

HERITAGE COMMISSION
Meeting Minutes
November 2, 2023 - DRAFT

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, November 2, 2023.

Attendees: Chairman Richard Jaques, Vice-Chair Jim Spain, Councilor Jennifer Kretovic, Members Dr. Bryant Tolles Jr., Mike Dunn and Carol Durgy Brooks, and Alternate Althea Barton

Staff: Heather Shank, City Planner
Krista Tremblay, Administrative Specialist II

1. Call to Order and Seating of Alternates

The meeting was called to order by Chairman Jaques at 4:30 p.m. Chairman Jaques stated that they will not need to seat Ms. Barton as they have a quorum.

2. Approval of Minutes

Chairman Jaques made a motion to approve the minutes from October 5th, 2023 subject to the changes. Mr. Spain approved motion. Mr. Dunn seconded. Ms. Shank requested an addendum to the motion as there were changes requested by Ms. Barton. Ms. Barton wanted to discuss the October 5th corrections to the draft minutes. Ms. Brooks requested to go over Ms. Barton corrections and then they can go over Ms. Brooks corrections. Ms. Brooks have no objections to revisions requested by Ms. Barton. Ms. Brooks provided her revisions. Ms. Shank suggested to amend Ms. Brooks statement to read “Ms. Brooks would like for members to inform Ms. Shank as soon as they receive the document”. Ms. Brooks agreed. Chairman Jaques informed Commission there is a motion and it was seconded. Councilor Kretovic noted there is revisions to the October 5th, 2023 minutes. All in favor, motion carried.

Chairman Jaques brought up the October 19th, 2023 minutes. Ms. Shank explained to the Commission the revisions made to the October 19, 2023 minutes. There are several large paragraphs that were not added without the Commission reviewing and agreeing with the addition. Ms. Barton has a handout with changes for the members to approve. Councilor Kretovic is in support of the changes made by Ms. Barton. Chairman Jaques is in support. Chairman Jaques made motion to approve minutes with the following changes made by Ms. Barton. Ms. Brooks handed out more changes to be made to October 19th, 2023 minutes. Ms. Brooks noted some of the changes she recommended was already taken care of with the revisions provided by Ms. Barton. Ms. Brooks pointed out page three where the motions are grouped together. She explained the way the minutes read they do not talk about using the framework that the City staff had provided and the commission ended up inserting. Ms. Brooks stated the motions should read in parts as one, two and three. Ms. Shank stated she copied the staff memo and inserted into the minutes. She explained the motions are in three parts. The first motion is what staff noted in memo. However, after that motion there was a lot of discussion. Ms. Brooks agreed. Ms. Shank explained the second two motions happened very quickly. There was no discussion between the motions. Ms. Brooks stated what is missing in the minutes is the framework of the language in the last page of the city’s memo. Chairman Jaques pointed out that the way the minutes read now has the information Ms. Brooks is requesting however, it is not done the same way. Ms. Brooks feels this is three separate motions and discussions. However, if you look at the way the minutes are constituted it is hard to understand the exact motion. Councilor Kretovic offered a suggestion to re-work the sentence before first motion to reflect the Commission elected to take up the three parts in the staff memo as three separate motions. The first being Councilor Kretovic made a motion it was amended by Ms. Brooks to determine that and insert the suggested paragraph provided by Ms. Brooks. Councilor Kretovic states the discussion happens. Then part two of the staff memo Ms. Brooks made a motion to determine. Then part three of the staff memo Councilor Kretovic

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motioned. This way you are separating it out so there are three separate motions using the staff memo as a guide. Ms. Shank stated staff will revise the minutes with the suggested revisions. Councilor Kretovic made a motion to table the October 19th, 2023 minutes until the next meeting December 7th, 2023. Mr. Spain seconded. All voting members in favor. Passed unanimously.

3. New Business

a) Concord Stables Building – Clean Up Grant – request from the Director of Special Projects for a letter of support

Ms. Shanks stated she spoke with Beth Fenstermacher and was informed they do not need a letter at this time as EPA will not accept a letter. Later phases of the project she may come back to ask for a letter.

4. Demolition Review Committee – Jim Spain

Mr. Spain reported there is one property located at 8 Gail St, by Memorial Field. The committee discussed the property and it was found not to be historically significant and approved to be demolished.

Ms. Barton asked what type of building is located at 8 Gail St.

Mr. Spain said it was a post-World War II residential building. It is a small house on a double lot.

