



LEBANON HERITAGE COMMISSION
JUNE 8, 2022 - 6:00 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. May 11, 2022
 - 3. Public Review**
 - A. None
 - 4. Study Items**
 - A. Special Projects
 - Historic Districts
 - Landmark designations
 - Oral History
 - B. Dana House
 - C. Education
 - 5. Other Business**
 - A. None
 - 6. Open to the Public**
 - 7. Future Agenda Items**
 - A. DPW Projects
 - 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
June 8, 2022**

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

May 11, 2022

DRAFT

**LEBANON HERITAGE COMMISSION
REGULAR MEETING
MINUTES
COUNCIL CHAMBERS, CITY HALL or
REMOTE VIA VIRTUAL PLATFORM
WEDNESDAY, May 11th, 2022
LebanonNH.gov/Live
7:00 pm**

MEMBERS PRESENT: Nicole Ford Burley (Vice Chair and City Historian) Jeremy Rutter (Planning Board Rep.), Matthew Smith, Noel Figart

MEMBERS ABSENT: Karen Zook (Alt. Council Rep), Devin Wilkie (City Council Representative)

STAFF PRESENT: Rebecca Owens (Associate Planner)

1 **1. CALL TO ORDER:** Vice Chair Ford Burley called the meeting to order at 7:00 PM.

2
3 **2. APPROVAL OF MINUTES:** April 13th, 2022

4
5 *Mr. Smith MOVED to approve the April 13th, 2022 minutes as amended.*
6 *Seconded by Ms. Figart.*

7
8 Amendments to the Minutes:

9
10 Page 2, Line 22 Change “where” to “how”
11 Page 2, Line 23 Change “might” to “may”
12 Page 2, Line 23 end sentence at “aligned.”
13 Page 2, Line 23 Add “A final” before “decision”
14 Page 2, Line 23 after “decision” add “on which will be chosen”
15 Page 2, Line 23 Change “they” to “city staff”
16 Page 2, Line 27 Change “street scape” to “streetscape”
17 Page 2, Line 35 Change “They” to “The applicant”
18 Page 2, Line 35 Add “development complex” behind “multi-family”
19 Page 2, Line 38 Change “They” to “The applicant”
20

21 **The MOTION was approved (4-0)*

22
23 **3. PUBLIC REVIEW:** None

24
25 **4. STUDY ITEMS:**

26
27 **A. SPECIAL PROJECTS-**

28
29 **Historic Districts-**Ms. Owens went over the budget process she has been working on and touched on
30 some ideas and projects that are in the works such as signage having to do with the by-way and historical
31 areas.

32
33 **Landmark Designations-**None

1 Oral History-None

2
3 **B. DANA HOUSE-**Vice Chair Ford Burley asked if the information that they had on the Dana House
4 was digitized or could be digitized? Ms. Owens said she would check into it.

5
6 Vice Chair Ford Burley also asked where they were on the quotes for the rehabilitation of the Dana House
7 and asked what was the regulatory information was for the house? Ms. Owens said she was putting
8 together the scopes for the building rehabilitation and asbestos removal plan and would need to get that
9 information to the consultants so they could bid.

**10
11 C. EDUCATION-None****12
13 D. CLG 2022 GRANT APPLICATION FOR COLBURN HISTORIC DISTRICT EXPANSION-**

14 Ms. Owens said the CLG-2022 grant application was due on Monday and included a component for
15 educational signage for the National Register District. The commission members talked about possible
16 signage to be used in the historic district to help educate the public about the area.

17
18 Ms. Owens reported that the Heritage Commission budget was at \$5,759.00 so the landmark signs would
19 take a large chunk of that budget. She believed the plan was to use some of the Planning budget for the
20 signs and for the CLG match amount.

**21
22 5. OTHER BUSINESS:**

23
24 **A. Soldiers Memorial Building Sculptures, Rehab Assessment-Match Request-**Ms. Owens explained
25 what the sculptures were made of and explained how and why they were deteriorating. Public works was
26 trying to revive them and is working with a consultant. They are applying for a NH Preservation Alliance
27 grant which will need a cash match and was wondering if the Heritage Commission would help. They are
28 requesting \$850.00 toward the assessment of the rehabilitation of the soldiers' memorial statutes.
29 Discussion was had among the Commission members.

30
31 *Ms. Ford Burley MOVED to that the Lebanon Heritage Commission approve the disbursement of*
32 *\$850.00 from the Heritage Commission general fund to serve as a match for funding of rehabilitation*
33 *plan for the Soldiers Memorial sculptures but with the requirement that the city provides a long-term*
34 *maintenance plan for this asset and similar assets i.e. fountains and monuments on city property.*
35 *Seconded by Mr. Rutter.*

36
37 ** The MOTION was unanimously approved (4-0).*

**38
39 6. OPEN TO THE PUBLIC: None****40
41 7. FUTURE AGENDA ITEMS:****42
43 A. DPW PROJECTS- None**

1 **8. ADJOURNMENT:**

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3 *Ms. Figart MOVED to adjourn the meeting at 8:38 PM.*
4 *Seconded by Mr. Smith.*

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6 ** The MOTION was unanimously approved (4-0).*

7
8 Respectfully submitted,
9 Barbara Higgins