

KINGSTON HERITAGE COMMISSION

Meeting Notes from the meeting held:

May 28, 2015

at the Library

Meeting announcement was posted: at the Town Hall; and the Website.

Deb Powers called the meeting to order at 7:05 P.M.

Members in Attendance: Ernie Landry; Bob Bean; Gail Ramsey; Jane Christie; Debra Powers; Holly Ouellette; Jennifer Ramsey-Feoli; Ellen Faulconer; Charlotte Boutin; George Korn - Excused: Gary Finerty Jane will be a voting members tonight.

Will do Action Plan this evening

Previous Minutes: Motion made by Charlotte, and seconded by Bob to accept the meeting notes from the meeting held 4/26/2015 as written with 5 yes and 1 abstain.

Old Business:

Action Plan: Bob explained that our previous meetings had created a series of projects, including:

1. **Public Relations / Education** – Create a Town Historic Pamphlet, as an informational brochure. Develop and publish content to the Carriage Town News, on a regular basis, work with schools regarding the town history, maintain involvement at town sponsored events, inform people of what we are doing, develop content for heritage website, coordinate with other groups in town.
2. **Preservation / Restoration** – Maintain / Restore Historic Properties like the Grace Daley and Bandstand.
3. **Advocacy / Planning** – Advocate for town Historic properties, like the Sanborn Seminary, Educate owners of Historic Properties, Develop a knowledge base for members on Historic and Cultural Resources, Engage consultants / develop a list as a resource, develop / recommend guidelines on property usage, work with other groups to develop / plan events, work with others to develop Master Plans..
4. **Fund Raising** - Develop grants, develop other sources of funds.
5. **Documentation / Inventory** – including the Cheney Mill Site, Lost or at Risk Properties, Record Ice House, Get pictures / stories about town, Remember When, Maintain inventory of Historic Properties, Develop Town Timeline, Inventory Non-building sites / Details (Foundations / Mill sites, capture oral histories, ID properties for National / State registers.

A discussion was led by Bob Bean to create an Action Plan for the task of Writing a Town Heritage Brochure. This discussion can be found in an attachment to these notes.

Deb Powers will chair the Task Force to continue with this Action Plan. On the force will be : Charlotte Boutin, Jennifer Ramsey-Feoli, Holly Ouellette; & Gail Ramsey.

Deb asked that the other committees (HDC, Museum, etc) be told that we need time to scope out the work, prior to discussing it with them.

Bandstand: Bandstand may not be completed prior to Kingston Days. The most significant problem has been Bob Pothier's schedule since his injury. The LCHIP grant expires in January 2016, so the project should be completed by then. A discussion ensued to pick May 28th, 2016 for the Official Dedication ceremony.

Grace Daley House: Ellen is researching companies and organizations that might be interested in using it as a temporary home for people in need. Any group must prepare a proposal for BOS and HC to review, to get both of their approvals and support.

Documentation: Bob explained that he is still trying to contact Ann West regarding the Hanson Property.

The History of the Police Department is ongoing. Interviews have been done, Stacy is in process of writing it.

Ellen is working on the Girl Scout History.

Cheney Mill – Family photos have been given to us, scanned, and will be added to the DVD. Work is ongoing.

The Bartlett house is still under contract, with a June 1st date for exchange. Bob also explained that he and Walt Roy were given a tour by Ruth with the Video camera. It has been done, but needs editing.

Sanborn Seminary Building:

Dustin has asked to set up a meeting to discuss the Charrette.

NH Office of Energy & Planning Conference – Deb told us about attending with Virginia Morse. Deb explained that there is a lot of talk about breaking trusts that block proper restoration of historic properties. Ernie said he has seen a deed that sells the Seminary building to the School System, and wonders if the Trust is still in effect. George suggested that this is a legal issue, and needs research. Deb explained that the Trustees seem to be more open to discussing alternative uses.

Grants – Deb asked if someone will research available grants and deadlines. Ernie agreed to research, Ellen and Jane also agreed to help.

Church on the Plains – Charlotte told us that the handicapped area, and some of the front windows will be rebuilt with safety glass. The work will be dedicated to Bruce Anderson.

Next HC meeting - will be on Thursday, June 25, 2015 at 7: 00 PM at the Library.

Adjourn - A motion to adjourn was made by Bob and seconded by Gail. It was passed by a unanimous voice vote.

Minutes were taken by Bob Bean

Attachment Documenting the Discussion about Writing a Town Brochure p1

Question: What are the Tasks Necessary to Create a Brochure?

- Check on Permissions
- Check with other Organizations in Town
- Prepare a Cost Analysis -> Budget
- Take (lots of) Pictures
- Collect Pertinent Information
 - Tours? / Hours Open / Web sites,/ etc.

- Condense Information
- **Prioritize**
- Who's on the Task Force
- Who will lead it
- Consider Sponsors
- Find a Printer
- Look for Grants
- Fund Raising
- Typing Page setting
- **Solicit Volunteers**
- Define Structure & Reporting on Project
- Obtain Approval from HC / Others?
- Create Prospectus for Soliciting Volunteers

Attachment Documenting the Discussion about Writing a Town Brochure p2

Question: What are the Things that Could be Included in a Brochure?

- History of the Town
- Landmarks
- Locations
- Hiking
- Historic Houses
- B & B's
- National Register Landmarks
- Foundations
- Bandstand
- Critical Contacts
- Walking Tours
- Pictures
- Interpretive Text
- Color,!!
- Significant Events

Attachment Documenting the Discussion about Writing a Town Brochure p3

Question: How would we Propose to Use this Brochure?

- School Kids – Education
- Rest Areas
- Share with Other Heritage Commissions
- Town Office
- Welcome Packs
- On Line Version
- Real Estate Offices
- Resource for new Grants