



Minutes of Meeting
Thursday, 15 November 2012 9:30 AM
Heritage Commission Conference Room
Stone Building (Clerk's Office)

Present:

Carolyn Brooks (late)
Paul Cuetara
Donna Etela, Chair
Jim Maggiore
Cynthia Swank

Alternate Members: Tibbie Field, Shep Kroner, Jane Robie

Absent: Jane Currivan

1. Call to Order at 9:35. Designation of voting: Field to vote for Brooks until Brooks' arrival; Robie to vote for Currivan

2. Treasurer's Report. No report had been provided by Town accounting

3. Approval of Minutes. 10/18/2012 and 10/25/2012 minutes approved without changes.

4. Old Business

Survey Update – Nine survey team members met on Tuesday, November 13. Priscilla Leavitt, Curator of the North Hampton Historical Society, also attended as an invited guest.

Etela suggested that the reconnaissance survey needs to be redefined. Swank suggested scrapping the research and field team structure. There will be no survey group meeting in December. Instead, Etela and Swank will meet with teams (by property assignments) and elicit their thoughts about the process. Then Etela, Swank, Robie, and Field will hold a work session to revamp the process.

Kroner suggested that the Commission could create its own database of the page 1 information which the DHR enters into a database that is not available to the Commission. He also suggested obtaining the services of an UNH intern through the UNH cooperative extension. Robie suggested that tax list information might be compiled in a similar way and then shared with all. There was no answer, at present, about the lack of a computer and software, except in members' own homes or own laptops, to do such work.

[Brooks arrived]

Master Plan/Discussion of Historic Resources -- Cuetara had sent a one page history the previous evening to members, and requested feedback. Etela suggested the need for a few significant dates and naming or listing the ten historic geographic sections Cuetara mentioned; Swank suggested a description of the built environment over time.

Etela had recently read the Little Boar's Head National Register application and thought it provided a good historical summary. She also had come across a brief history of the Congregational Church. She will scan and/or send the links to Cuetara. Cuetara will revise and distribute the History by Monday, November 26.

Kroner will read the draft Goals & Recommendations section. He agreed there should be a preamble. He indicated the Master Plan can be updated at any time and suggested January or February for Planning Board review, comments, and action.

Field suggested and everyone agreed that the first recommendation should read: The Heritage Commission shall keep itself informed of the Planning Board's agendas.

Cuetara requested that the Master Plan be placed on the Town website; Kroner will ask Wendy Chase, Planning/Zoning Administrator, if that can be done. Kroner also indicated the town ordinances supersede any Little Boar's Head ordinances. The Planning Board has looked to the State's RSA relating to stone wall preservation; a town ordinance may be needed.

Town Hall Renovations -- Etela has a letter from the contractor relating to the door. There has been no news from Peter Michaud of the Division of Historical Resources regarding the National Register application. Cuetara will be giving a presentation about the Town Hall repairs and restoration at the North Hampton Historical Society's meeting on Monday, November 19 at 7pm at the UCC Church.

Jane Palmer Memorial Bench -- The money was raised and the dedication took place on October 22nd.

North Hampton School -- The third graders' trip to see North Hampton's wonders took place this morning. Brooks was present at Centennial Hall and both answered

and asked questions. Maggiore and Robie will report at the next meeting about the 3rd graders' reaction.

Consultant Expenditure -- Etela had sent the draft inventory form for the original Library to Lisa Mausolf, asking her price for tweaking it before applying to the Division of Historical Resources for admission to the State Register of Historic Places. Mausolf indicated it was a "fantastic" job and there was no need to hire her.

Lauri Etela will revise the map. Photographs need to be added. The form likely will be sent in January. Swank will provide a contact form for the Select Board members to sign as "owners" of the building. The next Select Board meeting is December 3.

National Register Nomination for Stone Building -- Mausolf gave a price of \$2000 for preparing the application for the National Register. There was a discussion about timing for submission as it relates to the repairs and renovations that are to occur on the building. Maggiore will keep Heritage Commission informed of timetable and of the building plans when they are drawn up.

Heritage Commission Request to Select Board dated 11/01/2012 -- Maggiore indicated that the Select Board okayed the Commission's request with the following changes to the first line: omitting the word "included" and adding "consulted in an advisory capacity." The Commission agreed to the change unanimously. The policy now reads:

The North Hampton Heritage Commission respectfully recommends that the North Hampton Select Board adopts a Standing Policy as follows:

The North Hampton Heritage Commission will be consulted in an advisory capacity in the review of any proposal to renovate historic town-owned buildings or development plans for town-owned buildings and sites. The definition of historic will include any building/structure or portion thereof at least fifty (50) years old.

Action Items from previous meeting --

Maggiore reported that wi-fi for the Heritage Commission conference room and other Town Campus improvements are included in a case study given to the Town Administrator candidates.

Brooks did not receive a financial report this month. She will resubmit a request to reimburse Sue Buchanan \$19.96 for photo storage card. She signed Swank's reimbursement request of \$14.76 for photocopies of 1899 railroad plans and exhibit supplies.

[Kroner leaves]

Maggiore indicated that Heritage Commission will have its own budget line but it will not occur until the FY2014-2015 budget.

Brooks has not yet contacted Spooner or Simmons regarding the Ellingwood photo album.

5. New Business

[Items on the agenda were all covered as part of Old Business.]

New Administrative Business.

Cuetara will scan and email a 1999 article about historic preservation.

Etela will prepare the Commission annual report for the Town Report, due in early January. She expects to include Town Hall and the historic resources survey. She will check minutes for any other topics.

6. Next Meeting Date & Time Thursday, 12/20 @ 9:30AM

7. Adjournment: 11:20AM

Cynthia G. Swank
Recording Secretary