

HERITAGE COMMISSION
Meeting Minutes - Draft
January 5, 2017

The Heritage Commission held its regular monthly meeting in the City Council Chambers, City Hall Annex, 37 Green Street, Concord, New Hampshire, on Thursday, December 1, 2016 at 4:30 p.m.

1. Call to Order and Seating of Alternates

Chairman Donovan called the meeting to order at 4:38 p.m.

Present at the meeting were Chair Phil Donovan, and members Robert Johnson, Richard Woodfin, Bryant Tolles, Jr., and Richard Jaques. City Planner Heather Shank and Planning Division Administrative Specialist Lisa Fellows-Weaver were also in attendance. Vice-Chair Frederick Richards arrived later in the meeting.

2. Approval of Minutes of December 1, 2016

Mr. Bryant moved to approve the December 1, 2016 minutes, as amended, edits that do not alter the content of the wording. Mr. Johnson seconded the motion, and the motion was unanimously approved.

3. New Business

a. New Member Galligan

A brief discussion was held regarding the appointing process of members to the commission. Members previously reviewed the resume of Ms. Galligan and unanimously agreed to recommend to the City Manager that Ms. Galligan be appointed to the Heritage Commission.

b. Holder grant update – consultant applications

Mr. Donovan stated that he, Mr. Richards, and Mr. Jaques reviewed the six proposals; all were deemed complete and qualified. He explained that the City has an evaluation process where each proposal is reviewed and rated. The review team felt very strongly for one specific candidate, Public Archeology Laboratory (PAL) of Rhode Island, as this company has done work within historic sites on a local basis as well as national levels. He added that none of the submittal companies were from New Hampshire.

Mr. Donovan motioned, seconded by Mr. Woodfin, to recommend Public Archeology Laboratory of Rhode Island, to prepare the application for nomination for Liberty Utilities to be added to the National Registry of Historical Places, in the amount of \$9,596. The motion was unanimously approved.

Ms. Shank stated that the next step will be to meet with PAL and Amy Dixon of the NH Division of Historical Resources.

4. Regular Business

a. Demolition Review – Committee Report

Mr. Richards stated that there were no permits or activities of the Demolition Review Committee (DRC) over the past month. However, he referred to the Mountain Road project mentioned last month, which is an old barn, and added that he met with the owners relative to looking into options and alternatives to save the barn. He reported that at this time, it appears that the owners have agreed to save the barn.

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It was noted that the Extrom house on Warren Street was torn down.

In addition, Mr. Richards provided the photo archives of demolished buildings covering the past 8-10 years. Mr. Woodfin will now begin the photographic documentation project.

b. Granite Posts – N. State Street

Ms. Shank stated that she spoke with Assistant City Planner Beth Fenstermacher regarding the status of the ongoing Abbott Village project. Lengthy discussion ensued as to the time line and the conditions of the project relative to the existing house and the granite posts. It was agreed that Ms. Shank will research the original application for more information. This item was continued to the next meeting.

5. Informational Items

a. Parking Passes

Ms. Shank informed the Commission that Community Development Department will not be issuing parking permits.

b. Northern Pass

Mr. Johnson questioned the role of Heritage Commission members relative to the Northern Pass project. Ms. Shank informed the Commission that the Deputy City Solicitor had sought their input as part of the ongoing case.

c. Appointments

Ms. Shank stated that the reappointment of members continues to be addressed.

There being no further business to come before the commission, on a motion made by Mr. Richards, seconded by Dr. Tolles, Chairman Donovan adjourned the meeting at 5:32 p.m.

Respectfully Submitted,
Lisa Fellows-Weaver,
Administrative Specialist