5. Heritage Sign Program – Carol Brooks – There are no new inquires.

6. Planning Board Update – Heather Shank - Nothing to report.

7. Council Update – Councilor Kretovic – Councilor Kretovic stated the letter sent to City Council in reference to the language regarding the history of the City of Concord that appeared in the budget was on the last agenda. Councilor Kretovic was not present at the October City Council meeting. Councilor Kretovic explained they were looking for someone at the City Council meeting to make a motion to change the history on the website and work with the public information officer. Number two, work with the public information officer and community development to develop our own demographic page to be inserted into the budget. Number three, if you really want Council to work with the State of New Hampshire tell them to do so. Action was needed one and two. Councilor Kretovic spoke with City Manager Aspell and explained they were looking for input. Councilor Kretovic explained City Manager Aspell agrees that we should not be having any conversation with the State of New Hampshire. City of Concord and the State of New Hampshire are two separate entities with their own information and can be removed from the budget if the Council agrees to direct staff to change the history on the website. Councilor Kretovic explained she will make this motion in the November meeting.

Ms. Barton stated she was watching the end of the Council meeting. She explained there was sort of an offhand comment. Ms. Barton explained the comment made at the City Council meeting about whether people existed here for thousands of years. Ms. Barton recollection of the minutes was inconclusive or maybe there was some question about that. Ms. Barton stated her relocation of the discussion during the meeting was not that there were opinions one way or the other that people have been here for thousands of years it was generally that language that they were looking at from the State of New Hampshire had a lot of discrepancies. Councilor Kretovic stated that is how she understood it was well. Ms. Barton asked for clarification if this is something that will be discussed at

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City Council and this is not an item Heritage Commission needs to be involved in at this time. Councilor Kretovic explained we, as the Heritage Commission, will work with the public information officer to assure what information we have on the City of Concord website is reflective of our history if directed by Council. Councilor Kretovic explained that is what should be used in any documentation that is put together for a demographic page included in the budget. However, the state of New Hampshire demographic page with its inaccuracy's would no longer be in the budget in that case.

8. Old Business

- a) Magnificent Ten – [Program Name](#): Honoring Architectural – Historic Buildings – Chairman Jaques stated this will be discussed in the December meeting.
- b) Gas Holder Building – Ms. Barton stated there is no update.
- c) Website – Mr. Dunn was at an antique bookshop and found a nice pamphlet and Civil War pictures.
- d) Monuments & Granite Markers – Mr. Spain stated nothing new to report.
- e) Norris Mansion – Mr. Spain was contacted by Jamie Costa from Concord magazine. Mr. Spain explained Jamie Costa is doing an article in Concord magazine this fall. Mr. Spain gave information and facts about the Norris House. They would like to have the building moved to the old Friendly's site.
- f) CSX Tower – Mr. Spain wrote a letter to CSX and expressed wanting to preserve the signal tower building. Mr. Spain felt this might be a long shot. However, he felt it was important to try to save the tower given Concord's history with the railroads. After three weeks with no response Mr. Spain contacted the local CSX contact. The local CSX contact informed Mr. Spain they are in discussion with corporate office in reference to this tower. CSX will be sending a response to the letter sent by Mr. Spain.

9. Any other business to come before the Commission

- a) Correspondence – Ms. Shank stated there is nothing to report.

Ms. Barton explained the Preservation Alliance posted the Seven to Save list. Ms. Barton explained if there any potential candidates for Concord next year we can nominate. There are two upcoming Perseveration Alliance webinars during the lunch hour November 9th and November 14th. Ms. Barton has a comment on the “Red Barn” on Black Water Rd and Horse Hill Rd. Ms. Barton explained the property was a part of the Jobin Family and part of an estate for a very long time. The property is on the market on an exclusive listing. Ms. Barton explained there has been a lot of interested in the property with approximately 5 acres in a residential zone. There is a new buyer interested in turning the barn into a home and hope to have a sale this week. Ms. Barton stated there is a milk wagon and hay wagon inside that will be discussed at the next meeting.
- b) Attendance – Ms. Brooks, Councilor Kretovic, Mr. Spain, Chairman Jaques and Mr. Dunn plan to attend next month's meeting.

10. Adjournment

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With no other business to address, Councilor Kretovic, motioned, seconded by Ms. Brooks adjourn the meeting. All voting members in favor. Motion passed unanimously at 5:20 p.m.

Respectfully Submitted,
Krista Tremblay
Administrative Specialist II

Next regular monthly meeting on December 7th, 2023