FINAL

LEBANON HERITAGE COMMISSION
REGULAR MEETING AGENDA
COUNCIL CHAMBERS, CITY HALL or
REMOTE VIA VIRTUAL PLATFORM
WEDNESDAY, SEPTEMBER 8, 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: David Brooks (Planning and Development Director)

GUESTS: None

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1. CALL TO ORDER
Vice Chair Boisvert called the meeting to order at 7:02 PM.

2. APPROVAL OF MINUTES: August 11, 2021

Mr. Wilkie MOVED to approve the August 11, 2021 minutes as written.
Seconded by Ms. Ford Burley.
****The MOTION was unanimously approved (5-0)***

3. PUBLIC REVIEW
A. None

4. STUDY ITEMS
A. Dana House
Since the last meeting, several of the new members attended a walk-through of the Dana House. Mr. Rutter inquired as to the status of the 3-D camera. Ms. Ford Burley reported that she received an email from Ms. Owens last week, stating that the camera was available to be checked out from the Kilton Library. Ms. Hains, who previously volunteered to record the Dana House once the camera was available, was also notified. Vice Chair Boisvert will reach out to Ms. Hains regarding her availability for this project. Mr. Rutter noted that Ms. Owens recently received a folder of information on the Dana House from former Chair Welsch, including detailed plans with measurements. Mr. Rutter suggested that these plans be shared with the public. Mr. Brooks agreed to have these plans scanned and added to the website.

B. Special Projects- Landmark Designations
Vice Chair Boisvert reached out to Mr. Peter DeCato regarding the potential Landmark designation for his property but has not yet received a response. Mr. Brooks suggested the City-Wide Historic Resources survey (a previous CLG grant project) as a tool for identifying potential future Landmark Properties. Ms. Ford Burley stated that she has created a map of the existing Landmark Properties. She noted that the current list of Landmark designations goes back to 1999 and many of the property descriptions are outdated. She volunteered to update this list and will share her map with the other Commission members.

C. Master Plan priorities

Chapter 11 of the Master Plan is the historic resources chapter; the Master Plan was adopted in 2012 and looks forward to 2030. Over the next few years, beginning in 2022, the chapters will be updated. This will include revisiting the vision statements, actions and strategies.

D. Education

One of the purposes of the Commission is to educate the public about the history and culture of Lebanon. Mr. Brooks stated that, in the past, this has included writing articles about historic properties and having them published in the Valley News.

5. Other Business

A. Colburn Fence- Mooseplate

Mr. Brooks explained that the Commission could apply for a "Mooseplate Grant" to help defray the cost of repairs to the fence in Colburn Park. These grants are funded by the NH Conservation and Heritage License Plate Program through the sale of its "moose plates". Money raised by the sale of the "moose plates" is channeled back to communities for historical and cultural efforts. These are smaller grants- Mr. Brooks estimated between $5-10K- and require a match of at least 50%. Mr. Brooks discussed the funds that are available to the Commission for matching such a grant.

B. Paper vs. Electronic Packets

Whenever possible, the City Manager would like to move to electronic agendas, etc. rather than paper packets. The Commission members are amenable to electronic access to agendas, minutes, etc.. If a member decides they would like paper copies at a future meeting, they can reach out to the Planning Office and request a packet.

6. Open to the Public

None

7. Future Agenda Items

A. Soldier's Memorial Sculpture rehab

Ms. Owens has been discussing this item with DPW. Mr. Brooks will find out more details for future meetings.

8. ADJOURNMENT

Ms. Rutter MOVED to adjourn the meeting at 7:48PM.
Seconded by Mr. Wilkie.
**** The MOTION was unanimously approved (5-0).***

Respectfully submitted,
Megan Castillo
Recording Secretary