

FINAL

**LEBANON HERITAGE COMMISSION
CITY COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
WEDNESDAY DECEMBER 11, 2024 6:00 PM**

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: Catheryn Hembree (Associate Planner, Planning Department)

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

2. APPROVAL OF MINUTES

November 13, 2024

Amendments Page 2, lines 7-8: Change to " for the State of NH,
Page 2, line 32: Change "Chair Ford Burley" to "Ms..Hembree"
Page 3, line 9: Change "1846" to "1946"
Page 3, line 24: Change "CDP" to "CUP"
Page 4, line 13: Change " . . . the remaining Lebanon Woolen Mill
smokestack"
Page.4, line 27: Edit to read "that published reports about the fire in 1840"

A MOTION was made by Matt Smith to approve the November 13, 2024 Heritage Commission Meeting minutes as amended. The Motion was seconded by Jeremy Rutter.

**** The Motion was approved (4-0).***

3. PUBLIC REVIEW

None

4. STUDY ITEMS

A. Further Review and Comments on 174 Hanover Street Ext, Planning Board Application, The Brickyard Project

Ms. Quinn Stuart (director of cultural resources for VHB) and Mr. Gil Alexio were present on behalf of the applicant. Ms. Stuart gave an overview of the history of the site and the most recent proposal to the Planning Board.

She said they worked with Monadnock Archeology to review the site. She said the infrastructure dates to the early 20th century. She said the walk-through of the site revealed that anything below the surface most likely has been altered and is not intact.

She said they found evidence of a quarry operation to the north of the site, but it was probably small and short-lived. She said the structure called the Freeto House was probably never owned by Freeto. She said the structure was purchased by the Chandlers and turned into cabins, probably in the 1940s. She said more research is being done into the history of the buildings on the site.

Ms. Stuart said plans are being made by the applicant to preserve the 2 ½ kilns that are still standing on the site. She said the applicant also has expressed a level of commitment to maintaining the kilns.

Mr. Rutter asked the Commission members what the Commission wants to be included in the Conditions of Approval that will be discussed by the Planning Board.

The group discussed the following possible things to include in a condition of approval:

- Preservation of the kilns
- Maintenance of the kilns
- Any future changes to the kilns should be reviewed by a City committee or board

Chair Ford Burley noted that if a Condition of Approval that the kilns had to be maintained in perpetuity was approved, the applicant would be required to submit changes for review and obtain a permit to make the changes.

Mr. Rutter noted that the kilns were not designed to last very long and constantly need to be rebuilt. He said it seems a bit perverse to require the applicant to stabilize and maintain buildings that would be abandoned or rebuilt ordinarily. Mr. Alexio said they will do everything possible to get an engineer report to determine what needs to be done to stabilize the kilns. He said he cannot promise access by the public to the interior of the kilns until they understand what the liability would be.

The group discussed the liability of having members of the public inside the kilns. Mr. Rutter suggested a video could be taken of the interior during the stabilization (to give visitors the impression of being inside), which could be added to the kiln signage. Ms. Stuart mentioned QR codes for the signage have been suggested with links to additional historic information.

Mr. Smith noted that these kilns have been standing on this site and this project may be the last chance to preserve any of them. Chair Ford Burley said the Commission will draft a Condition of Approval to give to the Planning Board for consideration. Mr. Wilkie suggested language that

“reasonable efforts” regarding the maintenance of the kilns should be added to the Condition of Approval.

Mr. Rutter said if no architectural plans exist on how the kilns were constructed, they should try to document this during the rehabilitation, so the kilns could be replaced if need be in the future.

A MOTION was made by Devin Wilkie to send language for a draft Condition of Approval for this project to the Planning Board for consideration. The Motion was seconded by Matt Smith.

**** The Motion was approved (4-0).***

B. National Register Historic District Boundary Line Expansion

The group reviewed the map of the Historic District boundary line expansion proposed for the National Register application. Chair Ford Burley said the application will be reviewed for approval by the City Council in February 2025, before it is submitted to the NH DHR. She said she will add review of the application materials to the agenda for the Heritage Commission meeting in January.

5. OTHER BUSINESS

A. Proposed 2025 Heritage Commission Budget

Ms. Hembree noted that the City currently has only two Landmark Designation plaques and more will need to be ordered if other designations will be made in 2025. The group discussed the cost of the plaques and decided to place a bulk order to save money on each plaque.

A MOTION was made by Jeremy Rutter to purchase twenty-four (24) new plaques using the available budget money in the Heritage Fund. The Motion was seconded by Matt Smith.

**** The Motion was approved (4-0).***

The group discussed the rest of the budget expenditures, particularly the costs to maintain the Dana House and Soldiers Memorial Building. They discussed the impact on these facilities if the City cuts the budget and funds allocated for the maintenance of these structures are no longer available. Mr. Smith suggested a letter be sent to the City Council that the Soldiers Memorial Building and the collection within it should be prioritized over the Dana House.

A MOTION was made by Jeremy Rutter to authorize Vice Chair Matt Smith to draft a letter to the City Council in support of the preservation of the Soldiers Memorial Building, preservation of the collection within the building, and the prioritization of the Soldiers Memorial Building relative to Dana House. The Motion was seconded by Nicole Ford Burley.

**** The Motion was approved (3-0, with Mr. Wilkie abstaining from the vote).***

A MOTION was made by Devin Wilkie to extend the meeting to 7:40pm. The Motion was seconded by Jeremy Rutter.

**** The Motion was approved (4-0).***

B. Rail Trail Signage

Chair Ford Burley said she has written updated sign language related to East Lebanon. She said they could discuss the draft language at a future meeting.

C. Dartmouth Health – Sachem Village Connector

Chair Ford Burley said she would like for the Heritage Commission to be involved in projects like this one earlier in the development process to be able to recommend an archeological survey. She shared a letter by Sustainable Lebanon that includes a note related to the Native American population in the area of this proposed connector.

D. Standing Reports from other Commissions / Boards

Mr. Wilkie reported that the part of the Tunnel mural that depicts the history of transportation in Lebanon (which was sponsored by the Heritage Commission) is completed and looks fantastic.

6. ADJOURNMENT

Chair Ford Burley adjourned the meeting at 7:36pm.

Respectfully Submitted,
Paula Roux
Recording Secretary