

Approved at
2018 May 17 meeting



19 April 2018
Heritage Commission Conference Room
237 Atlantic Avenue

Present:

Paul Cuetara

Jane Currivan

Donna Etela, Chair

Jim Maggiore [arrived 9:47am]

Jane Robie

Cynthia Swank

Alternates: Vicki Jones, Nancy Monaghan

Absent: Carolyn Brooks, Jeff Hiller

1. Call to Order 9:32am

2. **Election of Treasurer.** Swank nominated, Robie seconded Jane Currivan as Treasurer. Approved unanimously.

3. **Treasurer's Report.** As of 3/31 the Heritage Fund account had \$5544.04, an increase of \$2.02 interest. \$950 remains in the operating budget. Finance will do a debit & credit *re* the printing cost for and partial recoupment by sales of the Historic Resources booklet. (Cost \$1597.50 and receipts so far \$553.85). The report was approved as prepared (Robie moved, Swank seconded).

4. **Approval of Minutes.** March 15, 2018. Robie noted that she, not Etela, was to contact the potential alternate candidate. Robie moved, Cuetara seconded that the minutes as amended be approved. Unanimous.

5. Old Business

[moved up] **Town Wide Area Form status.** Etela reported that she had sold eight copies in the past two days and three copies remained. Town Clerk / Tax Collector Susan Buchanan has agreed to have them for sale. Etela had given the \$553.85 noted in the Finance Report to Finance; she handed the recent checks, cash, and receipts to Currivan for transmittal to Finance.

Jones sent Amy Dixon, Division of Historical Resources grants coordinator, a summary of the Lisa Mausolf program that the Heritage Commission and Historical Society co-sponsored in March.

Etela indicated researcher Tocky Bialobrzkeski was expected. Etela began to provide some background. [Maggiore arrives] During the description Bialobrzkeski arrives [9:54 am]. The agenda item in New Business **Request from Tocky Bialobrzkeski** is moved up.

Bialobrzkeski is a surveyor who is doing personal research on the boundaries of the original twelve divisions of Hampton. (North Hampton was the second or north division). She saw North Hampton's Historic Resources map and Town-Wide Area Form on the Town website, and contacted Etela. Bialobrzkeski has put various historical documents on the Internet Archive and wished to inform the Heritage Commission about her efforts, and explore the possibility of collaboration.

Etela was concerned that viewers of the webpage may not understand the context of the documents; and had contacted Amy Dixon of DHR before today's meeting. Dixon would like acknowledgement of the grant, of Lisa Mausolf, and of the North Hampton Heritage Commission included. Members thought that the Town-Wide Area Form in its first two pages provided information naming the creating entity, the consultant and the source of funding. Bialobrzkeski offered and will include the introduction that appears in the printed booklet.

Swank suggested that Bialobrzkeski come to a Curators Working Group session of the Historical Society (Thursdays between 1 and 4 in Town Offices). Discussion of the records at the Registry of Deeds, probate records, and Town Record Books ensued. Bialobrzkeski inquired whether the North Hampton Record Books had been microfilmed. She and a former officer of the Hampton Historical Society had the microfilm reels of Hampton's Record Books scanned, and she would like to do the same with North Hampton's if she could borrow the film reels. Swank referred her to the finding aids on the Town website and the Town Clerk/Tax Collector. [Bialobrzkeski left].

Town Hall Assessment. Maggiore received this morning cost estimates prepared by John Schnitzler, amounting to \$47k. It will be an agenda item for the next Select Board meeting and the document will be in the packet and online Friday.

[moved up] **Barn Easements/Manager.** Etela distributed to members and alternates the barn easement application that has been submitted this year. She has recused herself. Hillier will be sending an email to arrange the Commission members' review and recommendation work. The Select Board has 60 days; there are two SB meetings in May and one in June.

Next Steps Discussion & Goals. The Historic Resources section of the Master Plan, approved in 2013; and Lisa Mausolf's recommendations as part of the Historic Resources survey report (2018) were distributed in advance of the meeting for discussion purposes.

Swank began the review of what had been accomplished and remains to be done. She suggested that Mausolf's masterful description of the history of North Hampton might be summarized to beef up the historical sketch. The summary of Commission activities will need to be revised to include all the work accomplished in the last five years.

One recommendation from 2013 related to the protection of stone walls. The most recent legislation was sponsored by Judy Day when she was a State Representative. Currihan will research other towns' preservation efforts, and Monaghan will learn if anything can be done *via* local ordinance. Monaghan and Maggiore will learn if a town ordinance can be more or less restrictive than state legislation.

Mausolf lists barns and associated agricultural outbuildings as one of the priorities for future inventory work. All agreed that it made sense to meet with the Agriculture Commission regarding the identification and preservation of significant barns. The inability to get the Eagle Scout barn photos and information now in an excel spreadsheet onto the Town website was brought up.

A discussion about what municipalities can do and what function within government is responsible ensued. Driveway permits do not fall under Planning Board, with most cases involving NH Department of Transportation. Road names are a function of Select Board, not Planning Board.

There followed some discussion about Neighborhood Heritage Districts and whether residents in the historic areas in town may be interested. It was not clear if such districts are sufficient for the town to be eligible to become a Certified Local Government. Such designation results in some annual federal funding. Consensus was that the Commission needs to get started on the revision of the Historic Resources section first.

Etela will contact Amy Dixon at DHR and learn who at the Division might be the appropriate person to speak to the Commission and provide advice and guidance about the next steps.

Heritage Commission Alternate Position. There was one applicant for the fifth alternate position. Robie spoke with the applicant after Etela inquired and had learned that as a Canadian citizen the person cannot serve on a Town board.

The position had been advertised for an appropriate length of time and Commission members expect to continue the practice of inviting anyone interested in the Heritage Commission to attend a meeting and submit a letter denoting interest and qualifications.

LCHIP letter Centennial Hall. The draft letter to support the Friends of Centennial Hall's LCHIP grant application, distributed by Swank in advance of the meeting, was approved as prepared (Robie moved, Currivan seconded). McCann has seen the letter.

6. New Business

Appointment of HC rep to EDC. Swank moved, Robie seconded that Nancy Monaghan be reappointed as the Heritage Commission's representative to the Economic Development Committee for the new term beginning in June. It was approved unanimously. The Town Administrator, chair of the Select Board, and Jan Facella will be informed and be requested to acknowledge that it will appear on the SB agenda prior to the June re-organization.

Other business. Cuetara gave Jones two three ring binders containing his copies of documents relating to various projects and committees on which he has worked. She will review the binders. Jones noted that there are two two-drawer file cabinets in the small room in Town Hall and that perhaps they could be moved to Town Offices and used for various committee records.

Maggiore noted that there will be a meeting on May 22 at 4pm at which Shaun Mulholland (Town Manager of Lebanon and formerly of Allenstown) will give a presentation about the electronic document management system efforts in which he has participated.

7. Next Meeting Date & Time. May 17th at 9:30am

8. Adjournment 11:30AM

Cynthia G. Swank
Recording Secretary