Donovan called the meeting to order at 4:35 p.m.

Present at the meeting were Chair Phil Donovan, Vice-Chair Frederick Richards, and members Robert Johnson, Richard Woodfin, Bryant Tolles, Jr., and Richard Jaques. Acting City Planner Heather Shank and Planning Division Administrative Specialist Lisa Fellows-Weaver were also in attendance. City Councilor Stephen Shurtleff arrived at 4:40 p.m.

2. Approval of Minutes of September 1, 2016

Mr. Tolles moved to approve the September 1, 2016 minutes. Mr. Woodfin seconded the motion, and the motion was unanimously approved.

3. New Business

a. CLG Grant ~ Follow up

Ms. Shank provided a brief update noting that she is working on the resolutions for Council to accept the grant. She will continue with this process so the RFP can go out in November.

b. Delivery of Draft RFP for CLG Grant

Copies of the RFP were previously emailed to members for review. Ms. Shank noted that the RFP has been updated based on the review and comments from Amy Dixon of the NH Division of Historical Resources. She explained the RFP process and a brief discussion was held.

Mr. Donovan stated that the purpose of the grant is to get the Gas Holder building on the national register. He reviewed the necessary items to complete this process and added that the two most important items are the “Deliverables” and the “Timeline”. He stated that the RFP should be completed and submitted by November with expectations for proposals by December 23. The final nominations and completion will be by July 2017.

Mr. Johnson provided some history relative to the Gas Holder building. He stated that in September 1938 a hurricane came through and it was then that this building was noticed to be leaning to one side.

On a motion made by Councilor Shurtleff and seconded by Mr. Richards, a motion to approve the RFP, as written, was unanimously approved.

4. Regular Business

a. Demolition Review – Committee Report

Mr. Richards indicated that there were no new reports from the Demolition Review Committee (DRC).

Mr. Donovan referred to the September meeting minutes and asked about the demo report given for 34 Pembroke Road. Mr. Woodfin explained that the building has been demolished in order to comply with federal regulations

HERITAGE COMMISSION
Meeting Minutes
October 6, 2016

Mr. Donovan also inquired as to the status of the Break O' Day Drive demolition permit mentioned last month, specifically if there is an expiration date for permits. Discussions ensued relative to permits being transferable and establishing a time limit for demo permits. Mr. Richards will follow up on permit for this application as well as time limits for permits and transferring permits.

5. *Informational Items/Other*

a. Photographic Documentation Project

Mr. Donovan asked if for an update regarding the photographic documentation project. Mr. Donovan explained that it is now a new fiscal year and there is no funding now so a new resolution would be needed for any money at this time. Mr. Woodfin stated that his offer still stands and that no funds would be needed. Mr. Richards will follow up with this project.

b. Concord Steam

Mr. Woodfin stated that he met with a group of people regarding Concord Steam last week. He asked if there are issues regarding the welfare of the historic buildings in the area. He stated that there are some buildings that will be facing problems as they will not be heated, which will cause problems to the structures. He mentioned that the repairs/replacements of furnaces will be costly not only to the property owners but also to the tenants. He added that these changes may have ramifications to the downtown area.

Mr. Shurtleff noted that there will be \$1.9 million given back to lower rates; however, there are no special programs. He noted that Liberty Utilities will try assisting property owners in getting grants for furnaces; the State will take care of the Walker House. Additional comments were made expressing concern as to what will happen to the buildings and the streets when the steam is turned off.

Mr. Richards stated that he is not aware of any grants; however, the Commission should comment that they would support anything to save the historic resources of the downtown area.

c. Appealing to the ZBA

A discussion was held regarding appealing Commission's decisions to the ZBA. Mr. Robertson referenced a recent article in the Union Leader about these decisions being appealed. He felt that the ZBA may not be the proper avenue for appeals. He stated that he will follow up on this item and report back to the Commission.

There being no further business to come before the commission, on a motion made by Mr. Woodfin, seconded by Mr. Richards, Chairman Donovan adjourned the meeting at 4:46 p.m.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist