

Approved at
18 May 2017 meeting



19 April 2017
Heritage Commission Conference Room
237 Atlantic Ave.

Present:

Paul Cuetara
Jane Currivan
Donna Etela, Chair

Jim Maggiore
Jane Robie
Cynthia Swank

Alternates: Carolyn Brooks, Vicki Jones, Nancy Monaghan

Absent: Jeff Hillier

1. Call to Order at 9:35am

Etela read the Preamble Code of Ethics

2. Election of Officers. Robie moved, Cuetara seconded that the Commission retain the current officers --Donna Etela, Chair; Jane Currivan, Treasurer; Cynthia Swank, Secretary.

3. Treasurer's Report. As of 3/31/17 the operating line has \$1000; the Heritage Fund has \$4952.68, with an increase of 76 cents representing interest.

Etela asked that the Commission reimburse Swank for the NH Preservation Alliance conference costs. Robie moved, Cuetara seconded that Swank be reimbursed. Approved unanimously. Swank will report on the conference.

Monaghan will investigate the reimbursement policies of other town boards and commissions.

[Apple arrives 9:40am]

4. Approval of Minutes. March 16, 2017 minutes were approved as prepared. Maggiore moved, Robie seconded. Approved.

Barn Easements [Etela moved up the item.]

Apple and Etela indicated that additional issues regarding the procedures and work flow for processing barn easement applications had arisen, most notably the Assessor's role. Etela had submitted an application and was surprised that the Assessor contacted her and

her husband to make an appointment to visit. The Commission until last year had not been informed and had not informed applicants that the Assessor would visit. It was not noted in the procedures. Apple explained that the Assessor was visiting to check the accuracy of the property record card in terms of the square footage of the structure and that the Assessor considers it an ethical obligation. Apple indicated that a property owner has the right to refuse. It is not known whether other property owners in the past had been informed of their right of refusal.

Apple proposed changes to the barn easement procedures incorporating the Assessor. The draft was distributed. Several questions arose. It was suggested that a box might be added to the application itself where the applicant checks off that s/he gives permission for the Assessor to visit and measure. There also is the need to add a notice for a public hearing as one of the steps in the process.

[Apple left 10:15am]

Discussion continued. Yet to be determined is the scheduling of a public hearing. Procedures might be either one of two possibilities: 1) schedule for the last Select Board meeting closest to the end of the 60 day period; or 2) leave the Heritage Commission and owners to determine for which Select Board meeting within the sixty day period they would be ready and available. For the application this year, it was decided to schedule the public hearing for the May 22nd Select Board meeting. Etela then distributed the completed application packet and a sign up for members and alternates to visit the barn next week. Hillier who was not available for this meeting visited the barn yesterday.

5. Old Business

FEMA Grant update. Jones reported that Mausolf will attend and have a draft report ready for the June meeting. She submitted a \$3000 bill for which the Town will be reimbursed by the NH Division of Historical Resources.

Potential Intern. Swank reported that Plymouth State University Heritage Studies graduate student Hillary Christopher will do her internship under the auspices of the Heritage Commission. The two projects are the Town time line and public outreach relating the structures, existing or demolished, around the Town Common.

Barn Easements [see above.]

275th Town Anniversary/HC role. Jones reported that the Committee had met yesterday. She described the status of the Memorial Day activities with everything in excellent order. Buttons and t-shirts have arrived. T-shirts are for sale for \$10. [See Town website for minutes of the Committee's meetings].

Brooks mentioned she has a video of the 1992 parade which might be digitized and run as a loop in Town Hall.

Town Hall. Maggiore related Select Board meetings where the topic had come up. He indicated the consensus was that there needs to be work done on the building sooner

rather than later, preferably this year. It does not mean the entire building and the scope of work still must be determined. He did not feel his colleagues grasped that the National Register listing assists the Town in gaining grant money and in some instances makes the building eligible for grant money. He used the term doing the work "with common materials, practice" but did not define what that meant.

Maggiore will contact Rhoads to obtain the name of the contractor who worked on the Drake Farm barn. Etela or Swank will obtain additional names, in addition to Bedard and Pothier, who might do the assessment and plan for the building.

Ogden Nash. The wall board donated by the Little Boar's Head Heritage Commission to the North Hampton Historical Society is being framed. Much of the cost has been funded by donations. The Historical Society voted to contribute \$450 of its own funds which it would greatly appreciate having covered by additional donations.

Action Items. None

6. New Business

Need Volunteers for attic. Cuetara will try to arrange for some Boy Scouts to bring down from the attic the Heritage Commission boxes that were put there in advance of the building renovations. Maggiore is willing to help. Swank will oversee. It will need to be done on a Monday when the Clerk/Collector's office is open late.

Need Volunteer for brochure replenishment duty. Currivan volunteered to make sure there are brochures in this building, the Library and Town Hall.

HC webpages. Swank asked for suggestions for improvements that can be discussed at the next meeting.

7. Next Meeting Date & Time. **Thursday, May 17 at 9:30am**

8. Adjournment. 11:06am

Cynthia G. Swank
Recording Secretary