

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**March 4, 2021**

The regular monthly meeting of the Heritage Commission was held on March 4, 2021, via Zoom, at 4:36 p.m.

Attendees: Chair Richard Jaques, Vice-Chair Jim Spain, Councilor Jennifer Kretovic, Members Carol Durgy Brooks, Bob Johnson, and Dr. Bryant Tolles Jr. Alternate Mike Dunn arrived later in the meeting.

Absent: Planning Board Chairman Rich Woodfin

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

**Call to Order**

The meeting was called to order by Chair Richard Jaques at 4:35 p.m. at which time Mr. Jaques read the following statement:

As Chair of the Concord NH Heritage Commission, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Commission is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, we have provided public notice of the necessary information for accessing the meeting, and instructions are provided on the City of Concord's website at: [www.concordnh.gov/planning](http://www.concordnh.gov/planning)

**With Regard to providing public access to the meeting;**

We are utilizing the Zoom platform for this electronic meeting. All members of the Commission have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through visiting the following website address: <https://zoom.us/j/181542776>.

If you do not have website access, you may dial the following phone number 929-205-6099 and enter the webinar id 181 54 2776.

For those calling in who want to provide public testimony, *via* the website, you may click on the chat icon to ask, or click "raise hand" to be recognized as authorized by the Chair. For participants, dialing in on a phone, you may dial \*9 to alert the Chair that you want to testify. Please note that testimony only applies to public hearings, and public participation may not be authorized in a public meeting which is not a public hearing.

**With Regard to providing the public with a way to alert us about access problems;**

If anybody has a problem, please call 603-225-8515 or send an email to: [planning@concordnh.gov](mailto:planning@concordnh.gov).

**With Regard to adjourning the meeting if the public is unable to access the meeting;**

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

With that, let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

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

No action was required.

**2. Approval of Minutes**

The minutes were postponed to later in the meeting.

**3. New Business**

***Discretionary Preservation Easement Renewal - 84 Stickney Hill Road***

City Assessor Kathy Temchack was present along with the property owner Lorraine Pierce.

Ms. Temchack explained that the application is a request to renew a discretionary preservation easement that originally was granted by City Council, April 2011. She stated that the overall intent of preservation easements is to encourage property owners to retain and preserve the historic and structural integrity of the City's older agricultural structures by doing regular maintenance and the general upkeep, as well as maintaining the safety. In return, there is a reduction of the assessments; in this case it is 75%.

Ms. Temchack referenced the numerous pictures provided noting the improvements that have been done to the barn and other out buildings on the property, as well as the 2011 plan for future improvements. The majority of the plan has been updated. She stated that if the information provided and the amount suggested is satisfactory, the Commission should recommend approval to City Council.

Mr. Jaques commented that he appreciated the information provided and asked if the barn is still being used for chickens and other farm animals. Ms. Pierce stated that they have owned the property since 1977 and have been doing restoration projects over the past 40 years. They love their home and want to continue to take care of it. She noted that they have done much of the work themselves. They still have chickens and used to have horses. The field does continue to provide hay.

Mr. Johnson made a motion to recommend approval of the Discretionary Preservation Easement Renewal for 84 Stickney Hill Road at the original amount from 2011. Seconded by Mr. Spain. With a roll call vote, the motion passed unanimously, as follows:

Mr. Jaques – in favor  
Mr. Spain – in favor  
Ms. Brooks – in favor  
Mr. Tolles – in favor  
Mr. Johnson – in favor  
Councilor Kretovic – in favor

**4. Approval of Minutes**

Councilor Kretovic made a motion to approve the minutes of February 4, 2021, as written. Seconded by Mr. Spain.

Discussion was held regarding suggested amendments by Ms. Brooks. The motion was tabled to the next meeting. Ms. Brooks will email the suggested changes to members.

**5. Demolition Review Committee – Jim Spain**

Mr. Spain stated that there was nothing new to report.

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**6. Heritage Sign Program – Carol Brooks**

Ms. Brooks stated that no new applications have been submitted. There has been one new inquiry that has come through to Mr. Spain.

**7. Planning Board Update – Rich Woodfin**

Mr. Woodfin was not present. Ms. Shank stated that there was no new information to report.

Mr. Jaques stated that Mr. Woodfin has indicated that he would like to resign as the Planning Board representative to the Heritage Commission. Ms. Shank stated that this item was mentioned at the February Planning Board meeting and Staff invited Planning Board members to attend this month's Heritage Commission meeting. The item will be on the March Planning Board agenda.

**8. Council Update – Councilor Kretovic**

Councilor Kretovic shared that as of March 1, no demolition permit has been filed for the Gas Holder building.

Councilor Kretovic stated that she looked into the weathervane that was on top of the east side community building and that item was sold with the building. She stated that in the future, when the City is selling property, the Heritage Commission can look into any artifacts relative to the buildings.

**9. Old Business**

• *Abbott Village - Heather Shank*

Ms. Shank stated that the developer is planning to come back to the March Planning Board meeting and will be requesting more building permits. The applicant feels that they have done a significant amount of work to the Abbott house, and they intend to complete it before requesting COs for the additional units.

• *Demolition Delay Ordinance - Jim Spain*

Mr. Spain stated that there was nothing new to report.

• *Historic Photo Repository - Rich Woodfin*

Mr. Woodfin was not present.

• *Monuments & Granite Markers - Jim Spain*

Mr. Spain stated that as a result of the article in the City Manager's Newsletter, he has received a few more calls about the markers and monuments. He added that he was contacted by Jeff Forester from the Concord Monitor relative to the ongoing search for monuments. He stated that this will now be a feature in the Concord magazine. Mr. Jaques added that he was also interviewed.

Ms. Shank stated that she will contact Ms. Breton and request that the article continue to run in the newsletter until the article comes out.

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

a. Correspondence – No new correspondence

b. Ms. Shank stated that the DHR tool developed to research historic resources was up for renewal. She stated that Mr. Spain has a subscription and she has authorized the renewal for another year for Mr. Spain. She suggested that Mr. Spain will provide an update at a future meeting as to how the software is being utilized.

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- c. Mr. Johnson requested that the interpretive panel remain on the agenda under Old Business so the Commission can continue to discuss the sign and location.

Mr. Johnson also asked that the financial statements regarding the project be shared with the Heritage Commission. He stated that the Commission was not provided with this information and he would like to see how much was set aside and how it was spent.

Councilor Kretovic replied that this information is a part of the public record and can be obtained. She stated that the amount was \$20,000 and he could speak with the City engineer. She asked if the Commission had the final say as to final location of the panel. Mr. Johnson replied that the Commission was not given the opportunity and is an advisory committee only. He added that he would just like to see the sign placed in an appropriate location. He stated that it is suggestive by the current placement that no one in the City is working together; overall, it is an insult to the City.

Mr. Jaques stated that the Commission was asked for advice and a location was suggested. He added that the sign was not designed to be as large as it is and if placed where originally suggested it would be touching the ground. He agreed that the location is not what they were originally presented.

Mr. Spain commented that it is a good idea to leave on the agenda. He suggested that members look at the sign over the next month.

**11. Adjournment**

There being no further business to come before the Commission, Mr. Jaques motioned to adjourn the meeting. Mr. Spain seconded the motion. The motion passed unanimously at 5:45 p.m. by a roll call vote.

Respectfully Submitted,  
Lisa Fellows-Weaver  
Administrative Specialist