

LYME HERITAGE COMMISSION
January 24, 2012
MINUTES

PRRESENT: Adair Mulligan, Ray Clark, Jane Fant, Charlotte Furstenberg, regular members; Laurie Wadsworth, Tim Cook, alternates; Simon Carr, Selectperson

1. **Minutes:** The minutes of the November 22th meeting were approved.
2. **Fund raising:**
 - a. Ledyard: After contacting Jeff Marks in the Marketing Department, Ray drafted a letter requesting a \$500 donation. It seemed likely that it would be successful although nothing has been received so far. A thank you letter and some mention of their generosity would be in order if a donation were forthcoming.
 - b. Byrne Foundation: Adair drafted and Ray revised a letter to the Byrne Foundation. The letter was sent about 10 days ago asking for a \$3,000 donation. Adair thought she would get a check within a couple of weeks if we are going to.
 - c. Mascoma Bank: Simon contacted Terry Martin at Mascoma. Terry indicated that the bank focuses on humanitarian causes so Simon did not pursue it any further. The members of the commission felt that we should ask for a modest contribution since Ledyard is likely to make a donation.
 - d. Lyme Historians: At their last meeting the Lyme Historians voted to increase their donation to \$2,000.
 - e. Other sources: The group agreed to develop a letter to be sent to a group of local citizens with an interest in Lyme history and architecture. The letter will be based on the letter that was sent to the Byrne Foundation with some modifications. The letters will be signed by the Chairman, Ray Clark, with a handwritten note by a commission member who would follow-up in person. In some cases potential donors might receive a phone call before the letters go out to tell them a little about the project and let them know that an appeal would be coming. The letters will be on Lyme letterhead. Checks should be made out to the Town of Lyme and be earmarked for the Heritage Commission. Simon agreed to produce the letters for Ray's signature prior to Feb. 10.
Commission members each pledged \$100 to the project.
3. The meeting then moved to non-public session to develop the list of potential donors. The meeting then returned to public session.
4. **Liz Hengen:**
 - a. Adair had been in contact with Liz who indicated that her estimate of \$6,500 would cover researching the history of the town and conducting a windshield survey that would cover the barest minimum about each structure, i.e. map #, photo, type of resource, approximate date, and style. More detailed information and a presentation to the town would cost more. The group agreed that we should raise our fundraising goal to \$12,500 so we would be able to have Liz do as much as possible. Ray and Adair agreed to "Skype" with Liz to talk about her costs and the process going forward.

5. **Post 1940 structures:** The pros and cons of including noteworthy post 1940 structures were discussed. The group agreed that we should focus on pre-1940 houses for now since there are so many of them in town. The question of old frames that have been reconstructed in town was raised. The group decided to ask Liz how to handle them.
6. **Inventory forms:** Laurie brought a sample form that she had developed and completed for 2 houses. Since the last meeting we had obtained the individual inventory form developed by the state Division of Historic Resources. The group decided to use selected pages from the NH form.
7. **Preliminary work:** The group agreed that we could do a lot of preparatory work by extracting as much information as possible from the tax cards. Simon agreed to look into how we might access the tax cards.
8. **Next meeting:** Tuesday, February 28, 2012.

Meeting adjourned at 8:55 p.m.

Respectfully submitted,
Charlotte Furstenberg