



**LEBANON HERITAGE COMMISSION
FEBRUARY 8, 2023 - 6:00 PM
MEETING ROOM 3, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. December 14, 2022
 - B. January 11, 2023
 - C. January 27, 2023
 - 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. West Lebanon topics
 - B. NHDOT/DHR Request for Project Review - Lebanon Rest Area follow-up
 - C. NHDOT/DHR Rt 120/Hanover St RR Bridge Rehab Request for Review
 - D. NHDOT/DHR Lebanon 40794 Mechanic St/Mascoma St/High St Roundabout Request for Review
 - E. February is Black History Month
 - F. Historic Marker and Interpretive Signage
 - 6. Open to the Public**
 - 7. Future Agenda Items**
 - A. Historical Society coordination
 - B. Lebanon Woolen Mills 79E Request
 - 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

Lebanon Heritage Commission Agenda
February 8, 2023

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.

DRAFT

**LEBANON HERITAGE COMMISSION
CITY COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
6:00 PM, WEDNESDAY DECEMBER 14, 2022**

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

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

STAFF PRESENT: Rebecca Owens (Associate Planner)

1. CALL TO ORDER: Vice Chair Ford Burley called the meeting to order at 6:06 PM

2. APPROVAL OF MINUTES:

A. October 12, 2022

Amendments:

1. Page 2, line 30 - “when intact items are surfaced” to be changed to “when intact items are exposed”
2. Page 2, line 36 – edit “1904’s” to “1940’s”
3. Page 2, line 37 - “more of a curiosity than *a* functional feature and could not be used because they do not own it all. Follow-up needs for the signage effort include adding landmark properties to the map, adding kiosks to the map, looking for other community examples, and incorporating Lebanon postcard and gallery photos *into* the map.”

Mr. Rutter MOVED to approve the October 12th, 2022 minutes as amended.

Seconded by Vice Chair Ford Burley.

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

B. November 9, 2022

Amendments:

1. Page 1, line 14 - “Including increasing the *paved*” area.
2. Page 2, line 48 - “estimate from JAM soon and *to* produce a product in time”
3. Page 2, line 72 - “City Council”

Matt Smith moved to approve the November 9, 2022 minute as amended

Seconded by Mr. Rutter.

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

3. PUBLIC REVIEW:

The Lebanon Opera House building may submit an application for the next review regarding the proposed ramp project. This information is to be confirmed.

Mr. Rutter mentioned that since the last meeting, the Brickyard project came to the Planning Board for conceptual review. There are 435 apartments and a lot of concerns in addition to the previously mentioned traffic flow. At the review, the idea of incorporating the kilns into the design, near the clubhouse was discussed. Discussion was also had regarding the effect on school traffic specifically.

4. STUDY ITEMS:**A. Special Projects****• Historic Districts**

Ms. Owens has nearly finished the required paperwork for the contract with the State. Since the project is not due until September 2024, there will be plenty of time to work through it. This contract will pull in CAMP (professional mentor) training by the National Alliance of Preservation Commissions (NAPC) and includes a requirement for NAPC membership; the State would sponsor the trainings. This would also open up a wide variety of webinars to members. This contract includes a phase two that will update the Colburn Park Historic District through finalization of the submission to update the National Register District.

Ms. Owens reflected on documentation from earlier this year and notes that there are lots of options for future districts. There are at least three new local Historic District zoning overlays for West Lebanon. There are currently discussions for big changes with the West Lebanon traffic flow, as well as some restructuring (also being referred to as changes in the “Streetscape”). This plan is intended to prime the area for revitalization. The project discussion is at the budget stage currently.

▪ Walking Tour/Online Map options

The 10th suggested location at Storrs Hill needs to be reformatted; this should be done promptly in order to meet the 100th anniversary timeframe for its designation.

▪ Kiosk

Mr. Smith was unable to comment on the kiosk (in front of Salt Hill Pub) work since the last meeting. However, he was pleased with information/media received from Vice Chair Nicole Ford Burley and will look to use that in the kiosk. He will look to include adding google maps in a refined way.

Ms. Owens reported that each kiosk includes 6 sections: program background for the historic landmark designations, map, landmarks list, 2 sections dedicated to in-focus landmark examples from throughout the community (including photo and description), and a fact or fiction section (like FAQ). In addition, there will be a section for *learning more* - how to contact the Heritage Commission, read the full story, how to get involved, etc.

