

Approved as written
at 20 June 2019
meeting



16 May 2019
Heritage Commission Conference Room
237 Atlantic Avenue

Present:

Paul Cuetara
Donna Etela, Chair

Jane Robie
Cynthia Swank

Alternates: Vicki Jones, Jeff Hillier (arrived 10:20), Nancy Monaghan, Carol Seely

Absent: Jane Currivan, Jim Maggiore

1. Call to Order at 9:32am. Jones to vote for Currivan.
2. Preamble to Code of Ethics. Etela read the preamble.
3. Treasurer's Report. Currivan distributed the Treasurer's report in advance of the meeting. The Commission has \$6561.24 in its Fund account, which includes \$6.96 interest, and \$950 remains in the operating budget. The \$1000 contribution to the Friends of Centennial Hall has not yet been charged by Finance. The Treasurer's report was approved (Jones moved, Robie seconded).
4. Approval of Minutes. The April 18, 2019 minutes were approved as prepared. (Jones moved, Cuetara seconded).
5. Election of Officers. Carol Seely was elected Treasurer. (Etela nominated, Cuetara seconded). Swank and Etela were elected Secretary and Chair respectively. (Robie nominated, Cuetara seconded).
6. Old Business
Certified Local Government Committee - Legal Opinion. Jones and Maggiore met with Town Administrator Kaenrath and several questions, mostly relating to Little Boar's Head, were to be sent to the Town Attorney. Etela has not yet received answers.

Economic Development Committee Update. Monaghan reported that the Select Board approved the RFP of a landscape designer. The firm will conduct meetings to elicit input from businesses and residents, and develop a conceptual design to be ready in the Fall.

Hillier was appointed to the EDC. The Chair of the EDC, Jim Better, is moving out of town, creating another opening.

Website for HC image Files RFP. Swank prepared an RFP and explanatory document and sent to Maggiore on April 25th with copies to Kaenrath, Etela and Jones. She has not heard anything and will check with the Town Administrator.

DOT Drake's Bridge/Pocket Park. Etela had distributed the sub-committee's draft. Etela would like to have both the MOA and the Commission's proposal for a Drake Bridge Pocket Park Committee presented at the same Select Board meeting. She has contacted Jill Edelmann, Cultural Resources Manager, Bureau of Environment, NH Department of Transportation but has not received a response or the revised Memorandum of Agreement. Approval of the sub-committee's proposal was tabled. Cuetara and Hillier will contact Scott Bogle and ask if he can attend next month's Heritage Commission meeting to discuss the pocket park. Write up questions and send to Etela.

Land Use Boards Summit-Topics HC/CC map overlay. It was agreed that the overlay of Conservation and Heritage Commission maps be further discussed with Conservation once it has updated its maps; and that the topic would not be included in the summit.

This year's summit is June 12th in the Mary Herbert Room; it has proven a useful annual event / method of sharing information. Etela and Jones will represent the Heritage Commission and discuss Drake's Bridge and Certified Local Government.

Action Items. None not already covered.

7. New Business

Accession for Historical Society. Swank explained how and why the Heritage Commission accepted the donation in late 2013 of approximately two feet of historical documents and photographs dating from the early 19th through 20th centuries and relating to the Lane and Carter families. It was at the time the Carter-Lane property was being re-developed. The Historical Society voted at its last meeting to accept the donation of these materials if the Heritage Commission voted to do so. The Commission's by-laws allow it to offer such materials to the North Hampton Historical Society. Members approved the donation (Robie moved, Cuetara seconded).

6. Next Meeting Date & Time. 6/20/19 @ 9:30am

7. Adjournment. 10:32 am

Cynthia G. Swank
Recording Secretary