

Approved at 15 June  
2017 meeting



18 May 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, Jeff Hillier, Vicki Jones , Nancy Monaghan (Arrived 10:22am)

1. Call to Order at 9:34am.

2. Treasurer's Report. The Heritage Commission has \$4953.52 in TD Bank with the increase representing 84 cents interest. A debit of \$79.20 is the only transaction in the Commission budget line, which now stands at \$920.80. The report was approved as prepared (Robie moved, Cuetara seconded).

3. Approval of Minutes. April 19, 2017 minutes were approved as prepared. (Robie moved, Currivan seconded).

4. Old Business

**FEMA Grant update.** Jones reported that Lisa Mausolf has provided a summary which the HC can use for the land use summit meeting on May 30th. Mausolf is on target for a draft by the end of June. Mapping by Rockingham Planning Commission will also occur soon.

**Intern.** Swank reported that she received the proposal form to sign for the Plymouth State University graduate student Hillary Christopher. Christopher's two major efforts are: 1) revising the Town's timeline to include events since 1975, to reduce earlier events to only the most significant, to provide visuals where possible, and to investigate timeline apps that might be used to encourage web usage; and 2) taking the information Priscilla Leavitt provides to describe the structures around the original town center of North Hill, still standing or no longer existing, and recommend and create a method of making the information useful to all, especially this summer and prior to the October 275th anniversary events. Etela mentioned that it might be possible for Christopher to visit the basement foundation for a garrison house on Post Road.

**275th Town Anniversary/HC role.** Jones related the events planned for May 29th and announced that everything has been paid for thanks to business and private donations. Delores Chase attended yesterday's meeting and promotion of the Fall events may begin at the July 2nd bank concert when the US Air Force band performs. Thoughts about a 275th anniversary cake at one or more events are percolating. The Committee is seeking a trailer to place the brick schoolhouse model. Optima Bank is underwriting the trolley tours in October. Members thought a lottery may be necessary as seats are limited.

There was a brief discussion about town foundations and private/public building initiatives.

**Town Hall.** On Monday, May 22 at 5pm contractor Steve Langley who did most of the restoration work on Town Hall and NH Preservation Field Services representative Andrew Cushing will visit. It is expected they will view the building and provide their thoughts about what work needs to be done beyond painting. It will give attendees the opportunity to ask questions. Cuetara had prepared a brief memo outlining what he thought might be accomplished at the get-together. Swank will send a copy to members.

The hope is that a multi-year plan for the building will be created and scope of work for the exterior of the building established. It was noted that if the town strays far from standard guidelines for the rehabilitation of historic buildings, it could be ineligible for grant funding. On the other hand, the Town may wish to encumber funds for specific items that would not jeopardize the Town's ability to seek grant funding for larger projects.

**HC Webpages.** Swank suggested a work session at Town Offices so that the Town website could be on the screen for all to see. She will set up a day and time when Jan Facella can attend and work with us on revamping the Commission's webpage.

[Monaghan arrives 10:22am]

Barn Easement. Maggiore will ask Apple for the procedures for next year. It occurred to members that perhaps the Agriculture Commission should be included in some of the periodic reviews of barns which have easements.

Action Items. None not already or about to be covered.

## 5. New Business

**April 23 Preservation Conference Report.** Swank had distributed her notes of the sessions she attended and those notes taken by another person at a lunchtime roundtable discussion of Heritage and Historic District Commission representatives as well as several Planners. She noted that both Drake and Hobbs Farms had received attention at the conference; and that re-use of historic structures for commercial use had been a major theme. It was noted that the Lamprey barn fits that description

**Town Boards Reimbursement Policies.** Monaghan inquired of six boards in town and learned that only the Library has a written policy; some pay for conferences but not mileage or meals. Etela suggested the reimbursement requests remain on an individual basis as they come up. Swank moved, Robie seconded and all voted in favor.

**19 Maple Road.** Etela visited the property after Kelly contacted her. He had told the new owners they did not require a demo permit for their major restoration project in which they expect to re-use everything. Kelly then thought he should inform the Heritage Commission chair. Kelly and Etela visited the property and spoke with the owner and contractors.

**Land Use Boards Summit.** The meeting of two members of the following boards, Planning Board, Conservation Commission, Agriculture Commission, Heritage Commission and Zoning Board of Adjustment, is Tuesday, May 30 at 7pm at Town Hall. Etela and Swank will represent HC. Etela encouraged members to attend.

**DOT Public Officials/Public Informational Meeting.** The meeting is Wednesday, May 24 at Town Hall at 7pm. All are encouraged to attend. Maggiore will find out what property owners received a notice and the size of the radius the NH DOT used in determining what historic resources are within the radius. Cuetara has invited Scott Bogle to make sure one NH DOT functional area knows what the other is doing regarding the Rail Trail.

Etela noted that she had forwarded Apple's email announcing the customer service workshops being held for Town employees, and inviting interested board and committee members wishing to attend one or more of the sessions to let him know.

6. Next Meeting Date & Time. June 15, 2017 at 9:30AM

7. Adjournment 11:11am

Cynthia G. Swank  
Recording Secretary