▪ Landmark Designation

Lebanon historic landmark designations and the local, Lebanon Historic District can be found on the Lebanon GIS website, but supporting details are missing. Additional categories for potential mapping through a reference separate from GIS are the National Register District, State Register of Historic Places, fountains, monuments, sculptures, interpretive and similar notable signage, and general interest categories like mills and the Mall Tunnel. The idea of incorporating these locations into google maps using a spreadsheet was brought up. It was suggested that address, company name (if applicable), description, designation type, and comments or links be included. Even a photo could be added later to each location where reasonable. An inventory of existing public signs would be a great starting point. The long-term maintenance of the list would need to be established and a responsible party identified.

• Oral History**▪ JAM project - Lebanon's Native and Indigenous Past**

Plans to start working on the contract for the fifteen-minute video diving into indigenous history and addressing the current status, acknowledging Lebanon's newly adopted land acknowledgement are under way. JAM will collaborate with the Heritage Commission, NH smaller organizations (tribes), as well as DEI Commission. Once this video is completed, it is to be posted to the city website.

B. Dana House

Department of Public Works has extra budgeting available (no specific details yet) to work on some exterior needs: potentially some painting as the wood siding is chipping; moisture issues are also affecting the basement. DPW has agreed to collaborate to determine structural needs, repave the driveway, and make provision for proper drainage.

Ms. Owens has located hand-drawn floor plans of the Dana House. While some updates have occurred, these plans remain mostly accurate and could be used in combination the history of past uses of and stories about the house. Ms. Owens to reach out to the newly hired school representative.

C. Education · CLG workshops

Two trainings have been funded for Lebanon through the National Alliance of Preservation Commission: base/core training along with a custom training. There are two options for the core training. The in-person option creates the potential for networking with other local communities and takes place over several days, but incurs a higher cost, while the virtual option would allow for higher local attendance, takes place all in one day, and does not allow for networking opportunities, but would be associated with a lower cost.

NAPC is currently updating their menu of options and expects the first training to take place in March of 2023. These trainings would not be limited to members of the Heritage Commission, but rather would be open to any city official.

5. OTHER BUSINESS:**A. Historic Marker and Interpretive Signage**

Mr. Rutter mentioned his admiration for the Bridge Street Park signs, for both the locations and content of these temporary signs. He suggested adding a “you are here” identifier and expanding the size of the map to show the entire area being illustrated in the photos. It was asked if a magnifying glass or arrow could be used to tie the image to the map/location and provide a better sense of direction.

Similar signage will also be placed in the Greenway through Westboro Rail Yard and potentially up through River Park and Wilder Dam at some date in the future.

Involvement by the National Parks Service will be investigated. It is requested that the Heritage Commission be involved in the identification of persons to assist with signage and contribute to its content to promote historic preservation. Language/text should be accessible to allow for updates to circumvent any future changes to pathways or information, allowing for signage to “stand the test of time” such as a plexiglass top. A QR code is also suggested, allowing visitors to learn more beyond what the signage includes. It may also be wise to identify the railway bridge on the map to orient visitors.

There is also talk of expanding the rail trail to meet with the Greenway Trail. However, at this time, the stone arch bridge is an obstacle as its remains are considered an active railway.

B. DPW projects/GAR next steps

Ms. Owens states that the Public Works Soldiers Memorial Building Moose Plate grant was received in the amount of \$23,000 to complete repairs to the statues.

6. OPEN TO THE PUBLIC: No one came forth**7. FUTURE AGENDA ITEMS:****A. NHDHR Request for Project Review - Lebanon Rest Area follow-up**

1 Ms. Owens spoke to the NH Division of Historical Resources and the NH Department of Transportation.
2 The State has proposed the removal of a building at the rest area on I-89 to install a CDL testing site.
3 Although the building remains structurally sound and electrical items are in the process of being removed,
4 the State does not wish to perform any additional maintenance of the building and will be looking to
5 demolish it if an initiative to relocate it does not occur. A decision is requested by the state within two
6 weeks and the building would need to be moved by March 2023 to prevent demolition. The rest area is
7 National Register eligible, but it is undetermined if the building is original to the site or if it was placed
8 there at a later date. Ms. Ford Burley underscored the significance of the rest area site as it was built in
9 1969 and was the very first rest area on Interstate 89. Ms. Ford Burley is interested in a site visit, if only
10 to inspect and document the structure prior to its demolition.

11
12 **B. Conservation Commission Coordination**

13 Would Heritage Commission be interested in co-hosting a lecture regarding the history of East Wilder,
14 north of the dam?

