

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**May 3, 2018**

The Heritage Commission held its regular monthly meeting at City Hall, 41 Green Street, Concord, New Hampshire, on Thursday, May 3, 2018 at 4:30 p.m.

**1. Call to Order and Seating of Alternates**

Chairman Jaques called the meeting to order at 4:33 p.m.

Present at the meeting were Chair Richard Jaques, Vice-Chair Jim Spain, Councilor Allan Herschlag, Members Carol Durgy Brooks, Richard Woodfin, and Bryant Tolles, Jr. Staff present included City Planner Heather Shank and Administrative Specialist Lisa Fellows-Weaver.

**2. Approval of Minutes**

Mr. Woodfin moved to approve the April 5, 2018 minutes, as written. Mr. Tolles seconded the motion. The motion passed 6/0/1. Ms. Brooks abstained as she was not at the meeting.

**3. New Business**

**a. Sewall's Falls Memorandum of Understanding (MoU)**

Director of Redevelopment Services Matt Walsh, City Engineer David Cedarholm, and Elizabeth Durfee-Hengen were in attendance to speak to the Commission regarding the Durgin Parking Garage project.

Ms. Shank explained commitments were required by 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. NHDOT would be responsible for the other 80%. Ms. Shank summarized that at previous Commission meetings, the new glass stairwell of the Durgin Street parking garage was discussed as a candidate for historic panels. Several members expressed reservations that this location was not a good venue for that use. Mr. Walsh also explained that it would be very difficult if not impossible to incorporate the panels into the current design of the stairwell.

Discussions ensued regarding how to enhance the aesthetics of the garage and other options that the funding could be used for. Ms. Shank noted that the MOU states that the funds must be used for a project pertaining to manufacturing and transportation. Mr. Cedarholm suggested somewhere along Storrs Street, since John Storrs is referenced in the historic panel for the bridge. Members noted that Storrs Street is a high pedestrian area as well as a very historic area due to the rail road industry. Members discussed locating a panel in the pocket park on the corner of Storrs Street and the Pleasant Street extension.

Councilor Herschlag motioned to move forward with a historic plaque at the corner of Storrs Street and the Pleasant Street Extension that outlines the history of the rail road and compliments the signage at the Sewall's Falls Bridge, and that staff prepare an RFP. Mr. Spain seconded the motion. The motion passed unanimously. Mr. Cedarholm stated that he will contact the former contractor for estimates.

**b. Green Infrastructure in Historic District ROW – David Cedarholm**

Mr. Cedarholm met with the Commission to discuss green infrastructure stormwater management solutions within the Historic District. He explained that there has been significant flooding occurring at the Kimball Jenkins estate in the vicinity of the retaining wall and in the right of way since 2003. Previous solutions involved installation of large pipes and directing drainage into Horseshoe Pond, which would cause significant erosion and water quality problems in the pond, and was an unpopular solution with the adjacent property

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owner. He presented to the Commission that one solution involves narrowing N. Main Street in the Historic District and using green infrastructure stormwater management solutions to alleviate the problem. He noted that this option would impact parking in the vicinity but that there are various ways it could be implemented to minimize this. Mr. Cedarholm described the current drainage conditions and noted that if the paved area were reduced in size, the runoff would be significantly reduced. It would then be more feasible to manage the drainage without additional pipes or impacts to the pond and surrounding property.

Discussion ensued regarding the effects to the historical area. Mr. Cedarholm mentioned that narrowing the road would reduce impervious surface and that shade trees could be added. He noted that if all on-street parking were eliminated, it would allow for 12 feet of green space on either side of the street. He noted that there would still be room for 50 cars if the parking were eliminated on only one side of the road. Ms. Shank noted that another solution included construction of a parking area and underground detention basin on the Kimball Jenkins property. Additional discussion was held regarding restoring the street to the original Cobblestone and to a porous surface.

Mr. Cedarholm noted that this this section of N. Main Street is within the jurisdiction of the Heritage Commission, and any changes would trigger Commission review for a Certificate of Approval per the ordinance. He will keep the Heritage Commission involved throughout the process.

**c. Demolition Delay Ordinance Review**

Ms. Shank suggested that the discussion of the Demolition Delay Ordinance be continued so that Mr. Johnson would be present and could contribute. Councilor Herschlag requested that the discussions move forward. Ms. Shank provided a timeline of the history of the proposed revisions. She explained that staff has met with the City Solicitor and Administration and this has been an ongoing process for the past three years. Councilor Herschlag stated that he feels that there needs to be some motivation for the developers to find an alternative to demolition rather than having them just wait out the delay period.

Mr. Tolles left at 5:55 p.m.

A discussion was held regarding how many applications there have been that have triggered the process. Mr. Woodfin stated that there needs to be more work done for the proposal of amendments to Council, and that the Commission needs to have information as to the numbers of applications that trigger the waiting period to support the request for more time. He added that it may be determined that the need is so minimal that it might make sense to have different levels of the demolition review process.

Councilor Herschlag and Mr. Woodfin agreed to work together to gather more information and address this item at a future meeting. Mr. Woodfin suggested that there be some information from Ms. Pegg relative to the economic view of the City with regards to the demolition of buildings. In addition, Mr. Woodfin and Councilor Herschlag will present their findings to Council.

**4. Demolition Review**

**a. Committee Report**

*Jelley, 50 Hutchins Street*

Mr. Spain provided an update regarding the Committee's findings at 50 Hutchins Street. He explained that the Committee members agreed that, with the deterioration of the property, and the lack of integrity

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to the building, the applicant should move forward with the process of the demolition. Therefore, the Demolition Review Committee signed off on the proposed demolition.

*Cheney, 131 West Parish Road*

Mr. Spain provided an update regarding the Committee's findings at 131 West Parish Road. He stated that three buildings were viewed; a small barn, a large barn from the 1970's, and a cottage. The Demolition Review Committee did not have concerns with the demolition of the cottage or small barn due to disrepair and structural concerns, and the larger barn was not a consideration as it was constructed in a recent period that would not require the review.

Mr. Woodfin stated that he would be providing pictures of the above properties.

Demolition Committee Meeting Procedures

A discussion was held regarding the State Statutes and Committee requirements for minutes and postings. Mr. Spain stated that he would notify staff of site walks for posting requirements and will take the minutes of the site walks and send to staff per necessary requirements.

Credentials

Mr. Spain asked if there is some sort of credentials that the members of the Demolition Committee could obtain for identification purposes. In addition, a request was made to have gloves and masks ordered for the members. Ms. Shank will follow up on these items.

**5. Follow up Items** – nothing

**6. Review of Correspondence**

All correspondence was distributed and reviewed. No action was required.

**7. Old Business**

**a. Historic Photo Repository**

Mr. Woodfin stated that Flickr has been sold and purchased by Smug mug, which has more flexibility. He will update the Commission accordingly within a few months.

**b. Website**

Ms. Shank stated that the approach to updating the website has changed and staff will update the website after the new launch occurs in June, as it appeared to be a better option.

**8. Other Business**

**a. Alternate Members**

Mr. Spain stated that he did speak to Mike Dunn as an interested alternate member and he has not heard anything from the City to date.

**b. OSI Planning Conference**

Mr. Woodfin stated that he attended the OSI conference and mentioned that there were many items of interest for historic resources and preservation.

**Adjournment**

There being no further business to come before the Commission, Mr. Woodfin motioned to adjourn the meeting at 6:33 p.m. Ms. Brooks seconded the motion. The motion passed unanimously.

Respectfully Submitted,  
Lisa Fellows-Weaver, Administrative Specialist