



**LEBANON HERITAGE COMMISSION
SEPTEMBER 8, 2021 - 7:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. August 11, 2021
 - 3. Public Review**
 - A. None
 - 4. Study Items**
 - A. Dana House
 - B. Special Projects - landmark designations
 - C. Master Plan Priorities
 - D. Education
 - 5. Other Business**
 - A. Colburn Fence Mooseplate
 - B. Paper vs. Electronic Packets
 - 6. Open to the Public**
 - 7. Future Agenda Items**
 - A. Soldier's Memorial sculpture rehab
 - 8. Adjournment**

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

**Agenda
Heritage Commission
September 8, 2021**

**Agenda Item #2A
Approval of Minutes**

August 11, 2021

DRAFT

**LEBANON HERITAGE COMMISSION
REGULAR MEETING AGENDA
COUNCIL CHAMBERS, CITY HALL or
REMOTE VIA VIRTUAL PLATFORM
WEDNESDAY, AUGUST 11, 2021
LebanonNH.gov/Live
7:00 pm**

MEMBERS PRESENT: Doug Boisvert (Vice Chair), Devin Wilkie (City Council Representative), Jeremy Rutter (Planning Board Rep.), Matthew Smith and Nicole Ford Burley (City Historian)

MEMBERS ABSENT: Karen Zook (Alt. Council Rep),

STAFF PRESENT: Rebecca Owens (Associate Planner)

GUESTS: Lyssa Papazian
Jeremy Katz
Brian Clancy

1. CALL TO ORDER

Vice Chair Boisvert called the meeting to order at 7:00 PM. Vice Chair Boisvert welcomed the new members to the Commission and congratulated Ms. Ford Burley on her appointment as City Historian. Ms. Owens encouraged the members to consider filling the vacant Chair role or recruiting new members who might be interested in becoming Chair.

2. APPROVAL OF MINUTES: June 9, 2021

Under "Members Present", change "Nicole Burley" to "Nicole Ford Burley".

Mr. Wilkie MOVED to approve the June 9, 2021 minutes as amended.

Seconded by Mr. Rutter.

**The MOTION was unanimously approved (5-0)*

3. PUBLIC REVIEW

A. None

4. STUDY ITEMS

A. Dana House

Ms. Owens reported that there have been no further meetings of the Dana House committee. She plans to connect with Mr. Giles in the near future to discuss his work on the storyboard, which will accompany the future Dana House public survey. Lead and Asbestos abatement quotes for the Dana House are being pursued because this work is necessary regardless of how the building is utilized in the future. Ms. Hains, former Chair of the Heritage Commission, remains interested in recording baseline photos/videos of the Dana House with a 3D camera, as discussed at previous meetings. Mr. Wilkie said he would need to confirm but believes that the Lebanon Library has recently acquired a 3D camera. Ms. Owens offered to coordinate a visit to the Dana House for any of the members who have not seen it.

B. Special Projects

Ms. Owens discussed some of the ongoing projects, specifically the Mall kiosk display and Landmark Property designations. There was one new kiosk display this year; however, the display change planned to celebrate the tunnel opening did not happen due to membership changes. Future display ideas include the current CLG project and the anniversary of the Northern Rail Trail. Ms. Owens noted that, in the past, these special projects have had point-people assigned to them. Landmark Property designations are honorific and carry no regulatory implications for the owners. Typically, the Commission awards two or three per year. The research on these properties is gathered by volunteer effort and includes a short write up and a few pictures to present to the Commission. After the property owner is contacted and gives their permission, a plaque is awarded. Vice Chair Boisvert offered to follow-up with Mr. Peter Decato who previously expressed interest in a Landmark designation for his property.

C. Master Plan priorities

Ms. Owens explained that this standing item is generally discussed in detail at the beginning of the year and as a part of the city planning process. Near the end of each year, the Master Plan is revisited while creating goals for the following year.

D. Education

One of the first topics on the list for discussion is the National Register Designation process. This overlaps significantly with the CLG project presentation to be given tonight. Ms. Owen's recommended moving on to Ms. Papazian's presentation rather than having a separate discussion about the NRD at this time.

