



LEBANON HERITAGE COMMISSION
AUGUST 9, 2023 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

1. Call to Order

2. Approval of Minutes

A. June 14, 2023

3. Public Review

A. None

4. Study Items

A. Special projects

- Historic districts
 - Consultant update
- Landmark designations
 - Candidates for 2024
 - Outreach letter
- Oral history
 - JAM indigenous history update

B. Dana House

- DPW update
- Solicitation of public input

C. Education

- CAMP training

5. Other Business

A. West Lebanon Revitalization Committee update

B. Lebanon website history updated

C. Lebanon book publication & events

6. Open to the Public

7. Future Agenda Items

A. Lebanon Master Plan, Chapter 11 (Heritage) implementation

B. Lebanon HC design guidelines review & update

C. School coordination

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.

DRAFT

**LEBANON HERITAGE COMMISSION
MEETING ROOM 3, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
6:00PM, WEDNESDAY JUNE 14, 2023**

MEMBERS PRESENT: Nicole Ford Burley (Chair and City Historian), Matt Smith (Vice Chair), Devin Wilkie (City Council Rep)

MEMBERS ABSENT: Jeremy Rutter (Planning Board Rep.), Karen Zook (Alt. Council Rep)

STAFF PRESENT: Nate Reichert (Director of Planning & Development / Zoning Administrator)

OTHERS PRESENT:

Courtney Tanner - Board Chair (Families Flourish Northeast)

Lynn Cetrano - Design Architect (Black River Design Architects)

Sue Cobb - Project Management Consultant (Red Bird Integrated Consulting LLC)

Tom Sullivan - Board Member (Families Flourish Northeast)

1. CALL TO ORDER

Chair Ford Burley called the meeting to order at 6:14pm.

2. APPROVAL OF MINUTES – May 10, 2023

A MOTION was made by Chair Ford Burley to approve the May 10, 2023 Meeting Minutes as presented. The Motion was seconded by Mr. Smith.

** The Vote on the Motion was approved (2-0 with Mr. Wilkie abstaining from the vote).*

3. PUBLIC REVIEW

A. Alice Peck Day (APD) Homestead Building- 127 Mascoma Street – Families Flourish Northeast (FFNE) Building Adaptation

A map of the proposed renovations and additions to the APD building at 127 Mascoma Street in Lebanon was shared and reviewed. Ms. Cetrano explained the proposal includes some new additions and some rebuilds of existing features. She said a new enclosed exit stair as a second egress is being proposed, as well as a single-story addition for accessible entrance and admissions; She said a proposed two-story addition will house a kitchen and childcare facility. She also said the front and side porches are being rebuilt. The group also discussed two options that detail changes to the roof design that are in keeping with the existing historic design of the building. Chair Ford Burley said she liked the changes that disguise the flat roof, and said she felt either option would work well.

Mr. Reichert noted that the proposed plan includes elements that are consistent with historic design, but that allow for modernization and for the building to continue to reinvent itself. Chair Ford Burley said this building is not in a regulatory historic district in Lebanon, so

1 this is an opportunity for the Heritage Commission to give its blessing for the project. Ms.
2 Tanner said that APD is looking forward to using this building again. The group discussed
3 the dormer additions to the roof, which are in keeping with the historic design but also
4 provide additional space on the second floor. Mr. Sullivan noted that the plan maintains the
5 integrity and historic design of the exterior, while providing new space inside for additional
6 services and rooms and allowing for handicap accessibility from the side and rear.

7
8 ***A MOTION was made by Mr. Smith that the Lebanon Heritage Commission endorses the***
9 ***Families Flourish Northeast (FFNE) Adaptation Project at the Alice Peck Day (APD)***
10 ***Homestead Building at 127 Mascoma Street as proposed, and that the Lebanon Heritage***
11 ***Commission also provides a positive recommendation for the project to the New***
12 ***Hampshire Division of Historic Resources. The MOTION was seconded by Mr. Wilkie.***

13
14 **** The Vote on the Motion was approved (3-0).***

15 16 4. STUDY ITEMS

17 A. Special Projects

18 • Historic Districts Ordinance and Application Review

19 Chair Ford Burley asked about the status of a shared folder (which was discussed
20 last meeting) that Commission members could use to review the City's current
21 ordinances, reference CAMP documents, and view other communities' historic
22 district ordinance and application materials. Mr. Reichert said he would attend to it.

23
24 Chair Ford Burley also asked about the status of the consultant, who was going to be
25 hired as part of the next phase of the historic redevelopment, which was also
26 discussed at last meeting. Mr. Reichert said he did not have an update, but he said
27 he understood the consultant would probably be contracted in late summer at the
28 earliest. He said he would confirm this information with Ms. Owens.

