

HERITAGE COMMISSION
Meeting Minutes
December 5, 2024

The Heritage Commission held its regular monthly meeting in Council Chambers at 37 Green St, on Thursday, December 5, 2024.

Members: Althea Barton, Carol Durgy Brooks, Michael Dunn, Chair Richard Jaques, Councilor Jennifer Kretovic, Vice-Chair Jim Spain, and Dr. Bryant Tolles, Jr.

Absent: None

Staff: AnneMarie Skinner, City Planner
Krista Tremblay, Administrative Specialist II

1. Call to Order

The meeting was called to order by Chair Jaques at 4:32 p.m.

2. Minutes – Approve meeting minutes of November 7, 2024

Councilor Kretovic moved, seconded by Vice-Chair Spain, to accept the minutes from November 7, 2024. Chair Jaques asked for a correction to the minutes for the July meeting to reflect 2025 not 2024. Councilor Kretovic revised her motion to include the correction. Vice-Chair Spain seconded. All in favor. The motion passed unanimously.

Ms. Barton arrived at 4:34 p.m.

3. New Business

- a. Discuss alternate members of the Demolition Review Committee pursuant to Section 26-9-1 of the Concord Municipal Code (comprises 3 members of the commission and 2 alternates appointed by the chair of the commission)

Ms. Skinner stated the Demolition Commission can have two alternates per the ordinance.

Chair Jaques made a motion to appoint alternate Mr. Dunn to the Demolition Review Commission. Ms. Durgy Brooks seconded. All in favor. The motion passed unanimously.

- b. Discuss moving January 2025 meeting date to January 9, 2025

Chair Jaques stated he is in agreement with the change of date.

Ms. Durgy Brooks made a motion to move the Heritage Commission meeting from January 2, 2025 to January 9, 2025. Vice-Chair Spain seconded. All in favor. The motion passed unanimously.

Chair Jaques stated July 3, 2025, is the scheduled Heritage Commission meeting and he asked if anyone had a problem with that date?

Vice-Chair Spain stated the Heritage Commission was going to discuss the July meeting date later on in 2025.

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Ms. Skinner stated there is no reason why the July date cannot be discussed now.

There was a very brief discussion amongst the members regarding the July 2025 meeting.

Chair Jaques made a motion to not have a meeting in July 2025. Ms. Durgy Brooks seconded. All in favor. The motion passed unanimously.

4. Old/Continuing Business
a. Property Recognition

Chair Jaques asked for a separate meeting in January to discuss.

The Heritage Commission agreed to hold a meeting on January 15, 2025, at 5:30 p.m. at 11 Penacook St, Penacook.

b. Airport Terminal

Chair Jaques stated he read about another study that will be completed.

Ms. Barton stated the previous study was done a long time ago and it was not the type of study that was needed. The study needed to have included a study of the historic resources and archeological resources. The previous study did not cover those things or other things that needed to be covered.

c. Monuments and Granite Markers

Vice-Chair Spain has nothing to report of this agenda item.

d. CSX Tower

Vice-Chair Spain stated the Preservation Alliance has the CSX tower on the Seven to Save list and that was discussed at the last meeting. Vice-Chair Spain did not write a letter to CSX because of the tower's placement on the list.

Ms. Barton stated the Seven to Save list is actually a negative award for properties that need to be saved and that are in a state of dereliction to make public aware the building needs attention. Ms. Barton stated CSX has been notified that the tower is on the Seven to Save list.

Vice-Chair Spain will go ahead and send a letter to CSX. Vice-Chair Spain reminded the Commission of the previous meeting where he shared with the Commission the condition of the CSX tower.

e. Review of revised website paragraph under Concord's history

Ms. Barton has nothing to report on this agenda item.

f. Old Penacook Library deed restriction discussion

Ms. Skinner stated she gave the proposed deed restriction language to Matt Walsh, as directed to by the Commission.

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Councilor Kretovic stated the City Council's goal is to get the property back on the tax roll.

Chair Jaques asked if he should reach out to Matt Walsh.

Ms. Skinner stated that Mr. Walsh gave the information to city manager to review.

5. Demolition Review Committee update

Vice-Chair Spain stated the last meeting was held today immediately prior to the Heritage Commission meeting, noting that there was discussion, followed by a motion and unanimous vote to allow the demolition of the buildings at 153, 165, and 169 Fisherville Rd.

6. Heritage Sign Review Committee update

Ms. Durgy Brooks stated a meeting was held on December 4, 2024, and a sign was approved for 13 Auburn St. Ms. Durgy Brooks stated they tabled the other application for the next meeting. Ms. Durgy Brooks stated the sign that was approved at the meeting on June 5, 2024, for 1 Cambridge St is now installed and that the summary and picture has been given to staff to include on the City's website.

Chair Jacques asked about the status on an old application.

Ms. Durgy Brooks responded that there is an incomplete 2016 application still in existence. The committee has asked the applicant twice for the missing information and no replies have been received to date.

7. Planning Board

Ms. Skinner stated for the December 18, 2024, Planning Board meeting there are two lot line adjustments, a major condominium subdivision, a minor site plan to add a 4,000-square-foot outdoor storage area, and there is a public meeting for comment only on design and layout for a prospective comprehensive development plan.

8. City Council

Councilor Kretovic stated Dr. Tolles, Jr., and Ms. Durgy Brooks are on the agenda for reappointment to the Heritage Commission.

9. Other Business

Ms. Barton shared that the Boscawen town library has received social media attention. Ms. Barton stated the town of Boscawen extended the deadline due to the volume of inquiries.

Vice-Chair Spain said the owner of the Abbott house contacted Vice-Chair Spain about giving the Commission a tour to show the restoration work that has been completed.

Councilor Kretovic stated the owner did not realize that any tour for the Heritage Commission would

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have to be noticed as a public meeting.

Vice-Chair Spain said he will respond to the owner and let him know that the Commission would love a tour.

Ms. Skinner requested that Vice-Chair Spain specifically include in the letter that any site visit by the Heritage Commission would have to be legally noticed as a public meeting and that anyone from the public would have to be included in the tour inside the building.

Councilor Kretovic suggested having the tour strawberry season.

Ms. Durgy Brooks stated in the Concord Monitor this week there was a feature article about the Concord Public Library digitizing a lot more of their records. Ms. Durgy Brooks stated they will have an access site that will not require any special permission to enter. When the access is publicized she would like to suggest adding a link to the Concord Public Library's digitized collection on the Heritage Commission page on the City's website.

Vice-Chair Spain stated that it's a great project.

Adjournment

Ms. Durgy Brooks moved, seconded by Dr. Tolles, Jr., to adjourn the meeting at 5:39 p.m. All in favor. The motion passed unanimously.

Respectfully Submitted,

Krista Tremblay

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Administrative Specialist II