North Hampton Heritage Commission

21 Nov 2019
Heritage Commission Conference Room
237 Atlantic Avenue

Present:
Jane Currivan
Donna Etela, Chair
Jeff Hillier
Jim Maggiore
Jane Robie
Cynthia Swank

Alternates: Vicki Jones, Carol Seely

Absent: Paul Cuetara, Nancy Monaghan

1. The Chair called the meeting to order at 9:35am.

2. Treasurer's Report. Seely reported that there was $1000 in the operating budget, and $5,736.89 in the Heritage Fund account, the only change being the addition of $4.80 in interest. The Treasurer's report was approved (Robie moved, Currivan seconded).

3. Approval of Minutes. The minutes of October 17, 2019 were approved as prepared. (Robie moved, Hillier seconded).

4. Old Business
Before beginning items on the agenda, two topics were mentioned.

1) Etela indicated that she omitted the Cell Tower Section 106 from this month's agenda as the response to the Commission's requests was that the design was being revised and the company will get back to us at a later date.
2) Jones confirmed that the Agricultural Commission and Historical Society will co-sponsor the barn tour.

CLG [Certified Local Government] Committee/ Master Plan update. The CLG effort will get underway after the holidays with the goal of having a public meeting and discussing a District with the Planning Board by May and drafting an ordinance by late summer.
The effort to become a CLG will be included in the Commission's chapter of the Master Plan. Etela will check on Lisa Mausolf 's availability during the first half of the year to assist/

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review the Commission's draft materials if needed. Jones will prepare a timetable for the Commission.

Jones reported she had received two responses from Commission members to her draft outline of the Master Plan chapter. She asked that all review and send comments. [Swank will distribute again].

EDC [Economic Development Committee] Update.
Monaghan sent a brief description to Etela of the public outreach meeting for residents that was held on November 6th and conducted by the EDC's consultant Ironwood Design Group and the next steps as she understands them. The meeting was well-attended. Those members who attended expressed their views about the meeting format and content, and omissions from the content.

Website for HC image Files/Status.
Swank relayed the continuing saga. Portsmouth Computer Group had suggested that the Town website might include the Commission's image files. The Town's website vendor CivicPlus set up access for Jones and Swank to the Commission's webpage and they met with Assistant Town Administrator Facella who walked them through the process. There were a few questions and when Facella called the company, the representative indicated that CivicPlus could not handle the number of images the Heritage Commission wishes to upload.

Swank will contact Re:discovery software whose Proficio Elements collections management software intended for small organizations includes a cloud version. She thought the initial cost might be around $2000 with annual costs less. The application might also be made available for several other land use committees – Conservation Commission and Agricultural Commission in particular.

The Town's initiative to obtain a document management system was discussed briefly; there is no indication that it would be available to the Heritage Commission or could meet the Commission's needs.

Rail Trail/Pocket Park. There has been no additional information from the Department of Transportation or Division of Historical Resources about the schedule for the Drake Bridge or Rail Trail. Maggiore indicated that a location for a trail head, including pocket park, is under discussion.

MS4, DHR review, Section 106
Etela described the information packet about the four Town-owned Atlantic Avenue lots that had been provided to the Select Board; and two copies circulated during the meeting. [Swank will send the searchable PDF to all]. It includes copies of deeds, assessor's records, summary, and links to various DHR, National Register and State Register documents as well as photos. One of the lots contains both the Town Clerk/Tax Collector's building (the original 1907 Library building), and the existing Library built in 1973 which the Library trustees have proposed doubling in size.

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Maggiore reported that the Library had responded briefly, providing no explanation, to his heads-up about stormwater runoff, and its implications for the Town's MS-4 permit, and for the potential involvement of both the Division of Historical Resources and the Heritage Commission in a Section 106 of the Historical Preservation Act.

The lack of an informative response prompted some consternation. Members had expected thanks for providing promptly what they had just learned, including copies of relevant documents. An extended discussion led to a motion, approved unanimously, to have Hillier seek a conversation with the chair of the Library trustees about the run-off issue, explaining the Commission's role, what we've learned, and asking any questions that he thinks will assist the trustees and Commission in fulfilling their respective responsibilities. (Robie moved, Currivan seconded). Seely offered to assist Hillier if he felt the need for further information at the State level.

Action Items.
Maggiore had sought Scott Bogle's advice about the need for a Rail Trail committee in addition to the one set up several years ago. Bogle's feeling was the existing 501(c) 3 is sufficient; there also will be a regional committee in which the Town would participate.

5. New Business.
Swank asked that the Commission purchase the new edition of John Porter's *Preserving Old Barns*. Cost is $32. (Robie moved, Maggiore seconded. Approved unanimously). Seely will order from the NH Preservation Alliance.

The book will be kept on the shelves in the Heritage Commission conference room, and be available to all, including the Agricultural Commission which meets in the same room. The Agricultural Commission is doing a barn survey and the Commission has a major role in the Town's discretionary barn easement program.

6. Next Meeting Date & Time. Special meeting *re* results of Hillier conversation.
12/19/2019 at 9:30am.

7. Adjournment. 11:40 am

Cynthia G. Swank
Recording Secretary

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