

FINAL

**LEBANON HERITAGE COMMISSION
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
WEDNESDAY OCTOBER 09, 2024 6:00 PM**

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

MEMBERS ABSENT: Karen Zook (Alt. Council Rep)

STAFF PRESENT: Tim Corwin (Deputy Planning Director)

1. CALL TO ORDER

Chair Ford Burley called the meeting to order at 6:00pm.

Mr. Corwin reviewed the City's meeting in-person and REMOTE attendance policies and procedures

2. APPROVAL OF MINUTES – August 14, 2024

Chair Ford Burley noted that these minutes had already been approved at the last meeting.

3. PUBLIC REVIEW

None

4. STUDY ITEMS

A. Tree Advisory Board Presentation

Mr. Andrew Garthwaite, Chair of the Tree Advisory Board, gave an overview of the grant that the Board has received to plant shade trees in Lebanon and West Lebanon over the next five years.

He explained the trees that are planned for the Dana House site. He said apple trees had been planned but were reconsidered because of the maintenance needed for them. He said hawthorn and redbud trees will be planted and reviewed the proposed plan for the site.

He said the trees will grow to about 1”-2” in diameter. He said the hawthorns will be a thornless variety.

Chair Ford Burley said her only concern was the proximity of the trees to the structure and garden area at the Dana House site and said the proposed plan will not be too close for falling branches to damage the site.

Mr. Smith asked if the trees would decrease the visibility of Dana House to the street. Mr. Wilkie noted the trees are mostly located away from the main street side.

The group discussed ways the Tree Advisory Board could promote the Board’s work and other ways to educate residents about the Board’s goals.

A MOTION was made by Devin Wilkie that the Heritage Commission endorse the Tree Advisory Board’s plan for tree plantings at Dana House as presented at the October 09, 2024 Lebanon Heritage Commission meeting. The Motion was seconded by Matt Smith.

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

Chair Ford Burley noted that no remedial action will be taken to repair the “6” of the year of the date on the Soldier’s Memorial during the repointing work that DPW is undertaking. Chair Ford Burley explained that the year should be 1886 but the “6” was broken in 1888 and to repair the “6” would be altering the historic fabric of the memorial.

B. Northern Rail Trail Signage

Chair Ford Burley said the group had discussed signage at the following locations on the Rail Trail at the July meeting:

Location	Information
Parking lot near CCBA (near the start of the trail)	History of when the railroad came to Lebanon and when it was converted into trail
Near the covered bridge at Chandlers Mill	History of Chandlers Mill
Payne Road at end of Mascoma Lake between Rte 4 and Rte 4A	History of East Lebanon and 1840 Fire
Behind former Junior High School	History of the High School and the Basin

The group discussed these locations and the possible information to be included on the signs at length.

Chair Ford Burley said she would begin to draft text for signs at these locations and bring the drafts to the next meeting for review by the Commission.

The group discussed the proposed residential project planned for the former Densmore Brickyard site. Mr. Corwin confirmed that the project will be discussed but not voted upon at the upcoming

October 14, 2024 Planning Board meeting. Chair Ford Burley and Mr. Smith said they would attend the meeting and ask questions about the depth of the pond on the site, its capacity to absorb water, and whether there have been changes to the drainage plans for the site.

5. OTHER BUSINESS

A. Reports from other Commissions/Boards

Arts & Culture Commission: Mr. Wilkie said work has begun on the Tunnel Mural project.

City Council: Mr. Wilkie said he submitted an agenda request to the City Council regarding the National Register Historic District Boundary Line Expansion application. He said it should be part of a January or February meeting agenda.

Discussion on Consultant Feedback on Recommendations for Historic Districts:

The group discussed the zoning ordinance amendment recommendations and design guidelines for historic districts that had been provided to the members via email.

Mr. Smith said fencing should be included as part of the landscaping, which was not included in the recommendations.

Mr. Wilkie said he had hoped the recommendations would clarify expectations for

- What the commission is looking for when reviewing an application
- What design review might consist of and what the recommendations might be

He said many of the ordinance recommendations go beyond what the City may intend to adopt, but he said some could be fit into the language of Section 408 of the current zoning ordinance.

Mr. Smith said he would like to see some of the recommendations for signage be adopted and incorporated into Lebanon's signage ordinance. He said he would not want a second signage ordinance for Lebanon.

The group agreed that an executive summary and a priorities list of the recommendations would be helpful for them to consider all the ideas.

The group discussed the recommendation that was related to demolition delay. Mr. Wilkie suggested a better option might be to have the Heritage Commission participate in the review of projects earlier in the process. Mr. Corwin said there is demolition delay language included in Section 408.9 of the current zoning ordinance.

Chair Ford Burley said that Ms. Hembree would compile the feedback that members had given her via email and from this meeting and send it to the consultant who provided the recommendations. Chair Ford Burley said she'd also like to see the Heritage Commission consulted on projects that may not be part of a historic district. She said she would add this continuing discussion to the next meeting's agenda.

6. OPEN TO THE PUBLIC

7. FUTURE AGENDA ITEMS

8. ADJOURNMENT

A MOTION was made by Devin Wilkie to adjourn the meeting at 7:29pm. The Motion was seconded by Matt Smith.

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

The meeting adjourned at 7:29pm.

Respectfully Submitted,
Paula Roux
Recording Secretary