



Minutes of Meeting  
Thursday, 19 July 2012 9:30 AM  
Heritage Commission Conference Room  
Stone Building (Clerk's Office)

Present:

Carolyn Brooks  
Paul Cuetara  
Jane Currivan  
Donna Etela, Chair  
Cynthia Swank

Alternate Member: Jane Robie

Excused absences: Tibbie Field, Shep Kroner, Jim Maggiore

Also attending: Shir Haberman, *Hampton Union*

1. Etela called the meeting to order at 9:35 AM.

2. Treasurer's Report. Brooks reported that \$468.77 representing the unspent portion of the budget on 6/30/12 has been transferred to the Heritage Fund; its current balance is \$3448.08. This year's budget remains \$1000. The report was approved unanimously.

3. Approval of Minutes. There was one correction to the June 21 minutes: Michaud, not Chauncey, had not yet responded regarding a meeting date to discuss the work on Town Hall. The minutes as amended were approved unanimously.

4. Old Business

a) **Survey Update.** Etela reported that survey volunteers met on Monday, July 16<sup>th</sup>. She had requested that a representative from each team be in attendance. Those present were enthusiastic in discussing what they were doing. Sue Brooks is unable to continue on the work and Peter Parker will replace her. There will be a similar meeting on Monday, August 13 at 6pm at the Heritage Commission conference room.

There was a discussion about the credibility of information in secondary resources and the need to verify information and make clear the origin of the information. The draft inventory form for 223 Atlantic Avenue was used as an example *vis a vis* the information and image in the Heritage Commission's *North Hampton Heritage Walks* (2001).

Swank noted that the Town's militia rolls are now being arranged and described, and some from the 1870s provide the occupations of males which may prove useful in identifying builders or possible builders of houses in the late nineteenth century.

b) **Master Plan/Discussion of Historic Resources.** Brooks will contact Kroner and Maggiore. Swank noted that the most recent Planning Board agenda mentions planning a public visioning session for the Master Plan.

c) **Mission Statement.** Cuetara will edit a draft mission statement he had sent Etela; he will send the edited, briefer version to everyone within the next week, seeking comments.

d) **Amendments to Bylaws.** There was a brief discussion of the By-laws as they now read and additional changes that had been suggested. Brooks moved, Cuetara seconded and all voted to have the By-laws as amended June 21st stand.

e) **Town Hall Renovations.** Etela reported that on June 29 George Chauncey, member of the Town Hall Committee, John Hubbard, PW Department head, Tom McCormick, Town Accountant, Steve Fournier, Town Administrator, and she met Peter Michaud of the NH Division of Historical Resources at Town Hall. The meeting was at Chauncey's request to review work and work processes relating to the repair of Town Hall. The final decision about the work remains with the Select Board.

Hubbard showed Etela an exterior lighting fixture and a landscape plan; Robie may wish to review the landscape plan.

Swank noted that she had come across some references to earlier work on Town Hall in her review of all Town Reports.

## 5. New Business

**HC War Monument Brochure.** Ed MacNeil left a note that there was an error in the 2008 brochure. In the biographical information about John James "Jack" Brown, the brochure states Brown's ship was the last to be lost in World War II; MacNeil noted that the *USS Indianapolis* was the last major ship. Swank verified that MacNeil is correct. Brooks will correct a half-box worth of brochures by crossing out the inaccurate sentence; Etela will delete the sentence from the digital file and have the corrected brochure posted on the Heritage Commission's page on the Town website. Brooks will phone MacNeil.

6. Next Meeting Date: Thurs, Aug 16 at 9:30 AM, Heritage Commission Conference Room.

7. Adjournment at 10: 25 AM

Cynthia G. Swank  
Recording Secretary