

Approved at
18 Oct 2019 meeting
as prepared



20 Sep 2018
Heritage Commission Conference Room
237 Atlantic Avenue

Present:

Paul Cuetara

Jane Currivan [arrived 9:45am]

Donna Etela, Chair

Jim Maggiore

Jane Robie

Cynthia Swank

Alternates: Jeff Hillier, Vicki Jones

Also present: Carol Seely

Absent: Nancy Monaghan

1. Call to Order at 9:31 AM. Hillier to vote for Currivan

Moment of silence for Sheri Booker

2. Treasurer's Report. Deferred til Treasurer arrives

3. Approval of Minutes.

August 16, 2018 minutes approved as prepared. (Robie moved, Cuetara seconded).

4. **Introduction of Guest.** The Chair introduced Carol Seely who is applying for the position of Alternate, assuming Brooks' place. Etela had distributed in advance of the meeting Seely's letter to the Select Board, Heritage Commission, and Town Administrator outlining her skills and experiences applicable to the Heritage Commission. Members introduced themselves, asked questions and discussed the position. Robie moved, Cuetara seconded and members voted unanimously in favor of recommending that the Select Board appoint Seely as an Alternate Member of the Heritage Commission.

5. Old Business

Town Hall RFP. Etela announced that the trees and shrubs near the foundation of Town Hall were removed yesterday as both Steve Bedard and John Schnitzler had recommended.

She had distributed in advance of the meeting the Town's letter to potential candidates to do the work on Town Hall described in the Schnitzler assessment report. She noted that she also had had the opportunity to speak with Steve Bedard last week and, with permission of the Town Administrator, asked Bedard to consider responding to the RFP by October 12th.

[Currivan arrives 9:45am]

Maggiore then asked for advice if there were no responses to the RFP, necessitating the need to cast a wider net and include others not in the NH Preservation Alliance directory. After some discussion, the consensus was that the Select Board follow its policy of consulting with the Heritage Commission on town-owned historic buildings, and the Commission check the references and work examples provided of anyone submitting a proposal.

Once someone is hired to do the work, the question of oversight will arise. Maggiore suggested and all agreed that asking former Building Inspector Red Mabey to serve that function made sense as he was very familiar with the building and very involved in the initial restoration, overseeing much of the work. Maggiore will contact him to determine his availability and interest.

Treasurer's report. The Commission has \$7511.57, \$1000 in the FY2018-2019 operating budget and the remainder in the Heritage Fund. The only transaction in August was interest of \$4.97. Finance has not yet deducted \$819.35 for the printing of the Historic Resources town-wide area form; the Treasurer will not pursue any longer. Currivan has conveyed the Commission's request that \$1000 be included in the FY2019-2020 budget. The report was approved unanimously (Cuetara moved, Robie seconded).

EDC [Economic Development Committee] Update. Monaghan had informed the Chair that the Committee was preparing a one year report to the Select Board. She also indicated that there is a vision statement retreat scheduled for this Saturday.

EDC sub-committee member Hillier did not know about the visioning session. He described the project of interviewing a wide range of businesses in North Hampton. There are 15-18 questions; and 7 or 8 teams (pairs), each with about ten businesses to visit and interview. There was a training session with an UNH person who provided questions that could be edited. The trainer was aware of the town survey. Discussion about septic systems and sewerage treatment ensued and noted made of Coakley's location by a major state highway and its possible impact on the rail trail.

Revision Request – Demo Permit. Etela reported that the permit the Heritage Commission created will continue to be used for structures 50 years or older; and the new form for newer buildings.

Action items. None that have not already been discussed.

6. New Business

Centennial Hall. Marcy McCann, President of the Friends of Centennial Hall, invited Etela as Chair of Heritage Commission to be present for a tour of Centennial Hall last week by a LCHIP [Land and Community Heritage Investment Program] committee. Among those present were Digit Taylor, executive director of LCHIP, Nadine Miller, Deputy State Historic Preservation Officer, Division of Historical Resources, and Steve Bedard, Bedard Preservation and Restoration, who is advising Centennial Hall.

The tour was part of the vetting of the grant application to restore the second floor of the building. Among questions asked by the LCHIP Committee was why the Town did not provide any funding. LCHIP will not fund the addition needed for an elevator, only restoration of the existing structure. There was some discussion about the possibility of a private – public partnership and / or a warrant article if the grant is successful.

Swank asked Seely who the Warner House used for historic restoration work. The person is Keith Trefethen; she provided Keith Trefethen's contact information to Maggiore.

Cuetara brought up the addition to the Dale Farm barn. Maggiore summarized the issues relating to Dale Farm, and indicated that the Brandts are going into mediation with Southeast Land Trust about its refusal to permit a Farmers' Market there. He noted there are regulations relating to Farmers' Markets and two different RSAs relating to agri-tourism. Etela reminded everyone that town voters had approved a warrant article that helped pay to protect the property from development and individuals had donated additional funds for that purpose. In addition to information that SELT and the NH Municipal Association can provide, it was mentioned that Nada Haddad of the UNH Co-operative Extension Service of Rockingham County helps set up Farmers' Markets and would be knowledgeable.

Brochures. No one specifically is responsible for re-supplying the brochures on the counter. If there are none in the Commission's storage cabinet, it is necessary to go to the attic and bring down a supply.

Goal Setting. A broad discussion relating to updating the historic resources section of the Master Plan occurred. Among the thoughts expressed: Concentrate on the five historic areas described by Lisa Mausolf; create a sub-committee when the Commission is ready to begin preparing individual surveys; and begin preliminary work on attaining a Certified Local Government designation. The consensus was for a sub-committee to prepare for the Select Board by February a summary document describing the benefits, goals, and steps required for such a designation. All felt the Select Board needed to be in full support before the Commission begins the time-consuming portion of the work. Jones, Seely and Swank volunteered to draft a summary in time for the December Commission meeting.

7. Next Meeting Date & Time. 11/15/18

Adjourned. 11:17 am

Cynthia G. Swank
Recording Secretary