

FINAL

**LEBANON HERITAGE COMMISSION
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE
WEDNESDAY OCTOBER 08, 2025 6:00 PM**

MEMBERS PRESENT: Nicole Ford Burley (Chair and City Historian), Matt Smith (Vice Chair), Brian Ware

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 6:02pm. Ms. Hembree reviewed the City's meeting in-person and REMOTE attendance policies and procedures.

Ms. Hembree introduced Nicole Dittrich, who she said had applied to be a member of the Heritage Commission. Ms. Dittrich attended the meeting as a member of the public.

2. APPROVAL OF MINUTES – September 10, 2025

A MOTION was made by Matt Smith to approve the September 10, 2025 Meeting Minutes as presented. The MOTION was seconded by Brian Ware.

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

3. PUBLIC REVIEW - None

Chair Ford Burley said the Lebanon School Board and City Council members met and discussed the status of the Dana House. She said the group discussed a possible land swap, which would result in the City owning the Dana House structure and land and the SAU88 District would own another portion of the land near Dana House that is currently owned by the City.

She said the group agreed that a swap proposal would have to be added to the ballot for voters and agreed that the March 2026 election would be too soon to have the appropriate research completed. She said the group decided to have the issue ready for the March 2027 election.

She noted that the RFP she'd drafted to renovate Dana House into a residence will have to wait until the proposed land swap is decided and completed. She said, in the meantime, she will continue to research smaller grants that could help with some of the repairs that are needed at Dana House. Chair Ford Burley said she would ask DPW if the cost of electricity and humidifiers at Dana House could be included in its budget.

4. STUDY ITEMS

A. 4th Grade Local History Program

Mr. Smith said he had spoken to his son's fourth-grade teacher about incorporating some local history into the New Hampshire history program they are teaching. Ms. Dittrich said she was a fifth-grade teacher and suggested that the second- or third-grade programs might be a better fit for local history. Mr. Smith said he would continue to discuss the idea with his son's teacher and said the kiosk near Salt Hill Pub could be utilized by the fourth-grade class to display some local history information.

B. Master Plan Chapter

Chair Ford Burley asked the members of the group to provide comments and input on the Strategies and Action Items at the end of the chapter. Ms. Hembree said the group could meet outside of Heritage meetings to work on the chapter, if needed. She said she would send a Doodle poll to members to determine other times to meet.

C. 250th Anniversary

Mr. Ware shared notes from the Town of Hartford, Vt, about its 250th celebration activities. Ms. Hembree said Paul Coats, director of the Lebanon Recreation, Arts, & Parks Department, told her he'd like to organize a large block party (perhaps to coincide with the 4th of July) to include Lebanon, West Lebanon, and Hartford. Ms. Hembree and Mr. Ware agreed to ask Mr. Coats if he would join them at a future meeting in Hartford to discuss the idea. Mr. Smith said the Upper Valley Music Center might be interested in having its band students participate in the 250th celebration.

5. OTHER BUSINESS

Chair Ford Burley said an Eagle Scout has been archiving historical documents at the Soldiers Memorial Building as part of an inventory project to catalog the materials inside the building.

Chair Ford Burley said she conducted a walking tour of the Colburn Park Historic District on October 3 for 11 attendees at the request of the Osher Lifelong Learning Institute (Dartmouth College).

6. OPEN TO THE PUBLIC - None

7. ADJOURNMENT

Chair Ford Burley adjourned at 6:53pm.

Respectfully Submitted,
Paula Roux
Recording Secretary