

# HERITAGE COMMISSION

## Meeting Minutes

August 2, 2018

The Heritage Commission held its regular monthly meeting at City Hall, 41 Green Street, Concord, New Hampshire, on Thursday, August 2, 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 Rich Woodfin, Dr. Bryant Tolles, and Alternate Sarah Galligan. Staff present included City Planner Heather Shank, and Administrative Specialist Lisa Fellows-Weaver.

### 2. Approval of Minutes

Mr. Herschlag moved to approve the July 5, 2018 minutes, as written. Mr. Spain seconded the motion. The motion passed unanimously.

### 3. New Business

None

### 4. Demolition Review Committee (DRC) Report

#### a. 135 North State Street – St. Peter's Church

Mr. Spain stated that one application was received for demolition. He provided an overview of the site visit at 135 N. State Street on July 12, 2018. A tour of the facility was given by developer Jon Chorlian and discussions were held relative to the proposed demolition. The existing mansion and carriage house are to remain. The Demolition Review Committee's consensus was that the church building could be "potentially historically or architecturally significant" and a public hearing was recommended and was scheduled for July 30.

Mr. Spain explained that at the public hearing neither a representative for the owner nor the owner, the Diocese of Manchester, was in attendance. A vote was taken by the DRC to meet with the owner and developer within (10) days to seek alternatives to any demolition of the St. Peter's Church. This meeting has been scheduled and noticed for 6 p.m. tonight.

### 5. Follow up Items

#### a. Sewall's Falls MOU – Update

Ms. Shank stated that there is no additional update from David Cedarholm, the City Engineer, at this time. She shared the recommendation from McFarland Johnson and Mr. Cedarholm to pursue a series of matching historic signs along the corridor due to its importance and relevance to the history of Concord. Mr. Herschlag suggested that any signs that are added be compatible with the new Main Street signs. He added that there should be some communications with the same consultants that did the Sewalls Falls signage. Ms. Shank confirmed that the consultants are the same.

#### b. Alternate Members

At the July meeting, a discussion was held regarding the appointment of alternates and a motion was made for members to provide suggestions for alternate members for the Commission.

Ms. Shank was asked if the Commission should provide suggestions to the City Manager for alternates. Ms. Shank noted that the Commission's goals in filling the alternate member seats may not align with the Administration or Council's intentions for those seats. She suggested the Commission write a memo to the City Manager stating their goals and asking for direction. Mr. Jaques stated that he feels that the desire is to get people of different backgrounds and demographics to become knowledgeable about the City and the Heritage Commission, and be available to sit in if there are conflicts or a lack of a quorum.

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It was noted that the Commission should not be encouraging people to apply if the current members do not know what the City Manager or Council are looking for.

Members asked Ms. Galligan about the process she went through. Ms. Galligan explained that she submitted her resume to the City Manager's office after Councilor Champlin recommended her. She then had a meeting with the Chair of the Heritage Commission and City Planner, and her resume was shared with the Commission members. She was then appointed by the City Manager.

Mr. Jaques offered to have an informal chat regarding alternates with the City Manager.

**6. Review of Correspondence – *No new correspondence.***

**7. Old Business**

**a. Demolition Delay Ordinance**

Mr. Woodfin stated that he and Mr. Herschlag met and have made some progress. They hope to provide a draft next month.

**b. Historic Photo Repository**

Mr. Woodfin stated that he uploaded photos of the St. Peter's Church, mansion, and carriage house. Additional discussion was held regarding the contents of pictures being posted due to the fact that some pictures may include interiors of personal residences. Mr. Woodfin volunteered to contact the City Solicitor for guidance regarding contents within the pictures.

**c. Website**

Ms. Shank stated that the front page of the website has been reconstructed with six links and graphics. There is more work to be done including adding additional pages for the surveys. She stated that she will report more on the progress at the September meeting.

**d. DHR Meeting – Reminder - September 6, 2018**

**8. Any other business to come before the Commission**

Mr. Spain shared several items. He stated that he had discovered a book written by Colonel Frank Wes Rollins and encouraged others to check it out. Ms. Galligan said there is a copy of the book at the State Library, which could be viewed but not checked out. Mr. Spain also shared that he had discovered original plans for City Hall, which he would be happy to pass on if others were interested. Ms. Shank stated that she would be interested to see them.

Mr. Spain stated that someone should find out if there were cobblestones beneath N. Main Street in the Historic District section, considering the City may have plans to tear it up to address the flooding and stormwater issues in that area. Ms. Shank stated that Mr. Cedarholm is investigating other options at this time and is not focusing on the N. Main Street option.

Mr. Spain shared an invitation from Ms. Barton inviting Commission members to the Kimball Jenkins Estate. The Commission proposed holding their next meeting at the Estate. Mr. Spain volunteered to contact Ms. Barton to see if the October meeting could be held there.

### Adjournment

There being no further business to come before the Commission, Mr. Woodfin motioned to adjourn the meeting at 5:26 p.m. Mr. Tolles seconded the motion. The motion passed unanimously.

Respectfully Submitted, Lisa Fellows-Weaver Administrative Specialist