29 30 • Landmark Designations

31 Chair Ford Burley said Ms. Owens had mentioned an outreach letter was going to be
32 sent to new homeowners in the City who may not realize they had purchased a house
33 that was a designated landmark. Mr. Reichert said he would ask Ms. Owens about the
34 status of the letter. The group had a discussion about the cost and availability of the
35 plaques that are given to homes designated as landmarks.

36 37 • Oral History

38 No update

39 40 B. Dana House

41 Mr. Reichert said he conducted a site visit with DPW employees and Mr. Calvin
42 Hunnewell, City Inspector. He said the condition of the building was quite poor; he said
43 there was a lot of mold in the building and the basement has been flooded for several
44 weeks. He said a landscaper has been contracted to backfill the foundation and improve
45 the drainage to prevent further flooding. He said an electrician has also been contracted

1 to hardwire a dehumidifier to dry out the basement. He said DPW would remove and
2 discard all the items that are currently in the basement.

3
4 He said City Inspector Hunnewell expressed concerns about the condition of the upper
5 level and said no one should be allowed up there because the ceiling below probably
6 would not hold. Mr. Reichert said there is asbestos and lead paint in the building that
7 needs to be remediated.

8
9 Mr. Reichert said the Commission and the City need to make a decision about what
10 should be done about Dana House and what it will be used for. He said the investment
11 of time and resources will be extensive to bring it to a state where people can safely use
12 the building. He also noted that the Dana House is situated on land owned by the school
13 department, so the City also needs to consider what to do if the school department sells
14 the land, because the Dana House would get sold with it.

15
16 Chair Ford Burley said Dana House is significant because it is one of the oldest
17 buildings in Lebanon. She said it may be time for a public forum and the Commission
18 should discuss it at the next meeting. She said she would be interested to see what the
19 reaction of members of the public would be regarding what should be done and their
20 willingness to be part of the solution.

21
22 Mr. Reichert said the Annex portion is structurally sound, but ADA requirements will
23 need to be met and other improvements will need to be made.

24 25 **C. Education**

- 26 • **Remaining CAMP Training**
27 No update

28 29 30 **5. OTHER BUSINESS**

31 **A. West Lebanon Revitalization Committee Update**

32 Mr. Smith said he was not able to attend the last West Lebanon Revitalization
33 Committee meeting. Mr. Reichert said he did attend and said the West Lebanon Main
34 Street project was discussed for most of the meeting. Mr. Smith said he would be
35 attending the June 19 meeting. Chair Ford Burley said she would like to know how the
36 committee felt about establishing a Historic District and/or a Regulatory District in
37 West Lebanon.

38 39 **B. July Heritage Commission Meeting**

40 Chair Ford Burley said she has a conflict for the usual meeting time in July. She asked
41 if the Committee members would consider rescheduling to another date in July or
42 cancelling the meeting. The other members present said they would be willing to do
43 either. Chair Ford Burley said she would leave it on the schedule for now. Mr. Reichert
44 said the City needs to know by June 28 if a quorum can be reached for the July meeting.
45 He also said a new Associate City Planner is being hired and may be onboarded in time
46 to attend the August meeting.

A. Historical Society Coordination

Chair Ford Burley said she had suggested potential coordination with the Historical Society for the Commission's August meeting, but said it probably is a good idea to push that back to a later meeting. She said the Society is planning an in-person event on NH Covered Bridges on October 28, 2023.

B. Heritage Commission-Sponsored Events

Chair Ford Burley said the Society's NH Covered Bridges event got her thinking about whether the Heritage Commission should host a similar kind of event. She suggested having Mr. Andrew Cushing present a "How to Research Your Historic Home" workshop. Mr. Wilkie suggested the Commission co-host an event with another group, since it is a small Commission.

6. OPEN TO THE PUBLIC

No members of the public were present.

7. FUTURE AGENDA ITEMS**A. "How to Research Your Historic Home" Workshop with Andrew Cushing****B. Lebanon Master Plan, Chapter 11 (Heritage) Implementation****C. Lebanon HC Design Guidelines Review and Update****D. High School Coordination****8. ADJOURNMENT**

A MOTION was made by Chair Ford Burley to adjourn the meeting at 7:30pm. The Motion was seconded by Mr. Smith.

** The vote on the Motion was approved (3-0).*

The meeting was adjourned at 7:30pm.

Respectfully Submitted,
Paula Roux
Recording Secretary