



Minutes of Meeting  
Thursday, 18 October 2012  
Heritage Commission Conference Room  
Stone Building (Clerk's Office)

Present:

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

Alternate Members: Tibbie Field, Jane Robie. Absent: Shep Kroner

1. Etela called meeting to order at 9:32 AM

2. Treasurer's Report. The Treasurer's report was approved. There has been no change in the fiscal year account from last month. Brooks will make sure Buchanan is reimbursed for the photo storage cards.

Maggiore reported that Doug Smith & Tom McCormick will assign the Heritage Commission its own line item.

3. Approval of Minutes. There was one correction (an inaccurate first name) to the 9/20/2012 minutes. The minutes were approved as corrected.

4. Old Business

**Survey Update.** This month's meeting of the survey group is not until this evening. Allen Brandt agreed to create a spreadsheet of architects and builders, what buildings they worked on, and when. As information is learned from the survey, it will be added to the spreadsheet.

**Master Plan/Discussion of Historic Resources.** Etela distributed suggestions for the Goals and Recommendations segment of the Historic Resources section of the Master Plan. She and Swank had prepared their own lists and document is the result. Commission members are to review the suggestions. It was agreed to have a Work Session on October 25<sup>th</sup> at 9:30 AM in the Town Offices' conference room to discuss and make decisions about the Goals and Recommendations. [Maggiore emailed later in the meeting that the Building Inspector will attend.]

There was a brief discussion about possible amendments to ordinances or rules and regulations as they relate to the preservation or documentation of historic buildings and structures. It also is possible that an annual review of the 2006 International Building Code on which the State bases its building code be done.

Etela requested that Brooks and Cuetara revise the History segment of the Historic Resources section. Copies of the 1998 Historic Resources section of the Master Plan had been distributed to members at the May meeting.

[Maggiore left]

**Town Hall Renovations.** The timing of the construction and installation of the front door and the National Register application review process has resulted in more administrative work for Etela, Peter Michaud of the State's Division of Historical Resources, and Lisa Mausolf who prepared the application. Because of the deteriorating threshold, Etela asked Michaud whether the Town could expedite the installation of the door as soon as it was ready. He contacted the National Register and approval was granted but new photographs and an addendum to the application must be provided.

The door was installed this week. The contractor, Gray Construction, was able to retain the original frame surround above the door but had to remove the two sides. The plain pine boards were in poor condition because of dry rot and only the four original trim strips were able to be salvaged. The contractor installed two new pine boards and the original trim pieces. Bob Gray will write a letter to document the work; photos have been taken. The Police Chief also will write a letter, if necessary, indicating that the deteriorating threshold was a potential safety hazard. The State review meeting is October 29.

**Jane Palmer Memorial Bench.** Cuetara reported that \$775 has been pledged or is in hand. He has additional phone calls out. The bench will be installed Monday, October 22. There will be a brief ceremony at 6:30PM on that day just before the Select Board meeting; and then a ribbon - cutting to Town Hall. Checks for the bench should be made payable to the Town of North Hampton, memo that intended for bench, and give to Jan Facella at Town Offices or Jane Mackin.

Cuetara intends to request that the Select Board disband the Town Hall Committee as no further work on Town Hall is anticipated for several years although work on the east and west elevations will be needed some time. There is a box of records relating to the Town Hall restoration in the Building Inspector's cubicle which Cuetara wishes to organize. He may do a presentation for the Historical Society's November meeting.

## 5. New Business

**Request from North Hampton School.** One of the 3<sup>rd</sup> grade teachers contacted Etela. The 56 students are doing a unit on NH Historical Wonders. The Heritage Commission will provide copies of its brochures and participate in developing with the teachers a

tour of Town Hall and the original Library, and will encourage the inclusion of Centennial Hall. Robie will coordinate the Commission's efforts with Etela. Etela also will try to enlist Priscilla Leavitt, Curator of the Historical Society. She has already spoken with its Treasurer, Beverley Frenette.

Robie asked whether Leavitt might be invited to a survey group meeting.

[Cuetara left] Etela designated Robie to vote in Cuetara's absence.

**Consultant Expenditure for Stone Building.** The State Register application for the original Library is almost complete. Etela would like the Commission to hire Mausolf to review the application and make changes where needed and sign the application with the Heritage Commission. A motion made by Brooks, seconded by Currivan, to have Etela negotiate a price for such work was approved unanimously.

Etela had spoken with Maggiore and he agreed that the Commission should obtain Select Board approval before going ahead with the application. It was agreed that the Monday, October 23 meeting was too soon.

**Little Boar's Head Heritage Commission contact.** Jane Rockwell contacted Etela about a DVD that a teacher prepared about the history of the Fish Houses. Rockwell wished to show the presentation at a meeting of the Historical Society, Heritage Commission, and Little Boar's Head Heritage Commission. She was not interested in doing a public presentation. Rockwell was going to be out of town and then leaving Town for the winter. Etela has not heard back from her.

Rockwell also asked the Historical Society and then Etela about placing two large display posters about the Fish Houses in the Heritage Commission conference room. A more suitable location was found; the two posters are now on easels in Town Offices.

Other Business. Swank requested that future agenda include at the end of Old Business an item to review any action items which were not covered in the named agenda items.

Robie reported that she had contacted Lucille Ellingwood's sister and she does not have the photo album Robie saw many years ago. Brooks will call Stu Spooner and Peter Simmons.

6. Next Meeting is a Work Session on Thursday, Oct 25, at 9:30 AM in the Executive Conference Room, Town Offices; the next regular meeting is Nov 15 at 9:30AM

7. Adjourned 11:15AM

Cynthia G. Swank  
Recording Secretary