

Approved at
21 Jul 2016 meeting



16 June 2016
Heritage Commission Conference Room
237 Atlantic Avenue

Present:

Jane Currivan
Donna Etela, Chair
Jim Maggiore
Jane Robie
Cynthia Swank

Alternates: Carolyn Brooks, Jeff Hillier, Nancy Monaghan

Absent: Paul Cuetara, Vicki Jones

Also present: Rick Milner, Planning Zoning Administrator

1. The meeting was properly posted. The Chair called it to order at 9:33 am. Hillier to vote for Cuetara. There were introductions of members and Rick Milner.

2. Treasurer's Report. The Heritage Commission Fund earned 63 cents interest. Total funds are \$6052.80 but there also is an account payable of \$2785. The vendor has been paid; Maggiore will find out if the money will come from the Heritage Commission's or another town account.

Currivan made a motion that the unexpended money in the Heritage Commission's budget line be transferred to the Heritage Fund at the end of the fiscal year. Robie seconded. Members approved unanimously. Currivan will provide Cornwell with a copy of the minutes with our request.

3. Approval of Minutes.

May 19, 2016. Maggiore moved, Robie seconded and minutes as prepared were unanimously approved.

June 2, 2016 Special Meeting. Maggiore moved, Robie seconded and minutes as prepared were unanimously approved.

4. Old Business

Cell tower item moved up. After the June 2nd special meeting, the Heritage Commission learned it had also received a letter from EBI Consulting, identical to the one sent to the Planning/Zoning Administrator. Maggiore reported that Town Administrator Apple had

responded to the request for comments; Maggiore will forward a copy of Apple's letter to the Chair and indicated that Apple thought there was no need for the Commission to respond. Some members suggested the Commission might wish to acknowledge receipt *via* letter or email.

Potential zoning ordinances item moved up. A discussion with Milner ensued about areas where the Heritage Commission responsibilities and other town land use staff and board activities may overlap. Among them are discretionary barn easements and demolition reviews.

Milner indicated he will look at the *Historic Resources Section* of the Master Plan. Etela noted one of the recommendations is to have the Planning Board initiate an annual meeting of representatives of all land use boards to improve communication and collaboration where warranted. It is on PB Chair Harned's to-do list. Taking into account historic features, sites, uses, and views as part of subdivision and site plan reviews formally or informally was suggested. Naming of new roads and protection of stone walls were discussed.

Monaghan had sent a list of ordinances on which the Planning Board is working, including one relating to accessory apartments. A real life example involving a potential applicant for a demolition permit who also wishes to create an accessory apartment suggests the need for communication in a timely manner among all parties and the key role of the Code Enforcement Officer.

[Milner departs at 10:33 am]

Barn Easements. Etela reported on the Select Board meeting where the two barn easement applications were on the agenda. The Walnut Avenue application was approved at the percentage the Commission recommended but the Assessor omitted a portion of the barn where a laundry area had been created and insisted upon a lower square footage than the Commission's calculation.

There was no vote on the Lafayette Road one. There are two open code enforcement cases against the owner *re* wetlands and an apartment. The applicant stated he had not been informed in advance of the meeting; he explained the two cases and withdrew the application.

Etela suggested as part of the workflow procedures for the discretionary barn easement applications that 1) the applicant be given the packet in advance of the public hearing; and 2) the public hearing be at or near the top of the agenda so that applicants need not sit through a long meeting. She noted the Commission's desire to have the Code Enforcement Officer do the inspections with the Heritage Commission for monitoring and renewals. Currivan suggested that any violations be put in the property file and have the CEO screen before they are given to the Commission. Maggiore will draft the workflow procedures.

HC/HDC Date, location, speaker/program/committee. The Stratham Heritage Commission has agreed to co-sponsor the event. Etela spoke with Hank Brandt and there will be a tour of the Gov. Dale Farm before the meeting.

[Monaghan left at 11:03]

275th Town Anniversary. Maggiore had no update from the person he contacted.

[Currivan left at 11:04]

Communications from LBH Heritage Commission. Dickie Garnett, one of the Little Boar's Head Commissioners, asked for information about how the Heritage Commission handles demolition reviews and copies of any forms. Etela responded. Debbie Kanner also emailed and is to send pictures of the barn.

Action Items -- Most action items not yet discussed were for Maggiore and several will be resolved at the June 22 Select Board work session. Swank will send him the name of the company that makes commercial UV film. She also will send the brief history of North Hampton that appears in the Historic Resources section of the Master Plan. Other items are Commission representation on the Economic Development Committee and participation in revamping of the Town website. Etela and Swank need to meet with Apple *re* Megaethoscope policies and forms.

5. New Business

Coastal Risk Group meeting. Hillier will report at the next meeting.

Centennial Hall. Marcy McCann asked Etela and Swank to attend a meeting last Thursday with Maggie Stier of the NH Preservation Alliance and Steve Bedard who will do an assessment and estimate for the continuing restoration of Centennial Hall. They hope to obtain a grant from the Alliance to defray some of the costs.

After the meeting, Swank spoke with Bedard about Town Hall. He was unaware he was hired to do the assessment. Swank informed Apple of the miscommunication. Maggiore will follow up.

6. Next Meeting Date & Time. Thursday, July 21 at 9:30am.

7. Adjournment. 11:20 am

Cynthia G. Swank
Recording Secretary