

HERITAGE COMMISSION
Meeting Minutes
July 5, 2018

The Heritage Commission held its regular monthly meeting at City Hall, 41 Green Street, Concord, New Hampshire, on Thursday, July 5, 2018 at 4:35 p.m.

1. Call to Order and Seating of Alternates

Chairman Jaques called the meeting to order at 4:35 p.m.

Present at the meeting were Chair Richard Jaques, Vice-Chair Jim Spain, Councilor Allan Herschlag, Members Carol Durgy Brooks, Rich Woodfin, Dr. Bryant Tolles, and Bob Johnson. Staff present included Administrative Specialist Lisa Fellows-Weaver.

2. Approval of Minutes

Mr. Johnson moved to approve the June 7, 2018 minutes. Mr. Herschlag seconded the motion. The motion passed 6/0/1. Mr. Woodfin abstained as he was not at the meeting.

3. New Business

a. Application for Certificate of Approval for replacement of shingles and front door at 21 N. Main St. in the Historic District.

William Walters represented this application. Mr. Walters provided an overview of the project explaining that the proposal is to replace the front door and sidelights with a new fiberglass door unit, replace the existing roof shingles, as well as the existing vent pipe, which currently does not meet today's code requirements. Mr. Walters stated that the proposed shingles are similar to a shake style and are a much nicer product that will be more durable and last longer. He noted that the sheathing may need to be replaced prior to re-shingling. Also proposed to be replaced is the existing cast iron vent pipe. This will be changed out to a PVC pipe and be higher than the snow line; it will remain in the same location. The existing door would be replaced with a fiberglass door and side lights as noted in the specification sheets provided; style noted as, Salinas.

A discussion was held regarding the color of the door, which is currently black. Mr. Walters stated that the color of the door proposed is a mahogany stained door. He stated that the color is dark and should be similar to the existing door. He added that the storm door is not being replaced or removed. The window in the proposed door is a leaded glass; it will allow more light into the hallway but not be transparent.

Further discussion ensued regarding the specificity of the proposed shingles. Mr. Walters explained that the shingles are an architectural, dual-black roofing shingle that will look more like slate than a shingle and will last longer.

Members appreciated the attention to detail of the proposed repairs and the fact that the materials will preserve the integrity of the parsonage.

Mr. Johnson made a motion to grant the Application for Certificate of Approval for the replacement of shingles to the architectural, dual-black roofing shingle, replace the existing cast iron vent pipe to a PVC vent pipe, and the replacement of the front door to a fiber classic mahogany style stained door, Salinas style, with side lights. Mr. Spain seconded. The motion passed unanimously.

b. Department of Historic Resources (DHR) Meeting – September 6, 2018

Ms. Weaver stated that she and Ms. Shank met with Nadine Miller and Amy Dixon from the Department of Historic Resources (DHR). A few items that were discussed were goals of the Commission and the current projects. Ms. Miller will share a presentation at the September meeting to explain what DHR can do for the Commission.

HERITAGE COMMISSION
Meeting Minutes
July 5, 2018

4. Demolition Review Committee Report

a. 50 Hutchins Street – *Previously reported at the May 3, 2018 meeting*

Mr. Johnson reported that there was one application for demolition, for a building at 50 Hutchins Street. This item was not addressed at the last meeting. Members previously held a site walk and viewed the building with the property owners, and determined that there was some historical significance with the building. Members left the site with the understanding that the owners were going to give the Heritage Commission and the Demolition Review Committee time to discuss the circumstances; however, the general consensus was that the permit would be granted as there is much deterioration of the structure and there is a lack of integrity of the property.

Mr. Spain made a motion to approve the demolition of 50 Hutchins Street based on the finding of the Demolition Review Committee. Mr. Tolles seconded the motion. The motion passed unanimously.

b. White Park Skate House

A letter was received from Matt Walsh, Director of Redevelopment for Downtown Services and Special Projects, requesting the demolition of the White Park skate house. A discussion was held by the Committee members if an application was needed. The letter was deemed sufficient. The Committee, by general consensus, agreed that there is no architectural or historical significance with the skate house and filed the necessary documentation. Mr. Woodfin indicated that he would be taking pictures of the exterior.

