



LEBANON HERITAGE COMMISSION
APRIL 10, 2024 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

1. Call to Order

- A. To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 410 779 017#). If you have trouble accessing this meeting, please [email catheryn.hembree@lebanonnh.gov](mailto:catheryn.hembree@lebanonnh.gov).

2. Approval of Minutes

- A. February 14, 2024

3. Public Review

- A. None

4. Presentation

- A. 79 Hanover Street: Barry Schuster

5. Study Items

- A. Storrs Hill Ski Area Historic Landmark Designation
- B. Dana House Update
- Trust Funds: spending this money on lead & asbestos mitigation
 - \$2,300 for testing to determine cost of mitigation/split this cost with DPW facilities budget
 - Clean Up Day this spring
- C. Kiosk
- D. Recreation, Arts, and Parks Partnership Items:
- Names of Pocket Parks off Bridge Street and beside the Tunnel
 - Northern Rail Trail Signage
 - Greenway signage
 - Mural depicting Lebanon History

6. Other Business

- A. Standing reports from other Commissions/Boards
- B. CAMP Training
- C. 60th Anniversary of 1964 Fire

7. Open to the Public

8. Future Agenda Items

9. 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.

**LEBANON HERITAGE COMMISSION
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
6:00PM, WEDNESDAY FEBRUARY 14, 2024**

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

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

STAFF PRESENT: City Manager Shaun Mulholland, Catheryn Hembree (Associate Planner, Planning Department), Jim Wheatley (Fire Chief), Jeff Libby (Asst. Fire Chief); Rod Finley (City Engineer)

1. CALL TO ORDER

Chair Ford Burley called the meeting to order at 6:00pm. Ms. Hembree reviewed the City's meeting in-person and REMOTE attendance policies and procedures.

Chair Ford Burley said the group will discuss items out of the order that was published on the agenda for this meeting.

4. Study Item

F. Ethics Training with the City Manager

City Manager Mulholland reviewed the details, procedures, and definitions of the City Ethics Policy as it applies to the Heritage Commission. He encouraged Commission members to contact him if they have any questions.

2. APPROVAL OF MINUTES – January 10, 2024

Amendments: Page 2 Lines 2 & 7: Correct to read "250 Meriden Road"
Page 3 Line 25: Change "Greeway" to "Greenway"
Page 4 Line 31: Change "waking" to "walking"
Page 4 Line 37: Add "she" before "Said"

A MOTION was made by Jeremy Rutter to approve the January 10, 2024 Meeting Minutes as amended. The Motion was seconded by Matt Smith.

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

3. Public Review

A. City of Lebanon: Request for Certificate of Approval pursuant to Article IV, Section 408 Historic District of the Zoning Ordinance to demo the current fire

station and rebuild. The property is located at 12 South Park Street, Tax Map 91, Lot 253, Lebanon, NH in the LD zone. HC2024-01

Lebanon Fire Chief Jim Wheatley, Assistant Fire Chief Jeff Libby, and Mr. John Adams of the LaValley Brunsinger Design firm were present to discuss the fire station project.

Chief Wheatley explained that the training tower is for rope rescue, repelling and ladder rescue training. Mr. Adams said the training tower's elevated roof allows access to the main roof for maintenance.

Chief Wheatley said they worked with the architect to create a design that was similar to the existing fire station's look/feel and was in keeping with the other historic buildings around the green. The group discussed the metal screening that will be located on the roof. Mr. Adams explained the screening provides cover for the HVAC system equipment.

Chief Wheatley said the granite monument in front of the current fire station and the stone engraved with years will be incorporated into the new fire station in some way. He also said the antennae that is on the current fire station, which is a critical piece of infrastructure for public safety for the City, will also be installed on the new station.

A MOTION was made by Matthew Smith that the Lebanon Heritage Commission endorses the design plan and grants a Certificate of Approval for the proposed Lebanon Fire Station project as presented, with the recommendation that the signage, years, and block lettering currently on the fire station are included in the new design; and with the requirement that the granite monument currently on the property would remain on the property. The Motion was seconded by Jeremy Rutter.