15
16 **C. Update to History of Lebanon webpage**

17 **D. Historical Society coordination**

18 **E. February is to be a West Lebanon-focused meeting**
19

20 **8. ADJOURNMENT:**

21 *Vice Chair Nicole Ford Burley MOVED to adjourn the meeting.*
22

23 **The meeting was adjourned at 8:02pm**
24

25 **Respectfully submitted,**

26 **Kristin Kenniston, City Clerk**

DRAFT

**LEBANON HERITAGE COMMISSION
CITY COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
6:00 PM, WEDNESDAY JANUARY 11, 2023**

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

MEMBERS ABSENT: Karen Zook (Alt. Council Rep)

STAFF PRESENT: Rebecca Owens, Nathan Reichert, Paul Coats

1. CALL TO ORDER: Vice Chair Ford Burley called the meeting to order at 6:01 PM.

2. ELECTION OF OFFICERS:

Ms. Owens presided over the election of officers and opened the floor for nominations of the Chair. Mr. Rutter nominated Nicole Ford Burley; Ms. Figart seconded. Ms. Ford Burley accepted the nomination. No other nominations for Chair were offered.

The vote on the nomination to elect Nicole Ford Burley as Chair was approved (5-0)

Ms. Owens opened the floor for nominations for Vice Chair. Mr. Rutter nominated Matthew Smith; Ms. Figart seconded. Mr. Smith accepted the nomination. No other nominations for Vice Chair were offered.

The vote on the nomination to elect Matthew Smith as Vice Chair was approved with one abstention. (4-0-1)

Control of the meeting was returned to Chair Ford Burley.

3. APPROVAL OF MINUTES: December 14, 2022

Extensive edits were suggested by members of the Commission. As a result, the Board requested a review of the December minutes by City Staff and for resubmission at the February meeting for approval.

4. PUBLIC REVIEW: No items were presented.

5. STUDY ITEMS:

A. Special Projects

• Historic Districts

Ms. Owens mentioned that there is potential for the Commission to review prior neighborhood studies that recommend various smaller scale historic districts, such as the Crafts Avenue area. Of particular interest and value in the studies, is the architectural information which reflects existing styles seen in Lebanon. The City is in the study stages regarding use of the data in what is known as “Pattern Zoning” to help develop and maintain the character of neighborhoods.

Mr. Reichert expanded on the topic by explaining there is a process involving context sensitive infill development, with architectural design as a key component. This process helps to maintain the feel of a

neighborhood by ensuring the development will fit with surrounding architecture. It also helps to gain acceptance of a new development by the neighborhood. .

▪ **Landmark Designation**

Ms. Owens announced the date for council to review the landmark designations will be February 15th. She discussed the difficulty in getting in touch with property owners and would like to find phone numbers. The purpose of contacting the property owners is to ensure that they are willing to accept the landmark designation plaques for their properties.

○ **Kiosk/Maps**

Chair Ford Burley gave a report on the kiosk. The kiosk is part of the landmark designation project in general to educate the public. She picked a few existing landmarks in town and Vice Chair Smith pulled together photos to use as a starting point. Suggestions on buildings and categories were sought as well as a discussion on how the project will come together. Suggestion was made to use a link to the Google map designed by Chair Ford Burley as part of the document being created for the landmarks. The commission discussed the use of photos and other layers as part of the map. There was discussion on how to handle updates and versions of the map. The commission reviewed and commented on the document regarding landmark designation as a group.

• **Oral History**

Not discussed at this meeting.

B. Dana House

Ms. Owens reported that she is still waiting for details on the available budget from the DPW.

C. Education · CLG workshops

Ms. Owens stated that she plans to follow up with the NAPC to determine the scheduling. She mentioned that funding is available.

6. OTHER BUSINESS:

A. NHDHR Request for Project Review – Lebanon Rest Area Follow-Up

A site visit of the Rest Area will be held on Tuesday the 17th at 1:00PM. Several members are interested in attending.

Chair Ford Burley discussed the structure that is planning to be removed. Efforts were discussed to determine a new location for the building, rather than demolishing it, but no concrete plans or funding are in place for this to occur. Further discussion was held about taking pictures to further document the building before it is demolished.

B. Historic Marker and Interpretative Signage

Paul Coats, Director of the Recreation Department was welcomed by Chair Ford Burley. Mr. Coats and the Chair of the Friends of Lebanon Recreation are interested in collaborating with the Heritage Commission to help enhance and augment the existing and future park system in Lebanon. Specifically, by installing imperative signate at various parks and trails. Mr. Coats mentioned that it the collaboration would help to create a uniform design and installation standards that would become well recognized by people as being a historical station. The Commission discussed various thoughts on the signage. Mr.

