



**LEBANON HERITAGE COMMISSION
SEPTEMBER 14, 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. August 10, 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. Review and Discussion of Draft Lebanon Strategic Plan
 - B. Historic Marker and Interpretive Signage
 - C. Conservation Commission coordination
 - 6. Open to the Public**
 - 7. Future Agenda Items**
 - A. DPW projects/GAR follow-up
 - B. Oral history/CATV opportunities
 - 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
September 14, 2022
Heritage Commission**

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

August 10, 2022

DRAFT

**LEBANON HERITAGE COMMISSION
REGULAR MEETING
MINUTES
COUNCIL CHAMBERS, CITY HALL or
REMOTE VIA VIRTUAL PLATFORM
WEDNESDAY, August 10th, 2022
LebanonNH.gov/Live
6:00 pm**

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

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

STAFF PRESENT: Rebecca Owens (Associate Planner)

1 **1. CALL TO ORDER:** Vice Chair Ford Burley called the meeting to order at 6:02 PM.

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

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5 *Mr. Rutter MOVED to approve the July 13th, 2022 minutes as amended.*
6 *Seconded by Mr. Smith.*

7
8 Amendments:

9
10 Page 1, Line 31 Change “Heck” to “Peck”
11 Page 3, Line 2 Change “were” to “was”

12
13 *Mr. Smith Abstained.*

14 **The MOTION was approved (3-0-1)*

15
16 **3. PUBLIC REVIEW:** None

17
18 **Agenda taken out of order.**

19
20 **5. OTHER BUSINESS:**

21
22 **A. Review and Discussion of Draft Lebanon Strategic Plan-** City Manager Shaun Mulholland
23 was present at the meeting. He explained that the city had a master plan and explained what was
24 in it. He said they had annual outcomes and workplans, not a strategic plan and that it was the
25 first plan in the budget process. The city is currently working on a strategic plan. He said that he
26 was looking for input from boards and committees for the plan. He would like that input by the
27 end of September. He went on to explain the timeline for the process and explained why he
28 needed their input by the end of September.

29
30 Vice Chair Ford Burley made some suggestions. She brought up historical signage, points of
31 interest, and potential history trails. She also said historical resources would be useful for
32 teachers and others. Ms. Owens offered to help the Commission organize their ideas to send to
33 the City Manager. More discussion took place among the Commission members. Ms. Owens

1 told the Commission some of her thoughts on the strategic plan. She touched on signage, the
2 Seminary Hill School, trees, and natural heritage, and supporting mixed use housing among many
3 other ideas.
4

5 **4. STUDY ITEMS:**

6 **A. SPECIAL PROJECTS-**

7 **Historic Districts-None**

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9
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11 **Landmark Designation-**Ms. Owens said that she was still reaching out to owners about designation. She
12 did hear back from one property owner who did not want to participate. Discussion was had among the
13 members about educating people about the historical signage and what it meant to have one on their
14 property.
15

16 **Oral History-**Ms. Owens mentioned the CATV collaboration with resident oral history. A Discussion
17 about this will be put on next month's agenda. Mr. Rutter asked if someone from CATV might be willing
18 to talk? Ms. Owens said she would ask them about that.
19

20 **B. DANA HOUSE-**Ms. Owens said she was contacted by the Lebanon News to do a piece on the Dana
21 House. Ms. Owens did a write up, which was a re-cap of things that have been spoken of. She shared it
22 with Vice Chair Ford Burley. It should come out in their August issue. Mr. Rutter wanted to know if the
23 article asked the community for their ideas about the Dana House. Ms. Owens said she thought it did.
24 Further in the meeting, conversation came back to the Dana House and it was suggested that at this point
25 the Dana House may be more of a liability instead of an asset to the city. Discussion was had on that
26 thought. Ms. Owens will get some numbers on how much it would take to fix some of the problems with
27 the Dana House such as moisture, lead paint and asbestos removal.
28

29 **C. EDUCATION-None**

30 **5. OTHER BUSINESS:**

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33 **B. Lebanon CLG Quadrennial Check-In-Review Questions:** Ms. Owens said the CLG was a
34 Certified Local Government program. Lebanon earned its stars to become part of it. Not all
35 communities in NH are part of the program. They invited the Heritage Commission to fill out a
36 check-in questionnaire. Ms. Owens went over the 2-page questionnaire with the Commission.
37 Commission members gave Ms. Owens their input on the questions that she went over.
38

39 **C. Historic Marker and Interpretive Signage:** The Commission talked about signage and how
40 expensive it could be. Ms. Owens said that some local banks were interested in supporting local
41 projects such as signs, in the community. Grants were also spoken about. Mr. Rutter said that
42 maybe they could start with 4 or 5 signs to be created for around the city and see how that went,
43 perhaps a grant could be written for it.
44

45 **6. OPEN TO THE PUBLIC: None**

1 **7. FUTURE AGENDA ITEMS:**

- 2
- 3 **A. DPW Projects/GAR Follow-Up**
- 4 **B. Oral History**
- 5 **C. Conservation Commission Coordination**
- 6 **D. Dana House Follow-Up**
- 7 **E. Ms. Figart to talk about historical signage**
- 8 **F. Soldier's Memorial field trip**
- 9 **G. Possible meeting with the Historical Society in the future**

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11 **8. ADJOURNMENT:**

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13 *Mr. Rutter MOVED to adjourn the meeting at 7:50 PM.*

14 *Seconded by Ms. Ford Burley.*

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

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18 Respectfully submitted,

19 Barbara Higgins