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

4. Study Items

A. West Lebanon Streetscape Project - State of NH Request for Project Review West Lebanon Revitalization/ Lebanon, NH (lebanonnh.gov)

City Engineer Rod Finley gave an overview of the status of the West Lebanon Streetscape project. He noted there are some drainage issues on Tracy Street that need to be addressed. He said there will be right-of-way work on Main Street and a roundabout at the intersection of Bridge and Dana Streets will be constructed. He said no buildings will be demolished and very little parking lot property will be used for the planned improvements. The group discussed the types and number of trees and greenery that would be added as part of the streetscape plan.

Mr. Finley said two-way traffic would be maintained throughout the construction. He said City Manager Mulholland is suggesting a Traffic Czar to act as communication liaison during construction. He said he believes the project will go to bid in December of 2024 with construction to commence in 2025.

The Commission members said that the West Lebanon streetscape plans will be a benefit to the area because it will increase the walkability and general enjoyment of the area.

B. Mechanic St./High St. roundabout: Final comments on the Memorandum of Agreement

Mr. Finley gave an overview of the High Street roundabout project. He said the roundabout is located at the intersection of High Street, Mechanic Street, and Mascoma Street in Lebanon. Chair Ford Burley said the intersection was historically known as Jones Crossing.

The group discussed how the design will accommodate the rail trail that intersects the roundabout and the stone wall on the adjacent hair salon property. The group discussed the “interpretative panel” item that was included in the plan. Chair Ford Burley said it might be good to have information about the history of Jones Crossing on the sign. Mr. Finley said construction of the roundabout is scheduled for 2025.

The Commission members said their final comments on the Memoranda of Agreement were to narrow the focus of the messaging and use of the Interpretative Panel; specifically to include information about Jones Crossing and the history and cultural importance of the residential side of the surrounding neighborhood.

E. Landmark 2024 Designations

Chair Ford Burley said she wrote four draft nominations for:

- 10 Great Brook Road
- 250 Meridian Road
- 44 Bank Street
- Rogers House

The group agreed on these properties as the list of potential designees for 2024. Chair Ford Burley suggested the letters get mailed to the property owners as soon as possible to give them the option to add to the history of the property or to opt out of the landmark designation process. She confirmed with Ms. Hembree that the final designations could be given to the City Council in time for its final approval at the March 21 meeting.

D. CAMP Training Sessions

Chair Ford Burley confirmed the CAMP training would be held at the end of May 2024. The group discussed the session content and selected the following sessions:

- 4 – Design Review Exercise
- 9 – Preservation Planning
- 11 – Preservation Incentives and Benefits
- 13 – Resources of the Recent Past

1 ***A MOTION was made by Matt Smith to extend the meeting by 15 minutes. The Motion was***
2 ***seconded by Jeremy Rutter.***

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

5 **C. Mural depicting Lebanon History**

6 Ms. Hembree said Lebanon Recreation, Parks & Arts Director Paul Coats asked a
7 representative of the Heritage Commission to attend the next Arts & Culture Commission
8 meeting (planned for February 27 at 6:30pm) to reserve a portion of the mural in the
9 tunnel.

10 The group discussed funding and whether an artist might be available to complete the
11 project. Chair Ford Burley said she would like to collaborate with the Arts & Culture
12 Commission because that group has more experience with the process.

13 The group discussed several ideas and agreed upon “The History of Transportation in
14 Lebanon” that represents how the development of the different modes of transportation
15 (indigenous peoples’ modes of travel, railroad, airport, interstate) affected the Lebanon
16 population through various periods of history.

17 Chair Ford Burley said she would ask Devon Wilkie, who is on the Arts & Culture
18 Commission, to present the Heritage Commission’s idea for the mural at the next Art &
19 Culture Committee meeting. Mr. Rutter said he would also attend the meeting.

20 **5. Other Business**

21 **A. Standing Reports from other Commissions/Boards**

22 Chair Ford Burley said she and Ms. Hembree met with GIS Coordinator Mark
23 Goodwin about the GIS mapping. She said Mr. Goodwin said would update the GIS map
24 with landmark designated properties. She said he also suggested creating a Story Map,
25 which is an interactive map webpage, of areas of Lebanon, such as the Colburn Park
26 Historic District.

