

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**June 6, 2024**

The Heritage Commission held its regular monthly meeting in Council Chambers at 37 Green St, on Thursday, June 6, 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

Guests: None

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

1. Call to Order

The meeting was called to order by Chair Jaques at 4:31 p.m.

2. Minutes – Approve May 2, 2024 meeting minutes

Councilor Kretovic moved, seconded by Mr. Spain, to accept the May 2, 2024 minutes as written, but with a correction to section 3, paragraph 2, from Ms. Barton. All in favor. Motion passed. Chair Jaques abstained as he was not present at the meeting.

3. New Business

Ms. Barton mentioned the West St Ward house and that a resident asked if the house was on the State register in the hopes of receiving grant funding to defray the costs of rehabilitation for the slate roof and trim. Ms. Barton noted she is passing on this information to the Heritage Commission in case the house is an agenda topic at a future meeting.

4. Old/Continuing Business

a. Property Recognition

Chair Jaques noted he spoke with staff and the Property Recognition program will be discussed from now on during the regular Heritage Commission meeting. The group wants to roll out the program for the upcoming school year and have it in place for a young person. Chair Jaques suggested discussing this topic at the next couple of meetings in preparation for the beginning of the school year in September.

Councilor Kretovic asked if Chair Jaques needs to contact the Concord Historical Society noting that they will not be doing the shared program in September.

Chair Jaques stated the Concord Historical Society will need to be contacted to make aware of the change to the program.

b. Gas Holder Building

Ms. Barton noted that the Preservation Alliance is working on predevelopment planning. There will be a booth with the Concord Historical Society at Concord Market Days in June to highlight the Gas Holder Building.

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c. Website

Ms. Durgy Brooks noted that she visited the City's website and was unable to find the Heritage Commission photos from the Demolition Review Committee.

There was discussion amongst the group about a link that used to be on the website, and now appears to be missing, that directed the reader to the website that contains the photos. The assumption is the link was somehow inadvertently eliminated in the recent website updates. Ms. Skinner noted she will get the link added back to the website.

d. Monuments and Granite Markers

Mr. Spain stated this is an ongoing program. Mr. Spain further noted that Mr. Dunn went to the Concord Airport to take a photo of the monument.

e. CSX Tower

Mr. Spain updated the group about his recent site visit, noting that the condition of the property is deteriorating at a rapid clip. Mr. Spain expressed concern over potential loss of the tower due to either natural or unnatural causes, noting that he will send another email to CSX inquiring about the status of the tower.

Ms. Barton mentioned that someone was willing to install fences to secure the tower.

f. Airport Terminal

Mr. Spain stated that the monument at the airport has now been documented with a photo taken by Mr. Dunn.

Ms. Barton stated last month Martha Drukker was at the meeting to discuss the Concord Airport and briefly explained the section 106 process. The FAA is to consult with the communities to assess the impact of historic properties and balance its needs with preservation values. Ms. Barton stated that process was started in 2010 when the City first started considering getting federal funding. Ms. Barton stated the FAA will look at the negative impacts on historic resources and determine what kind of remediation will be required of the City to make up the loss of historic resources. Specific to the airport, the City is proposing to demolish the 1936 airport terminal and replace it with a new building. The negative impacts are the demolition of the 1936 terminal and the construction and design of the new terminal.

Ms. Skinner stated the City is required to go through the section 106 process and part of the review process includes the FAA reviewing the historic features of the site due to its eligibility to be on the National Historic Register. Ms. Skinner noted the City is working with the FAA on all things historical.

Councilor Kretovic reminded the group about last month's discussion to have a display in the new terminal.

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Ms. Skinner stated there is a public hearing at the Planning Board on June 18, 2024. If the Heritage Commission would like to have an official presentation at that meeting, they need to make a motion as to who they would like the Commission to officially to speak at that meeting. The Planning Board will not make any decisions on this project as it is an RSA 674:54 application, so the Board will only provide feedback.

Chair Jaques asked if the City is like the State in that they do not need to obtain a demolition permit.

Ms. Skinner stated under RSA 674:54 they are exempt. However, Tim Thompson has stated they are going through all of the processes regardless.

g. old Penacook library

Ms. Skinner stated this topic is on agenda as a standing item until Matt Walsh is able to attend a meeting and discuss with the group. Mr. Walsh has since provided materials in the agenda packet for the group's review and will attend the meeting on July 11, 2024, to discuss.

Ms. Barton stated that the building is significant and asks that the Heritage Commission has time to review the language of the deed restriction and be involvement in the building moving forward.

Councilor Kretovic stated there was another city property in a similar situation and there were stipulations made about preservation when the property was sold.

Ms. Skinner stated there will be a deed restriction on the sale of the property. Recognizing the historic significance of 3 Merrimack Street, a deed restriction will be placed to ensure that the building shall be preserved in perpetuity until such a time as the building suffers a casualty rendering it infeasible to repair or rebuild.

5. Demolition Review Committee – update, if any

Mr. Spain recited a list of items that have been demolished over the last year, including the Norris house, the Abbott house, the Alosa house that was part of the Dunn farm, South State St, the Appleton St barn, and the house on Warren St by the high school. Mr. Spain noted in recent years it feels like more has been lost than saved.

Ms. Durgy Brooks expressed the need to be more conscious of procedures and permits.

Mr. Spain feels City Council should look at these things.

Councilor Kretovic was not aware of Warren St until now.

Ms. Barton asked if it would be a code issue to review.

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Ms. Skinner will bring to the attention of Building and Code the Warren St demolition.

6. Heritage Sign Review Committee – update, if any

Ms. Durgy Brooks stated the Heritage Sign Review Committee held its first meeting yesterday. Ms. Durgy Brooks stated they Committee will be looking for a third member, and at this time she and Dr. Bryant Tolles are the only members. There were two agenda items. The first item was a sign application for 1 Cambridge St, off Spring St, which was approved. Ms. Durgy Brooks briefly explained the next step in the process. Ms. Durgy Brooks then noted that the second agenda item was for a sign at 2 Rum Hill Rd wherein the applicant did not provide sufficient documentation to support the request, but the Committee discussed a plan to contact the applicant and assist.

7. Planning Board

Ms. Skinner listed the agenda items for the Planning Board meeting on June 18, 2024, including the public hearings for the airport terminal at 65 Airport Rd and the driveway and parking areas reconfiguration on Twitchell Rd at 105 Pleasant St. Other public hearings include the building conversion at 3 North State St to a rooming house, an 1,800-square-foot addition at 313 Loudon Rd, and an 83-unit condominium development at 165, 159, 153, and 169 Fisherville Rd wherein the existing houses will be demolished.

8. City Council

Councilor Kretovic noted that it was 10 years ago today that the time capsule was buried on City Plaza.

**Other Business**

**Adjournment**

Chair Jaques moved, seconded by Ms. Durgy Brooks, to adjourn the meeting at 6:10 p.m. All in favor. Motion passed unanimously.

Respectfully Submitted,

*Krista Tremblay*

Krista Tremblay

Administrative Specialist II