



North Hampton  
Heritage  
Commission

Thursday, 17 April 2014  
Town Offices Conference Room  
233 Atlantic Avenue

Present:

Jane Currivan (arrived 9:32am)  
Donna Etela, Chair  
Jim Maggiore  
Jane Robie (arrived 9:47am)  
Cynthia Swank

Alternates: Carolyn Brooks, Tibbie Field, Nancy Monaghan

Absent: Paul Cuetara, Jeff Hillier

Also present: Paul Apple, Town Administrator

1. Call to Order at 9:30am. Designation of voting Field for Currivan; Brooks for Cuetara; Monaghan for Robie

2. **Organizational Meeting.** The following people were nominated and approved as officers:

Donna Etela, Chair; Cynthia Swank, Secretary; Jane Currivan, Treasurer. Etela then read the Preamble to the Code of Ethics.

3. **Treasurer's Report.** Expenses for the fiscal year are \$230.81. A long discussion ensued about the additional \$50 now appearing in the budget line. Apple spoke with Finance Director Tom McCormick and it was determined that the contribution intended for Town Hall Day but not received until July 2013 should be refunded to the donor. The fund created for Town Hall Day was solely for the celebration and had been closed out at the end of fiscal year 2012/2013. The Town will send a check to the donor.

4. **Approval of Minutes.** March 20, 2014 minutes, as revised by Swank to omit a misleading phrase that the regional meeting lunch was free, were approved.

5. **Old Business.**

**Attic Finds- Field Trip-Grant Proposal.** Swank sent the draft Mooseplate grant application to members and asked for any comments either at the meeting or by next week.

Maggiore described the visit to Northeast Document Conservation Center [NEDCC] and an object conservator, Barbara Mangum, in Somerville, MA.

After meeting with Swank and Etela on March 14, and reviewing the Commission's by-laws and rules of procedure, Apple recommended several changes relating to gifts of real and personal property. He distributed the document with the markups and will send the electronic copy to Swank.

A long discussion ensued about tax implications for donors of gifts that may or may not be worth more than \$5000, the threshold for donors seeking a tax deduction to submit an IRS form 8283. All agreed that it is up to the donor, not the Town or Commission, to pay for an appraisal. Neither Town nor the Commission can assign a dollar value to historical materials. Monaghan suggested that the Town create a form to be signed by the donor indicating whether the gift is worth more than or less than \$5000. The gift of historic documents from Gregory Sancioff should be approved by the Select Board. Swank provided a partial inventory of the materials to Apple. Brooks, Currivan, Swank and Peter Parker have reviewed the materials but they are not fully accessioned.

Further discussion about ownership of the historical items found in the attic of the stone building occurred. The immediate concern relates to the Mooseplate grant application. Apple will prepare an affidavit for Bruce Dow to sign. Dow has indicated that the equipment and prints were in the attic at least fifty years ago. The affidavit can be included with the grant application to substantiate the Town's ownership.

Questions also were raised about the proceeds of any sale of historical materials. Apple indicated that it would be possible, with Select Board approval, to appropriate such income for a special purpose.

**Rail to Trail.** Maggiore noted that changes to the Atlantic Avenue bridge were discussed at the last Select Board meeting. If the bridge continues to exist, the height needs to take into consideration horseback riders as among the users of a rail to trail. There was a homeowner present who opposed removal of the bridge.

**167 Atlantic Ave./Gift from Greg Sancioff 12/23/13.** See Attic Finds agenda item.

**Survey Update.** Etela noted that at the regional meeting the speaker recommended hiring a professional to do a town-wide inventory.

**Town Campus Facilities update - April 3 Select Board Meeting.** Maggiore said that the April 3rd group consisting of the Library Trustees and Director, Select Board, Heritage Commission representative, Police and Fire Chiefs, and Town Administrator will meet again in a public meeting when architect Ron Lamarre has completed by mid-May the evaluation and cost of renovation of the Fire and Police building. Attendees were to review the survey results Kelly Parrot distributed, synthesizing the findings. The meeting is available online.

The Budget Committee will be involved in assessing financing approaches. Maggiore also expects repurposing of the stone building to be addressed.

**North Hampton Library Celebration.** A work session on April 29 will begin the event planning. Etela will invite Library participants.

**April 12 HC/HDC Meeting .** Three members attended and gave their reactions. The Exeter Heritage Commission will host the next meeting. Commission members talked about new development and its impact upon the character of a neighborhood. The Planning Board's design review does not address architectural elements. Some Heritage Commissions find that the demo review process provides the opportunity to try to persuade new owners of constructing neighborhood appropriate buildings.

Maggiore indicated that at present Little Boar's Head would not participate in the Town's demolition review ordinance but it could change.

**Action Items.** Maggiore has spoken with the Code Enforcement Officer and will report whether it is possible to assess a fine for submitting an asbestos notification form late.

## 6. New Business

**Drake Farm Visit.** Etela and Swank visited the property on April 14 at the invitation of Peter Rhoades. He expects to close on the property at the end of April. He was appreciative of the Heritage Commission's efforts and putting him in contact with the Division of Historical Resources and an architectural historian.

**Stone Building Renovations (April 9, 2014 Select Board Meeting).** Maggiore noted that renovations to address the NH Department of Labor and ADA issues will include a security screen, new rear entry and ramp with a covered landing, appropriately sized door and a new furnace. There will be no public restroom. Swank expressed her concern about not creating an ADA compliant restroom along with the other changes - buildings often are at greatest physical risk during renovations and an ADA restroom is and will be needed.

Future use of the building includes meeting space for boards and commissions, and community groups; a community center for the Recreation Department, most likely for PASA [Programs for Active Senior Adults]; and a senior center with health and wellness programs aimed at less active seniors and caregivers. Brooks indicated that PASA uses Town Hall for its lunch meeting and acoustics might be better. The group also does a monthly trip using the van.

**Next Meeting Date & Time.** Regular meeting May 15; work session for North Hampton Library celebration April 29.

7. Adjournment 12:02pm

Cynthia Swank  
Recording Secretary