



North Hampton Heritage Commission  
Minutes of Meeting  
November 17, 2011  
Heritage Commission Conference Room, Town Clerk/Tax Collector Bldg

Present: Carolyn Brooks  
Paul Cuetara  
Jane Currivan  
Donna Etela, Chair  
Tibbie Field  
Barbara Kohl  
Cynthia Swank

Excused Absences: Jim Maggiore

1. Etela called the meeting to order at 9:35AM; Alternate Member Kohl to vote in Maggiore's absence.

2. Treasurer's report. The Heritage Fund balance at present is \$2036.35. Brooks has sent a written request to Accounting for the Heritage Commission's unspent funds from last year's operating budget to be transferred to the Heritage Fund. The Account History sheet Brooks received shows that the Commission has spent \$183.31 this fiscal year.

In July Etela had been informed that there may be two gifts to the Heritage Fund in memory of Jane Palmer. She learned that one such gift was not made. Kohl will check to learn if the second one was made or not as the Town Accountant has not responded with the information.

Kohl will have the Planning/Zoning Administrator check that the Heritage Commission operating budget of \$1000 appears in the current FY budget & next year's budget request.

3. Minutes. The minutes were amended to more fully describe the survey boundaries - Atlantic Avenue from Pine Road to Route 1 (street numbers 197 to 249). Minutes were approved as amended.

4. Old Business.

a) Town Hall / National Register. Cuetara described his visit to the Division of Historical Resources [DHR] and talk with Mary Kate Ryan. Peter Michaud, the

liaison for the National Register application, was out of the office but Cuetara will contact him. Cuetara also will contact Lisa Mausolf, a consulting architectural historian who did the 1994 report for the Department of Transportation, and is on the DHR's list of consultants. He will take the opportunity to discuss our survey effort with her.

b) Certified Local Government. Deferred until next meeting when Maggiore will report whether North Hampton has such status.

c) Photographs of Route 1 businesses. Brooks and her son reviewed photocopies of the photographs and jotted down identifying information.

Paul Farrell stopped by the Heritage Conference Room a few weeks ago when Etela and Swank were present, and he also identified some of the photos. Swank will add Farrell's information to the photocopies, and put in a binder to be left on the Heritage Commission table with a sign asking for assistance from anyone who was living in town in the late 1970s - 1980s.

Rick Fucci has not yet left photographs that his family may have of the outdoor movie theatre his father owned. Brooks provided Jim Better's contact information for the North Hampton Business Association, and Swank will contact him.

Kohl has a 1930s booklet about North Hampton that includes images; she will photocopy and provide to the HC.

d) Survey statement. Additional changes to the last paragraph of the revised 10/20/2011 statement were made. A copy of the revised statement will be sent to all members and any additional comments must be submitted within 48 hours. Etela will send the statement and a summary of the Commission's actions to Ryan at the DHR for Ryan's thoughts about next steps.

e) Proposed Public Meeting Date. It was agreed that a public get-together to explain the survey project and garner support and possible assistance for it be held not in January as originally planned but sometime in March. Factors were weather, likely distribution date of the community newsletter, school vacation days / week, and absence of those who go south.

Kohl pointed out that "Public Meeting" is not the appropriate designation as it is not a formal meeting; she will try to come up with a descriptive name.

## 5. New Business

a) School purchase Robinson property. Swank distributed copies of the email she sent to Anne Ambrogio, a School Board member who serves on the Capital Improvement Plan [CIP] Committee with Swank. The subject of the

possible purchase came up at the last CIP meeting and some thought the School Board would desire information about the property that the Heritage Commission might provide in advance of the survey of the Town Hall / Depot area.

After discussing with Etela, Swank sent the email indicating that a formal request from the School Board be made if it wishes the Commission's aid, that Robinson should be the first source of information, that the Commission could do deed research and provide some historical context but that any assessment of the structures themselves would require the School Board hiring an architectural historian and / or an individual or firm providing preservation services. She provided links to the DHR's consultants' list and to the NH Preservation Alliance's *Preservation Directory* of vendors providing products and services. She mentioned a few names of individuals or firms who have done work in town but noted that the Heritage Commission has no experience with any of them and is not recommending any.

The School Board had not yet met since the email was sent.

b) Identifying roles / areas of interest for Survey. Etela asked that everyone review the roles Ryan mentioned - they are historian, field surveyor, photographer, mapper, assembler, leader -- and be prepared at the next meeting to indicate what roles would best fit their skills and interests.

Ryan's presentation is available at

<https://skydrive.live.com/?cid=cdedd2914100c6a0&id=CDEDD2914100C6A0%21102> ;

the 1994 Mausolf report for the Department of Transportation is on the town website's home page, links for residents, link to Heritage Commission information [http://www.northhampton-nh.gov/Public\\_Documents/index](http://www.northhampton-nh.gov/Public_Documents/index) ;

and the 2006 State Register application for the Town Hall is on the Town website, Heritage Commission page, then NH Division of Historical Resources (the last document on the page) [http://www.northhampton-nh.gov/Public\\_Documents/NorthHamptonNH\\_BComm/Heritage](http://www.northhampton-nh.gov/Public_Documents/NorthHamptonNH_BComm/Heritage)

Cuetara will have Wendy make copies of the 1994 report for him and for Kohl.

c) Budget for survey. Deferred to a later date.

d) Building repairs / upgrade to Stone Building. Swank reported that among the capital improvements the CIP Committee is reviewing is one for the building in which the Heritage Commission conference room is located. Proposed improvements include new heating / cooling system, new ADA compliant restroom and ramp, and other external and internal renovations. These

improvements have been discussed with the Town Clerk / Tax Collector but not with the other users of the building. George Chauncey, President of the North Hampton Historical Society intends to speak with the Town Administrator, and request a meeting to include all interested parties and to learn what is planned and possible impacts, and to give others a chance to provide input.

e) Role of Survey Committee / Heritage Commission. Discussion about the Survey Committee included the importance of non-Heritage Commission members being on the Committee, the need to consider fund-raising efforts such as the sale of house plaques or perhaps models, and how best to develop a work plan with buy-in from participants.

Cuetara volunteered to provide by next week an agenda of an event where participants would brainstorm, divide into groups of four or five people, and develop measurable objectives and activities relating to the survey effort. He also suggested the value of developing a brief vision statement or even a tagline to describe the survey. The goal is collective ownership.

[Currivan and Field left at 11:35AM]

Each Commission member is to prepare by the next meeting a list of people they might personally invite to such a planning session. The goal is to obtain fifteen to twenty participants who represent not only Town boards and commissions but also those interested or skilled in local history, genealogy, photography, mapping, database development, railroads, their own houses or businesses, the school, etc.

6. Next meeting. Thursday, 12/15/2011 at 9:30AM

7. Adjourned. 11:50AM

Cynthia G. Swank  
Recording Secretary