5. Follow up Items

a. Sewall's Falls MOU – Update

Ms. Weaver stated that City Engineer David Cedarholm has not received a specific estimate; however, did relay that \$20,000 should cover something basic. He also mentioned that it might make sense to do a series of panels along this corridor, and that whatever is created could be a precedent for a compatible series of panels.

Chairman Jaques provided a synopsis of the May meeting where a discussion was held regarding the Memorandum of Understanding (MoU) with the State Historic Preservation Office, including that a maximum of \$20,000 would be allocated for the purpose of a special project pertaining to transportation and industry in Concord, as mitigation for the impact of the removal of the Sewall's Falls Bridge. The City's portion of the funding would be 20%, – or a maximum of \$5,000. After discussion, the Heritage Commission felt that the area along Storrs Street would be an option for a location to do a historic fact based transportation panel in the pocket park on the corner of Storrs Street and the Pleasant Street extension.

Councilor Herschlag commented that any materials used should be some type that can be refurbished easily rather than something that would need to be replaced.

This item will remain on the follow up list.

b. Letter sent to Kimball Jenkins

A copy of the letter sent to Althea Barton for the LCHiP grant was provided for review.

c. Alternate Members

At the June meeting, a discussion was held regarding the appointment of alternates. Ms. Weaver stated that she spoke with the City Manager's Executive Assistant regarding the process of appointing alternates. It was explained that there is no specific time when appointments to

HERITAGE COMMISSION
Meeting Minutes
July 5, 2018

Commissions of Board takes place; typically, appointments are considered when there are vacancies. Many items are taken into consideration when appointments of alternates are made to the various committees, including but not limited to the demographics of the applicant, as well as their profession. Also considered is the current makeup of the committee and their backgrounds/professions, and their demographics. She explained that the City Manager likes to have a variety of professions on the committees and that the entire City is well represented, not just one area.

A discussion was held regarding the need for alternate members so they learn and are knowledgeable about the City and the Heritage Commission, and available to sit in if there were conflicts or a lack of a quorum. Lengthy discussion ensued as to the approach to obtaining alternate members and the role of an alternate.

Mr. Woodfin left the meeting at 5:30 p.m.

Ms. Brooks made a motion to add a discussion to the August agenda regarding potential members. Councilor Herschlag seconded the motion. The motion passed unanimously.

Mr. Johnson made a motion that members would provide suggestions for alternate members for the next meeting. Councilor Herschlag seconded the motion. The motion passed unanimously.

Mr. Tolles offered to contact Ms. Galligan regarding her intent to remain as an alternate member.

6. Review of Correspondence

A letter was received from Michael Mathaisel, Cabernet Drive, relative to the discussion of the infrastructure of the Historic District, addressed by Mr. Cedarholm at the May meeting. Chairman Jaques stated that he would reach out to Mr. Mathaisel and follow up with the Commission next month.

7. Old Business

a. Demolition Delay Ordinance

Ms. Weaver stated that this may be an item that DHR would be able to address at the September meeting. Mr. Woodfin and Mr. Herschlag will work together this month on this item and provide a report at the next meeting.

b. Historic Photo Repository – *nothing to update*

c. Website

Ms. Weaver stated that the new City website is now live. Changes are now able to be made. Sam Durfee has drafted a few pages in response to the work sessions that the Commission has had and we hope to share them next month.

d. Credentials – provided to members.

8. Any other business to come before the Commission

Adjournment

There being no further business to come before the Commission, Ms. Brooks motioned to adjourn the meeting at 6:15 p.m. Mr. Tolles seconded the motion. The motion passed unanimously.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist