

FINAL

**LEBANON HERITAGE COMMISSION
MEETING ROOM 3, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
6:00PM, WEDNESDAY AUGUST 9, 2023**

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

MEMBERS ABSENT: Karen Zook (Alt. Council Rep)

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

1. CALL TO ORDER

Chair Ford Burley called the meeting to order at 6:04pm.

2. APPROVAL OF MINUTES – June 14, 2023

A MOTION was made by Mr. Wilkie to approve the June 14, 2023 Meeting Minutes as presented. The Motion was seconded by Mr. Smith.

** The Vote on the Motion was approved (4-0).*

3. PUBLIC REVIEW

A. None

4. STUDY ITEMS

A. Special Projects

• Historic Districts – Consultant Update

Chair Ford Burley asked about the status of the consultant, who was going to be hired as part of the next phase of the historic redevelopment. Mr. Reichert said an inquiry was made to DHR to determine if the hiring of the consultant would be a task of the new planner, who should be hired in the next few months.

• Landmark Designations

Chair Ford Burley said she has been contacted by two homeowners that are requesting plaques for their residences:

- Home on Meriden Road – property had been a one-room schoolhouse
- Home on Bank Street – long-standing historical home

The group had a discussion about whether the City should place a bulk order of the plaques (and perhaps pay less per plaque) that are installed on homes designated as landmarks. Mr. Reichert said there are budgeted funds for the plaques. He said he would find out what the plaques cost, if there is a reduced price if ordered in bulk, and what the lead time might be for ordering and report his findings at the next meeting. The group

agreed a class would need to be scheduled for the presentation of the plaques and said January or February of 2024 might be a good time.

The Commission discussed other buildings in Lebanon and West Lebanon that could also be considered for landmark or historic designation. Mr. Reichert asked if the age of the structure was the only consideration for historic designation. Chair Ford Burley said there are no restrictions per the statute, so the Commission can determine whether a property is historic. Mr. Smith noted that the Commission may want to recognize an historic building or home as historic based on more than just the structure but also on the people who lived there. Chair Ford Burley noted that Rogers House is not designated as a landmark.

Chair Ford Burley asked about the status of the landmark designation outreach letter that was going to be sent to homeowners. Mr. Reichert said he added a draft letter to the shared folder that Commission members are using as a repository for reference materials and documents. He said the Commission may wind up with two versions of the letter: one to inform homeowners that their homes may be considered for landmark designation; and the other for people who may not realize they had purchased a house that was already designated and may no longer have a plaque. Mr. Smith said he had a list of residences that had a plaque at one time but may no longer have it. He said he would add that list to the shared repository. Chair Ford Burley asked the Commission members to review the letter draft and bring any questions or comments they have to the next meeting.

- **Oral History – JAM project – Lebanon’s Native and Indigenous Past**

Chair Ford Burley said she is going to be interviewed next week for this production. She said the project schedule got delayed by a couple of weeks and is slated for completion by the mid- to end of October.

B. Dana House

Mr. Reichert said a landscaper has started work to improve the landscaping and drainage to prevent further flooding. He said an electrician has also hardwired a dehumidifier to dry out the basement. He said DPW would remove and discard all the items that are currently in the basement. Mr. Reichert said the Commission and the City can talk about next steps for Dana House once it is stabilized.

Chair Ford Burley asked if the Commission should seek public input on what to do with Dana House. Mr. Reichert said the West Lebanon Revitalization Committee would like to add Dana House to its agenda for a meeting this fall.

Mr. Smith gave an update on the last West Lebanon Revitalization Committee meeting (which is item A under OTHER BUSINESS on this meeting’s agenda). Mr. Smith said the meeting focused mostly on three properties that were sold on Main Street. He said, so far, the focus of the committee has not been preserving properties as much as looking forward. He said most of the attendees were business owners and tenants of the three properties on Main Street. He said he did learn that the stained-glass windows in the library are from the original library.

C. Education - Remaining CAMP Training

No update – Mr. Reichert said there was no real timeline related to scheduling the next training.

5. OTHER BUSINESS

B. Lebanon Website History Updated

Chair Ford Burley said she had rewritten the text, which the DEI Commission reviewed and approved, and it was posted to the City's website.

C. Lebanon Book Publication & Events

She said some of the City's new history webpage was adapted from the Lebanon book she wrote, which will be available September 4. She said the Historical Society is planning a Launch Party and Book Signing on September 9.

Chair Ford Burley said she has been invited to attend a conference on Cultural Heritage Emergency Preparedness at Dartmouth College on September 8 from 10am – 3:30pm. She said it is designed to bring together members of area Historical Societies to talk about emergency preparedness in the face of climate disasters.

Mr. Smith asked if the Lebanon Heritage Commission was part of the National Alliance of Preservation Commissions and, if so, do members have access to information and resources. He noted there is a conference for that organization next year in Florida. Mr. Reichert said he would find out whether the Commission are members of that organization. He said there are budget funds available for Commission members if they are interested in training, or joining other organizations, or attending other conferences.

6. OPEN TO THE PUBLIC

No members of the public were present.

7. FUTURE AGENDA ITEMS

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

B. Lebanon HC Design Guidelines Review and Update

C. High School Coordination

8. ADJOURNMENT

A MOTION was made by Mr. Rutter to adjourn the meeting at 7:04pm. The Motion was seconded by Mr. Wilkie.

**** The vote on the Motion was approved (4-0).***

The meeting was adjourned at 7:04pm.

Respectfully Submitted,
Paula Roux
Recording Secretary