

Approved as prepared at
21 March 2019 meeting



21 Feb 2019
Heritage Commission Conference Room
237 Atlantic Avenue

Present:

Paul Cuetara
Jane Currivan
Donna Etela, Chair

Jim Maggiore (arr. 9:45am)
Jane Robie
Cynthia Swank

Alternates: Jeff Hillier, Vicki Jones, Nancy Monaghan, Carol Seely

1. Call to Order at 9:32am

2. Treasurer's Report. The Treasurer reviewed her January report covering November and December, distributed prior to the January meeting but not voted upon due to the Treasurer's absence. She also presented the February report.

The NH Preservation Alliance membership renewal had been left for the Finance Director but evidently not received by him. Currivan resubmitted and it has been paid.

Cornwell indicated that the \$1000 donation to the Friends of Centennial Hall to go toward matching the LCHIP grant has been made and he will charge the Heritage Fund before the end of the fiscal year.

The Heritage Commission has \$950 in its operating budget and, taking into account the pending \$1000 debit, \$5484.27 is available. The two reports were approved. (The January one Swank moved, Robie seconded; and the February one Robie moved, Swank seconded).

3. Approval of Minutes

The January 17, 2019 minutes were approved unanimously. (Robie moved, Etela seconded)

4. Old Business

Town Hall RFP. John Schnitzler has agreed to do the work and will begin this year according to his plan.

Process for HC consultation on Town owned historic buildings. A sub-committee of Cuetara, Currivan, Etela, and Swank will review the Commission's by-laws and rules of procedure, last revised in 2014, to ensure consistency in the description of various processes where the Commission and other town functional areas cooperate. The Town owned historic buildings process description was tabled. [see next item].

Certified Local Government Sub-Committee. Jones reported on the February 8th discussion with Nadine Miller, Deputy State Historic Preservation Officer & CLG coordinator, and Brandee Laughlin, National Register & preservation tax incentives coordinator of the Division of Historical Resources. The two think it feasible and will provide assistance and advice as the Commission proceeds.

[10:03am. Ben King arrives after inspecting the eyebrow windows in the attic. The Chair had been given King's name and she asked him to look at the windows because the painter thought they needed to be assessed. King reported they can be removed from the inside. The sash might be cleaned up, then reglaze and reset the glass. The wood looked all right but if it needs to be replaced, King knows someone who could reproduce the frame. Etela asked him to provide two cost estimates for the Select Board with a copy to the Heritage Commission: 1) if the wood needs to be replaced; or 2) if the wood is good. There was some discussion of the paint Apple Painting may have used. King may try to find out if the Town does not know.]

Jones resumed *re* CLG work session. The aim is a March 2020 warrant article for an Historic District comprised of the two National Register town-owned buildings, Town Hall and the original Library (stone building). If the warrant passes, the Heritage Commission would prepare the application for the Town to become a Certified Local Government. The benefit is the opportunity to have access to Federal money given to CLGs *via* an annual grant process. Etela mentioned the cemeteries as a possible focus for a CLG grant if the Town approves.

[10:10 Cuetara leaves]

Economic Development Committee Update. Monaghan reported that the EDC's proposal will be discussed at this Monday's Select Board meeting. The EDC is requesting \$15k to prepare a rendering of what the proposed Village Center might look like. She indicated that the Planning Board has set up an Economic Development Plan *ad hoc* committee to deal with all things relating to the Economic Development Committee.

Monaghan responded to the Chair that she is willing to serve again as the Planning Board's representative to the Heritage Commission and will inform the Planning Board at its March 19th meeting.

Centennial Hall. Etela had distributed to members the thank you letter from the Friends of Centennial Hall.

Historical Society website update. Jones reported that if the Heritage Commission wished to have the 550 photos Lisa Mausolf took for the town-wide historic resources survey included on the Historical Society's website, the website designer estimated his charge at \$1800. Swank thought such an expense might be borne by the Town as putting other Commission image files on the Town website has not proved feasible. Maggiore suggested that the Heritage Commission could request by mid-June that funds for the purpose be encumbered from the undesignated fund balance.

Action Items. None not already covered.

5. New Business

HC nominations. Swank, Hillier, Seely, and Jones are all willing to continue as member and alternates respectively. Each will send Town Administrator Bryan Kaenrath an email to that effect. The positions are being posted.

Other new business not on the agenda.

Demo Review prospect. Maggiore indicated that there may be a demo review for a barn moving to within a wetland buffer. No particulars were provided. Monaghan suggested other land use boards are likely to be involved because of the wetlands, and the owner may wish to contact them first.

Map and walking tour. Swank wondered whether the Rockingham Planning Commission might overlay a Conservation Commission map that shows town-owned conservation land and other land that permits public access and the Heritage Commission's historic resources map and at what cost. She contacted Jenn Rowden who indicated it is feasible; PDFs only would be \$100; printed maps \$200. The Conservation Commission is in the process of updating its maps. At the Chair's suggestion, Swank will contact Conservation Commission chair, Lisa Wilson, to learn her reaction and recommendation before the March meeting. This project also might warrant encumbering funds before the end of June.

6. Next Meeting Date & Time. 3/21/19 @ 9:30am

7. Adjournment 11:20am

Cynthia G. Swank
Recording Secretary