5. Other Business

A. Membership Updates

City Council amended the by-laws and reduced the minimum membership of the Heritage Commission from 7 to 5. A quorum of 3 members must be physically present to hold a meeting.

B. CLG 2020 Project Update- Final Form and Report (Heritage /Public Review)

Ms. Papazian presented her report, "Colburn Park Historic District- Update and Expansion" remotely via Webex. The project is supported by a grant from the NH Division for Historical Resources, through the Certified Local Government program, and consists of two phases. Phase 1 includes updating and potentially expanding the existing National Register Colburn Park Historic District, which was established in 1986. The National Register, "identifies and documents historically significant buildings, districts, structures, sites and objects", for the purposes of historical education, local pride and preservation planning. Inclusion on the NR is solely honorific and does not impose any restrictions on private property owners. It also does not automatically preserve a property or make it exempt from building codes. Listing on the NR can give some property owners access to federal historic tax credits or historic preservation grants. Goals for Phase 1 of the project include: evaluating the overall historic character of the district, documenting changes, evaluating the original boundaries for possible expansion and updating the period of significance within the district to include the years 1935 – 1971. In order for a structure to be considered a contributing member of a historic district, it must be over 50 years old. Phase 2 involves requesting a formal determination of eligibility for district expansion by DHR and, if the City so chooses, the implementation of the historic district expansion; including its formal listing on the National Register. Colburn Park is, "well-preserved and characteristic of a town common and shows its development into a city park. It continues to be the core and social anchor of Lebanon's downtown". The proposed expansion includes properties with a visual connection to the Park, as well as adjacent commercial and civic properties that are part of downtown. This includes the bandstand, Post Office and Fire Station. The Pedestrian Mall, which continues to be successful, is an excellent example of urban planning and the City's recovery from a disastrous fire. The Mall and its parking lot are also included in the proposed expansion. Mr. Katz, a developer and potential investor in the former Lebanon Market

1 building, expressed concern regarding potential future regulatory impositions based on this evaluation.
2 Currently, design standards for the district are overseen by the Planning board. Mr. Katz feels there
3 should be a clear distinction between recognizing historical significance and simply preserving the status
4 quo. Ms. Owens suggested clear documentation that the district is dynamic and the intent is to
5 compliment history rather than mimic it. This could be an important distinction for future investors
6 and/or property owners within the City Center.

7
8 ***Ms. Ford Burley MOVED that the Heritage Commission accept the boundary expansion as***
9 ***recommended and presented.***

10 ***Seconded by Mr. Rutter.***

11 ****The MOTION was approved (5-0).***

12
13 Ms. Owens stated that since the funding ends in September, the final product and all invoices must be
14 submitted to the State in 2-3 weeks. Comments or suggestions regarding the proposal should be directed
15 to Ms. Owens.

16 17 **C. Enfield Telecom Tower**

18 Ms. Owens reported that the Commission has 30 days to respond as “interested or not interested” in
19 providing an opinion regarding the proposed tower; which could provide improved cellular service to
20 parts of Lebanon. The members agreed that they are not interested in weighing in on the proposal.

21 22 **D. Paper vs. Electronic Packets**

23 Not discussed.

24 25 **6. Open to the Public**

26 Ms. Ford Burley reported that the Historical Society is going to be having a membership drive as part of a
27 fundraising effort. The goal is to raise funds to acquire a permanent home for the Historical Society that
28 can be used as a meeting space and a place to display its collections. The space will be accessible to the
29 public. Currently the Historical Society has approximately 12 members who meet once a month; there
30 are 60 members on the mailing list.

31 32 **7. Future Agenda Items**

33 **A. Soldier's Memorial Sculpture rehab**

34 35 **8. ADJOURNMENT**

36
37 ***Ms. Ford Burley MOVED to adjourn the meeting at 9:09PM.***

38 ***Seconded by Vice Chair Boisvert.***

39 **** The MOTION was unanimously approved (5-0).***

40
41 Respectfully submitted,

42 Megan Castillo

43 Recording Secretary