27 **6. Open to the Public**

28 No members of the public spoke.
29

30 **7. Future Agenda Items**

31 **A. 79 Hanover Street Presentation**

32 Chair Ford Burley said the owner of this property was given a landmark designation but did
33 not know he was receiving it (had not received the letter in advance). She said he did not
34 want to display the designation until he had shared the history he had on the building. She
35 said he would come to the next meeting to share the history.

1 Ms. Hembree asked the group to think of historic names for the pocket parks located beside the
2 tunnel and on Bridge Street.

3 **8. Adjournment**

4 *A MOTION was made by Jeremy Rutter to adjourn the meeting at 8:15pm. The Motion was*
5 *seconded by Matt Smith.*

6
7 ** The vote on the Motion was approved (3-0).*

8
9 The meeting adjourned at 8:15pm.

10
11 Respectfully Submitted,
12 Paula Roux
13 Recording Secretary

Asbestos testing by the Lawson Group 30 samples from various parts of the building	\$2,255.00
Lead Testing by the Lawson Group 10-15 samples from various parts of the builing	\$400.00
15 Yard Dumpster from Casella	\$648.00
Total	\$3,303.00



Proposal Number: P28375

Proposal Expires April 30, 2024

Presented To:

Rich Adams-City of Lebanon
51 N Park Street
Lebanon, NH 03766

The Lawson Group (TLG) is pleased to provide you with this proposal for services. Unless otherwise specified, this proposal for services includes any and all Professional Services, Laboratory Services, and Third-Party Services required to complete the proposed scope of work. Pricing included in this proposal is valid until the date indicated. Signing this Proposal and returning it to TLG indicates an agreement and responsibility for payment.

Scope of Work

Asbestos Consulting - Asbestos Historic Building Survey, Spring 2024

A Health and Safety (H&S) Consultant's accredited within the State of New Hampshire as an Asbestos Inspector will visit the building to collect samples prior to renovation or demolition. The inspection will include materials that the Inspector determines are 'suspect' Asbestos-Containing Building Materials (ACBM) under the US EPA NESHAPS and State of New Hampshire regulations. Samples will be submitted to an accredited laboratory following the last day on-site. A report will be generated summarizing the findings of the survey, which materials were tested, which materials contain asbestos, recommendations, and the general condition of suspect materials. The report will also include a copy of the analytical results.

Laboratory Analysis: (30 samples of suspect Asbestos materials included for project):

Asbestos Samples (standard turn around time) (Bulk) ~ \$26.00/sample

Invoicing Note: \$26.00 will be added for each extra sample collected or \$26.00 will be deducted for every sample not collected. The actual number of samples collected depends on the number of suspect materials, and compliance with the NESHAPS Regulations. If the project requires additional samples, they will be invoiced accordingly.





Total Price for this Scope:

\$2,255.00

Approval for Proposal

P28375

Signature

Printed Name

Title

Pricing included in this proposal shall be null and void in the event of a change in the scope of work. In this event, work can continue when the client authorizes a new scope of work under a different proposal. Additionally, a specific amount of time has been allotted to complete this project. If this project cannot be completed within the allotted time frame, due to issues at the project site outside of our control, additional costs will be incurred. TLG will make every attempt to avoid additional expenses. If it becomes apparent during the project that the budgets contemplated in this proposal will be exceeded, TLG will contact for authorization to proceed. For projects requiring collection of samples for analysis: the actual number of samples collected will depend on the job tasks being conducted during the day on-site. The samples will be submitted for an expedited turnaround time, when applicable. An estimated number of samples has been included within this proposal (If Applicable). If additional samples are necessary to complete the scope-of-work made in this proposal, additional costs per sample may be added to the invoice. All services are billed at the completion of the project outlined in this proposal (unless otherwise noted in the scope of work). Payment terms are Net 30 days from Invoice date. In the event of the Customer's default in any of the terms of this agreement, the Customer will be responsible for all collection costs, including reasonable legal fees. This Agreement shall be governed by and construed in accordance with the laws of the State of New Hampshire, and it shall be enforced to the fullest extent permissible (including, but not by way of limitation, by injunction) under the laws applied by the courts in each State and jurisdiction in which enforcement is sought.

