

HERITAGE COMMISSION
Meeting Minutes
May 2, 2019 - DRAFT

The Heritage Commission held its regular monthly meeting at Council Chambers, 37 Green Street, Concord, New Hampshire, on Thursday, May 2, 2019.

Attendees: Present at the meeting were Chair Richard Jaques, Vice-Chair Jim Spain, Councilor Allan Herschlag, Members Carol Durgy Brooks, Bryant Tolles, Bob Johnson, and Alternate Mike Dunn.

Absent: Rich Woodfin, and Alternate Sarah Galligan

Staff: Heather Shank, City Planner
Lisa Fellows-Weaver, Administrative Specialist

Guests: City Assessing Director Kathy Temchack, Sally Stouten Hatch

1. Call to Order and Seating of Alternates

Chairman Jaques called the meeting to order at 4:36 p.m.

2. Approval of Minutes

A discussion was held regarding the March meeting minutes. It was noted that the version provided to the members last month was different than the version on the website. After amendments were made to the website version, Ms. Brooks requested to re-address the March meeting minutes. The March meeting minutes will be re-reviewed at the June meeting.

Mr. Johnson moved to approve the minutes of April 2, 2019. Councilor Herschlag seconded the motion. The motion passed unanimously.

3. New Business

a. Discretionary Preservation Easement for 233 Hopkinton Rd.

Kathy Temchak, Assessing Director, and Sally Stouten Hatch, met with the Heritage Commission regarding a preservation easement for a barn at 233 Hopkinton Road.

Ms. Temchak explained that the purpose of the Discretionary Easement is to improve and preserve the agricultural structure and land. The ten year time period has now lapsed and Ms. Hatch is re-applying for the easement and is requesting approval.

Ms. Hatch stated that they purchased the property 20 years ago. The house is a typical "L" shaped farm house with an attached barn. The barn is about 6,500 square feet. The east side of the barn is very high. They have painted the house several times and typically paint one side of the barn per year. The barn is now used as a garage and for storage. Over the past two years they have spent \$15,000 - \$20,000 for general repairs to the barn. An accident caused some damage when a truck ran through the barn requiring the floor to be shored up. The barn is in good condition and is a good representation of a bank barn used on farms from the 1850's to early 1900's. The basement still has the interior earthed ramp that was used by cows to access and exit the main floor.

Ms. Temchak explained the barn's assessment; with the adjustment it is \$9,900 and without the assessment it is \$65,880. She added that the Commission previously recommended 75% and they are requesting the Commission to again award 75%, which is the highest that can be awarded.

Councilor Herschlag asked if there is any determination given based on the value of the improvements. Ms. Temchak replied that the improvement value is not what the Commission is supposed to consider, that is what the preservation is for, intention and spirit. Mr. Spain commented that the easement provides the incentive. Ms. Brooks commented that their efforts to preserve and maintain the barn are appreciated.

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Mr. Spain moved to approve the discretionary easement for 233 Hopkinton Road and recommend the 75% exemption as the property exemplifies the spirit of the preservation easement. Ms. Brooks seconded the motion. The motion passed unanimously.

b. East Concord Marker – update

Mr. Johnson provided an update regarding the East Concord Marker. He stated that Martha Drukker arranged a meeting of the prior committee members including the East Concord Garden Club. The garden club has \$1,000 to spend on a sign. He stated that he felt that there were some great discussions held. He was tasked to find a large piece of granite. No decision was made. One more meeting will be held as the East Concord Garden Club will be joining in with the process and will then need to design the sign.

Ms. Shank stated that Ms. Drukker, and Beth Fenstermacher, were in attendance at the meeting and relayed to her that the original piece would be the new base and Mr. Johnson would find new piece of granite to be used to sit on top of the base which would say “Welcome to Concord” and have the garden club logo on the back side. Mr. Johnson stated that the granite piece from Sewall’s Falls Bridge is not large enough to be used as the base of the sign.

The next meeting has not been scheduled. Mr. Johnson requested that the item remain on the agenda.

c. Abbott Village – update

Ms. Shank stated that there has been no further communications with the applicant other than that they have obtained an attorney.

Councilor Herschlag asked if the City can require the property owner to be proactive and eliminate any additional damages while there is a determination made. Ms. Shank replied that the Heritage Commission does not have any authority relative to this matter and it would need to be addressed by the Code department. Councilor Herschlag requested that Code look into the matter.

Mr. Spain stated that a few members were tasked with doing research regarding the Abbott homestead. He provided a brief overview of the historic chapter that the homestead provides to the story of Concord, approximately 100 years before Concord was incorporated. Mr. Spain stated that in the brief time of review, the three members strongly feel that the house should remain. Mr. Spain stated that the three members will continue to research the Abbott house and will create a report to provide to the Commission for the June meeting for review and discussion and at that point hopefully it will be forwarded to the Planning Board and City Solicitor.

