



North Hampton Heritage Commission
Minutes

April 19, 2012

New Hampshire Room. North Hampton Public Library

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

Excused Absences: Barbara Kohl, Jim Maggiore

1. Etela called the meeting to order at 9:30 AM.

2. Treasurer's report. The Town Accountant's printout did not give the balance for this fiscal year's account. He has debited the \$942.35 that represents last fiscal year unexpended amount but had not yet deposited it in the Heritage Fund.

3. Minutes. Minutes of March 15, 2012 were amended, deleting one sentence; the amended minutes were approved unanimously.

4. Old Business.

a) Town Hall / National Register. Lisa Mausolf, the preservation consultant hired to prepare the National Register application, will have it completed by June for July's State Historic Review Board meeting. Mausolf took photos of the exterior on April 13th and will return to do the interior. Etela has provided links to various documents to assist Mausolf in preparing the application. The March 30th *Hampton Union* article contained several inaccuracies which Etela brought to the attention of the reporter.

b) Public Information Session. Mausolf billed \$125 for her attendance at the March 22nd session, necessitated by the inability of the State's Division of Historical Resources survey coordinator to be present. Close to 30 people attended the informational and public awareness session, and numerous ones signed up for the training workshop.

c) Mooseplate Grant. Etela and Swank related the information requests to which the Town Hall Committee has yet to respond. Swank passed out the two estimates for the job, an email from Deb Gagne, the grant coordinator at the Division of Historical Resources, critiquing the draft narrative, and the draft as it now stands. Swank mentioned the useful information that another potential vendor provided, including his estimate of between \$5 and \$6000 for the job. The two estimates in hand are for \$8050 and \$9950. One will construct the door himself; the other will have someone else make the door and that person's name and credentials are not known.

There have been two meetings in the past month relating to the door, attended by Etela, Swank, Field, Cuetara, Chair of the Town Hall Committee, and George Chauncey, a member of the Town Hall Committee. John Hubbard, Highway Director attended the first meeting.

In order for the Town to submit a grant application, the Town Hall Committee must decide upon a vendor, and provide a list of similar projects on which the vendor has worked as suggested by Gagne. Swank also needs the Town Hall Committee to provide examples from the work already completed on Town Hall that demonstrate an adherence to the Secretary of Interior Standards, again as recommended by Gagne.

The photographs and supporting letters are done. Swank's deadline is Monday, April 23rd so that she has sufficient time to revise the narrative, add information about the selected vendor, put together the pieces, photocopy and mail to meet the Friday due date.

Etela indicated that the Town plans to do the other work on the front of the building by September 11, the State's primary election.

d) Master Plan / Discussion of Historic Resources. Swank had provided links or attachments to about a half dozen Historic Resources sections prepared by other towns, including those recommended by the Division of Historical Resources. She summarized the typical content found in these documents.

A Fall 2012 deadline for a draft Historical Resources section was deemed possible. Members agreed to use the Stratham Historic Resources section as a guide; everyone is to read it and at the next meeting the Commission members will decide who does what.

New Business

a) May 5th Volunteer Training. Etela distributed the agenda Mary Kate Ryan of the Division of Historical Resources has provided for the half day workshop.

Members agreed that Etela should send the agenda to those who have signed up for the workshop; and then sent a reminder email notice to them a day or two prior to the workshop.

Etela also distributed the list of people who have signed up for the workshop. Those Heritage Commission members present who had not completed a signup form all said they will participate.

Field and Currivan noticed that several names of people they had contacted were missing; they will contact the individuals to determine whether they will volunteer and attend the workshop and provide the names and email addresses to Etela. Etela will send the complete list to Ryan prior to May 5th so that Ryan can prepare sufficient information packets.

Etela suggested a refreshments effort similar to the excellent one prepared for the informational and public awareness session.

[Currivan left at 10:45]

Swank described her efforts to create a survey project website using Google Sites. She asked for a volunteer who did not have a Google account or Gmail to try it out with Swank present to answer questions and help if needed. Field agreed to do so after the meeting on one of the Library's computers. Swank will send the site to Cuetara who does have a Google account for his critique.

b) Commission Term Expirations. Cuetara agreed to another three year term as a Commissioner. Currivan had previously agreed. Etela will request that a Planning Board member volunteer to become an Alternate (a one year term). Field will inform Etela whether she thinks she can participate this coming year.

[Brooks left 11:00 am]

5. Next meeting. Thursday, 5/17 at 9:30AM.

6. Adjourned. 11:05

Cynthia G. Swank
Recording Secretary