1 Rutter mentioned the idea of having two different kinds of signage to differentiate between a more
2 “outdoor” experience such as the rail trail versus a cityscape experience with buildings. Chair Ford
3 Burley suggested that one design is chosen overall, with varied content appropriate for the location.
4

5 Funding of the project was also discussed. Fundraising is one possibility. Funds through existing branding
6 or designations may be available for local use; Shaker Enfield Village and National Scenic Byways were
7 provided as examples.
8

9 Mr. Rutter mentioned incorporating sporting facilities into the signage. Mr. Coats mentioned including
10 QR codes to show events in real time as well as historical content. Ms. Owens asked what the land
11 acknowledgement portion of the signage would look like. Mr. Coats said that there was no current
12 standardization at this time.
13

14 **7. OPEN TO THE PUBLIC:**

15
16 No members of the public spoke.
17

18 **8. FUTURE AGENDA ITEMS:**

19 **A. HISTORICAL SOCIETY COORDINATION** – Not discussed.
20

21 **B. FEBRUARY WEST LEBANON FOCUSED MEETING**

22
23 Ms. Owens spoke about how traditionally at least one meeting a year of the Heritage Commission is held
24 in West Lebanon. Usually that was at the Dana House, but online meeting requirements no longer make
25 that venue possible. Because of work being performed on level one of City Hall, City Meetings are being
26 held at Kilton Library in West Lebanon. Ms. Owens said the February meeting will be held at Kilton at
27 the usual time. The West Lebanon Civic Action Group was notified of the meeting venue and may attend.
28 Ms. Owens mentioned a congressional earmark was obtained by the City, about \$2.5 million for the West
29 Lebanon Streetscape Improvement Project.
30

31 **C. REVIEW MASTER PLAN CHAPTER 11** – Not discussed.

32 Ms. Owens mentioned making various studies in West Lebanon, such as Crafts Ave and Westboro Yard
33 available in advance of the next meeting.
34

35 **D. CONSERVATION COMMISSION COORDINATION** – Not discussed. 36

37 **E. UPDATE TO HISTORY OF LEBANON WEBPAGE** – Not discussed. 38

39 Chair Ford Burley asked if anyone had any other business to discuss. Mr. Rutter said that would like to
40 add an athletic or sporting facility category to the historic landmark map, citing the importance of areas
41 like Storrs Hill.
42

43 **9. ADJOURNMENT:**

44
45 *Mr. Rutter MOVED to adjourn the meeting at 7:43 PM.*
46 *Seconded by Mr. Smith.*
47

48 ** The MOTION was unanimously approved (5-0).*
49

50 **Respectfully submitted,**
51 **Kristin Kenniston, City Clerk**

DRAFT

**LEBANON HERITAGE COMMISSION
LEBANON I89 EXIT 18 REST AREA – WEIGH STATION
SITE WALK**

1:00 PM, WEDNESDAY JANUARY 27, 2023

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

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

STAFF PRESENT: Rebecca Owens

1. CALL TO ORDER: Vice Chair Ford Burley called the meeting to order at 1:01 PM.

Participants conducted introductions: members of the Commission present, other members of the public including Conservation Commission Chair Sarah Riley, and NH Department of Transportation (NHDOT) representatives including Chris Turgeon (District 2), Mike Servetas, and Jeff Oberdank.

2. STUDY ITEMS

A. Proposed Weigh Station Demolition and Site Modifications for CDL Testing by NHDOT

Participants convened on the interior of the weigh station building located at the I89 Exit 18 rest area. NHDOT plans to remove the building if no one from Lebanon has interest and funding to relocate it. The purpose of the removal is to meet updated commercial driver licensing (CDL) standards for test areas, and the site is currently used for CDL testing. No additional testing is anticipated beyond the current rate of approximately 7-10 tests per month, but additional paved space is required. NHDOT reviewed alternative sites and could not find one that was financially feasible.

In addition to demolition of the weigh station, the project would remove part of the northern section of the rest area's curb and vegetation, involve some rock blasting, and increase impervious area for vehicle movements. The weigh station is structurally sound and includes functional electricity, plumbing, and finishes, and has no known asbestos or lead, but has not been used or needed as a scale house for many years. The building was likely constructed in the 1960s at the time of the construction of the other buildings on-site. The other buildings and rest area on the whole, and potentially the weigh station as a contributing element, are eligible for National Register nomination, which is why NHDOT and the NH Division of Historical Resources brought the project to the attention of the Commission.

Participants also walked around the weigh station building and proposed project area. Ms. Riley expressed concern about the removal of part of the forest and rock outcrop buffer, approximately half of the eastern 'bulb' of the vegetated area situated between the welcome center and weigh station, as relates to the potential impacts on the adjacent neighborhood and loss of shaded refuge for travelers. NHDOT representatives responded that the buffer was sometimes used for illegal dumping and other illicit activities and that removal of some of the tallest pine trees was necessary as they would not remain viable post-project completion.

3. ADJOURNMENT:

The site walk adjourned at 1:35pm.

1
2 **Respectfully submitted,**
3 **Rebecca Owens, Associate Planner**