Ms. Shank stated that the applicant has the approval for their building permits; however, they will need to return to the Planning Board in order to move forward in obtaining their Certificates of Occupancy if they intend to ask for removal of the condition to repair the structure.

Ms. Shank stated that she will email members documentation relative to the original Planning Board subdivision approval noting the conditions along with the March 20, 2019 Planning Board meeting minutes.

d. Sewall’s Falls MoU – update in June

Ms. Shank reported that Mr. Cedarholm and Ms. Hengen are planning to return to the Commission in June with another update.

4. Demolition Review Committee Report

Mr. Johnson reported that a demolition application was received from Donald Floyd and Sally Atwater for 184 Lakeview Drive. He explained that the proposal, which is not to demolish the entire 1785 structure. He is currently working out dates to arrange available dates and times to

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inspect the property. He added although it is an opinion as the property has not been seen yet, he believes that the Committee will recommend demolition as it will be an improvement to the property.

Councilor Herschlag asked if there had been any follow up received from the Code office regarding the Centre Street demolition that left a large hole on site. He stated that it appears that nothing has been done to address the matter. He stated that he is disappointed with the fact that the issue has been put off, the lack of response, and the fact that the City is not concerned with the fact that the owner is not addressing the situation as it has been this way for at least three months, and the City is waiting for the owner to take action and complete their work. Ms. Shank replied that she was told by the Code department that Code staff has been in communication with the property owner and that he is in the process of finding additional material to fill the hole. The winter months delayed work on the completion; however, the owner is trying to rectify the matter.

5. Heritage Sign Program – Carol Brooks

Ms. Brooks stated that there is nothing new to report.

6. Old Business

a. CLG Grant

Ms. Shank stated that there should be an update next month. If the City is chosen, the next step would be to do an RFP.

b. Historic Photo Repository – Rich Woodfin

Nothing new to report.

c. Demolition Delay Ordinance – Re-schedule Work Session

Ms. Shank explained that she was directed to move forward with the proposed revisions pertaining to the clarification of the process as there have been some problems caused by the delay of revisions to the ordinance. She stated that the Commission can continue to discuss the changes it would like to see to the timeline and delay period.

Discussion was held regarding rescheduling the work session to review the draft. Members agreed to host a work session, May 7, 2019 at 5 p.m. Location will be determined.

d. Monuments & Granite Markers – Jim Spain

Mr. Spain stated that he has spoken to the former Chairman Phil Donovan and an inventory was previously established. He stated that he wants to take pictures of each City monument. He will continue to work on the project.

7. Any other business to come before the Commission

a. Role of the Heritage Commission

Councilor Herschlag stated that he noticed that on other Boards/Commissions agendas there is an item for comments relative to Council and Planning Board meetings. He thought that was a good idea and suggested it be an item on the Heritage Commission's agenda. It was pointed out that a member of the Planning Board is on the Commission and can share Planning Board news with the Commission members Councilor Herschlag felt it would be a good item to add to the agenda to allow for communications between this Commission and City Council and Planning Board.

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Councilor Herschlag noted that Heritage Commission can only make recommendations to the Planning Board when it is officially requested from the Planning Board.

Mr. Jaques stated that it is clear from the members that they would like to have more control of the outcome of buildings being demolished in Concord and Penacook and knowing this information, the Commission will have to be cautious in how it approaches things in the future. He thanked Councilor Herschlag for looking into this and bringing it to the attention of the Commission.

Additional discussion was held regarding adding a link to the Commission's agenda leading to the Planning Board's meeting agenda. It was noted that the Planning Board agenda would never be done in time to be linked to the Heritage Commission agenda, but that the agenda can be found online, and members can also request through the City website to be sent links to the agendas when they are posted.

In addition, Ms. Shank explained that the intention of staff is to be collaborative with all Committees, Boards, and Commissions, but that ultimately staff reviews all ordinances and brings the proposals to Council that are deemed in the best interest of the community. She noted that writing ordinances is not within the statutory authority of the Commission, but that staff is happy to take input and recommendations from the Commission. She noted that any recommendations not taken would be noted in the final report to Council.

Councilor Herschlag stated that he would like to have the opportunity to comment and present to City Council, and City Council will make the decision. Ms. Shank encouraged members of the Commission to attend any public meetings that occurred before Council on the issue.

Members requested that the materials be provided again.

Ms. Shank stated that she was notified that DHR has received a CLG grant for a new software system called EMMIT. The system has three users permitted to use it. She stated that Planning, Engineering, and one member of the Heritage Commission will have access. Mr. Spain stated that he believes that this program will be a great resource.

Councilor Herschlag moved to approve appointing Mr. Spain to be the user for the EMMIT application. Ms. Brooks seconded the motion. The motion passed unanimously.

b. Attendance

Next meeting is June 6, 2019.

Adjournment

There being no further business to come before the Commission, Ms. Brooks motioned to adjourn the meeting at 6:11 p.m. Mr. Spain seconded the motion. The motion passed unanimously.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist