



**LEBANON HERITAGE COMMISSION  
OCTOBER 8, 2025 - 6:00 PM  
COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE**

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**1. Call to Order**

- A. To participate in this meeting, please join live via Microsoft Teams or call 929-229-5356 (access code: 998 393 719#). If you have trouble accessing this meeting, please [Catheryn Hembree](#)

**2. Approval of Minutes**

- A. September 10, 2025

**3. Public Review**

- A. None

**4. Study Items**

- A. 4th grade local history program  
B. Master Plan  
C. 250th Anniversary

**5. Other Business**

**6. Open to the Public**

**7. Future Agenda Items**

**8. Adjournment**

**The order of agenda items is subject to change.**

Meetings are open for in-person and remote attendance. Members of the public who wish to attend remotely may do so by going to [LebanonNH.gov/Live](http://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 disrupt virtual or phone connection(s), the meeting will continue without remote access capabilities.

Any person with a disability who wishes to attend this public meeting and needs additional accommodation, please contact the ADA coordinator at City Hall by calling 603-448-4220 at least 72 hours in advance so that the City can make any necessary arrangements.

DRAFT

**LEBANON HERITAGE COMMISSION  
COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE  
WEDNESDAY SEPTEMBER 10, 2025 6:00 PM**

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

**MEMBERS ABSENT:** Karen Zook (Alt. Council Rep)

**STAFF PRESENT:** Catheryn Hembree (Associate Planner, Planning Department)  
Nathan Reichert (Director of Planning & Development)

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1 **1. CALL TO ORDER**

2 Chair Ford Burley called the meeting to order at 6:09pm. Ms. Hembree reviewed the City’s  
3 meeting in-person and REMOTE attendance policies and procedures.  
4

5 **2. APPROVAL OF MINUTES – August 13, 2025**

6 Amendments:

7 Page 2, Line 29: Change “group” to “grow”

8 Page 3, Line 21: Edit to read “They agreed to contact the City Manager to voice the Heritage  
9 Commission's concerns about the physical integrity of the Stone Arch underpass.”

10 Page 3, Line 33-34: Add “by National Register of Historic Places” after “approved”  
11

12 *A MOTION was made by Jeremy Rutter to approve the August 13, 2025 Meeting Minutes as*  
13 *amended. The MOTION was seconded by Matt Smith.*  
14

15 *\* The vote on the MOTION was approved (4-0).*  
16

17 **3. PUBLIC REVIEW - None**  
18

19 **4. STUDY ITEMS**

20 Chair Ford Burley said the group will discuss Agenda Item 4B first, which is out of the order of  
21 agenda for this meeting.  
22

23 **B. Discussion re: Pattern Zones Zoning Amendment**  
24

25 Ms. Hembree gave an overview of the pattern zoning overlay district and the proposed zoning  
26 amendments. She explained that pattern zoning involves building homes designed to be similar  
27 or to or familiar with other homes in the neighborhood. She said the City planned to ask  
28 interested developers to use plans from an approved book of designs. She said issues arose from  
29 the proposed designs because they were created by designers that were not familiar with north /  
30 northeastern climates and weather conditions; she said the designs were deemed impossible to be

1 executed in Lebanon. Mr. Reichert said the City’s Planning Department was working on creating  
2 its own book of designs and suggested the Heritage Commission could take on the responsibility  
3 of reviewing any proposed home designs that may have elements outside the approved designs.  
4

5 The group discussed the possibility of taking on the review of pattern house designs, given the  
6 limited time/resources of the Heritage Commission members. The group agreed to take on the  
7 responsibility. Ms. Hembree and Mr. Reichert said they would make the suggestion to the City  
8 Council. Mr. Reichert asked the Commission members to review the proposed zoning  
9 amendment language and send comments to him via email.  
10

11 **A. Master Plan Chapter**

12 Chair Ford Burley asked the members of the group to provide comments and input on the  
13 Outcomes and Strategies Section to be reviewed at the next meeting. She said she would like to  
14 have the Chapter edits finalized at the next meeting.  
15

16 Chair Ford Burley said the Historical Society is partnering with residents to develop Rail Trail  
17 signs. She said she will share the signage work that has been done (but has been on hold because  
18 of a lack of funding). She confirmed that there will not be an Open House at Soldiers Memorial  
19 Building during the Farmers Market this week.  
20

21 **5. OTHER BUSINESS**

22 Ms. Hembree said her son's second-grade class did a walking field trip today through the  
23 downtown Lebanon tunnel and especially liked the transportation portion of the mural. Mr.  
24 Smith noted his son’s fourth-grade class is studying New Hampshire history, but there really was  
25 not much on local history. He proposed a future agenda item to discuss engaging the Lebanon  
26 Schools’ fourth grade programs to incorporate some local history into the New Hampshire  
27 history content. He noted the kiosk near Salt hill Pub could be utilized by the fourth-grade class  
28 to generate some local history material.  
29

30 Chair Ford Burley said the Osher Lifelong Learning Institute (Dartmouth College) had contacted  
31 the Historical Society about doing a walking tour of the Colburn Park Historic District. She said  
32 she will conduct the tour on October 3 at 1pm..  
33

34 Mr. Smith said he was told the Upper Valley Music Center would be interested in participating  
35 in a 250<sup>th</sup> celebration. He said AVA Gallery would also be interested in participating. He said he  
36 has not contacted the Lebanon Opera House about it yet. Mr. Ware said he has contacted the  
37 Hartford 250 Committee about what the group is working on.  
38

39 **6. OPEN TO THE PUBLIC - None**  
40

41 **7. ADJOURNMENT**  
42

43 Chair Ford Burley adjourned at 7:32pm.  
44

45 Respectfully Submitted,  
46 Paula Roux  
47 Recording Secretary

### **Organization**

Hartford was awarded the grant from the Vermont Historical Society for planning 250th Commemoration events and activities via the Hartford Historical Society. The organizational structure to plan and coordinate 250th Commemoration events started via a committee hosted by the Hartford Historical Society. This committee approached the Hartford Selectboard about forming a Town 250th Commemoration Committee. The Hartford 250th Committee was adopted by the Hartford Selectboard on December 10, 2024, its first nominees approved by the Selectboard on February 25, 2025 and its first meeting was held on March 26, 2025. At this point, the Hartford 250th Commemoration Committee has been responsible for coordination Hartford's 250th events and spending the Vermont Historical Society 250th planning grant.

### **Priorities**

The Committee has emphasized adding 250th themes to events already on the area's annual calendar and developing opportunities for young people to explore 250th Commemoration themes and history. Some events have been and will continue to be for the general public. Some events are planned for specific groups, particularly youth, and may not be advertised to the general public.

### **Partnership Organizations**

The Town Committee has worked with a number of other groups into town, in the Upper Valley, and in Vermont. Some of these are Town entities. Here is a list:

- American Legion Post 26
- American Legion Post 84
- Bugbee Senior Center
- Hartford Chamber of Commerce
- Hartford High School
- Hartford High School Alumni Association
- Hartford Historical Society
- Hartford Library
- Hartford Middle School
- Junction Arts Media
- Quechee/Wilder Libraries
- Quechee Garden Club
- Ottauquechee Water Protectors Association
- Thomas Chittenden Chapter of VT State Society of the Daughters of the American Revolution
- Town of Hartford Parks and Recreation Department
- Town of Hartford Planning and Zoning
- Town of Hartford Media Liasion
- Vermont Historical Society
- Vermont Humanities Council
- West Hartford Library

### **Financial**

In addition to the VHS grant, the Hartford 250th Committee has the funds leftover from Hartford's 250th Town Grant 2011 Commemoration. These funds have been held in a reserve fund by the Hartford Historical Society. It is expected all funds will be used for activities held related to the 250th

commemoration of the founding of our nation. Because most activities and events are already on the calendar, there have been no additional budget needs thus far.

### **Events and Activities to Date**

There have been activities solely hosted by the Hartford 250th Commemoration Committee, however, most activities and events are held in conjunction with other organizations.

- Hartford Historical Society presentation “The Navy and the Marines in the Revolutionary War,” presented by Leo Tucker April 9, 2025
- Memorial Day 2025 in Hartford May 26, 2025
- Hartford Library Summer Reading program and activities starting in June 2025
- Hartford Historical Society presentation “Interpreting Historical Interpreting: The Evolution of Revolutionary War Reenacting” by Izzy Provoncha June 11, 2025
- Hartford Library presentation “Colonial Fashion” presented by Ren Antoniowicz June 23, 2025
- White River Junction Block Party held at Lyman Point Park June 25, 2025
- Hartford Venture Camping embellishments including trip to Hartford Historical Society, historical coloring pages on Revolutionary era history for rainy day activities, hands-on presentations on General Washington’s spy network and invisible ink, role-playing colonial Hartford resident Sarah Hazen and her children, and making prints from early printing press, “18<sup>th</sup> Century Herbal Culinary and Medicinal Use” by Arlene Bettigole.
- Bugbee Senior Center 1000-piece puzzle of the U.S. Constitution and Declaration of Independence to be framed and hung at the Center as art.
- Abenaki Garden Open House August 30, 2025
- Family Country Dance scheduled for October 5, 2025

### **Future Events and Activities**

Some of these events’ planning are well underway. Some host organizations, such as the libraries, have more information on planning their respective events than does the 250th Committee.

- Veterans Day Coloring Contest – Hartford’s Parks and Recreation Dept hosts children’s coloring contests for holidays such as Easter. This particular contest offers the picture of the Green Mountain militia man from the 1976 NH Vermont Bi-Centennial Education Resource Program Book. We hope to offer this at all the libraries in Hartford as well. If there is a strong response, then we may repeat this idea in 2026 with President’s Day or another holiday for the 250th.
- Veterans Day – November 2025
- Library Event – December 2025
- Library Event – February 2026
- Library Trivia event – TBD
- Sugaring Open House March 2026 – several sugaring operations host open houses in town. We hope to include a historical presentation on the Native American knowledge and traditions of sugaring.
- Hartford Teen trip to Bennington Museum – TBD
- Memorial Day Hartford – May 2026
- Historical Reenactment – Weekend May 29-30, 2026
- Hartford Library Summer Reading Program – 2026
- Quechee Library Historical Presentation Memoir Writing Workshop by Erin Moulton – June 3, 2026
- Hartford High School Alumni Parade – June 27, 2026

Vermont Historical Society Grant Report – September 2025  
250th Community Planning Grant Sponsored by Vermont Covered  
Grant Recipient: Town of Hartford and the Hartford Historical Society

- Wilder Library Historical Presentation on Medicinal Herbs by Arlene Bettigole – July 1, 2026
- Town of Hartford Annual 4th of July Celebration – see separate section
- Ventures Camp youth visit to Abenaki Garden July 2026 (event in August 2025 had to be cancelled, so hope to reschedule in 2026)

#### **Fourth of July 2026 and Spending the Vermont Historical Society Planning Grant**

The Fourth of July stands out as primarily a celebratory event. With that in mind, The Hartford 250th Commemoration Committee is working with the Town of Hartford Parks and Recreation Department to enhance the usual celebration at Kilowatt Park South. We have contracted a brass band as a second music act to play patriotic music, jazz and Americana to set the mood for this special 4th of July. Our Vermont Historical Society grant of \$1,000.00 has been used entirely to pay the deposit to bring this band to our town with a total cost of \$2,328 and one night's lodging. The deposit cleared the bank account on August 20, 2025. It is important to have a high-quality band for a crowd that can be 2,000 to 3,000 with good weather. And this is busy date! We plan to have some of our Town's elected officials make comments and have some other enhancements to the afternoon and evening.

Respectfully submitted on behalf of The Hartford 250th Committee,

Gwen L. Tuson  
Chairperson