

**Town of Kingston, NH Heritage Commission**  
**Public meeting**  
**August 27, 2020**

**Call to Order:** Chairman Debra Powers called the meeting to order at 7:03. Identification of members present was made through roll call. It was noted that all votes on motions during this meeting would be made as roll call votes.

Members present:

Bob Bean	Debra Powers
Susan Prescott (HDC Ad-Hoc)	Ernie Landry
Jane Christie (Alternate)	Eileen Clifford (Alternate),
Charlotte Boutin (Alternate)	

Members absent: Holly Ouellette, Richard Wilson, Board of Selectmen (BOS) Rep., Adam Faulconer (Alternate).

Also Present: Walter Roy

The Chairman announced that Jane Christie and Eileen Clifford would be voting members for this meeting (Jane for Holly Ouellette; Eileen for the vacant position).

**February meeting minutes:** Motion to accept made by Ernie Landry and seconded by Bob Bean. Roll call vote:

Debra Powers – Yes	Bob Bean – Yes	Susan Prescott – Yes
Eileen Clifford – Yes	Jane Christie – Yes	Ernie Landry - Yes

Motion passed unanimously.

**Election of officers and Open Positions:**

Open Positions: The Commission has one open regular member position and one alternate position. Motion to nominate Eileen Clifford to fill the vacant regular member position by Debra Powers and seconded by Jane Christie. No other nominations were made. Roll call vote:

Debra Powers – Yes	Bob Bean – Yes	Susan Prescott – Yes
Eileen Clifford – Yes	Jane Christie – Yes	Ernie Landry - Yes

Motion passed unanimously.

The Commission is still hoping to fill the vacant alternate position.

Chairperson: Motion to nominate Ernie Landry made by Debra Powers and second by Eileen Clifford. No other nominations made. Roll call vote:

Debra Powers – Yes            Bob Bean – Yes            Susan Prescott – Yes  
Eileen Clifford – Yes            Jane Christie – Yes            Ernie Landry - Yes

Motion passed unanimously.

Vice Chairperson: Motion to nominate Debra Powers made by Ernie Landry and seconded by Jane Christie. No other nominations made. Roll call vote:

Debra Powers – Yes            Bob Bean – Yes            Susan Prescott – Yes  
Eileen Clifford – Yes            Jane Christie – Yes            Ernie Landry - Yes

Motion passed unanimously.

Treasurer: Motion to nominate Eileen Clifford made by Debby Powers and seconded by Bob Bean. No other nominations made. Roll call vote:

Debra Powers – Yes            Bob Bean – Yes            Susan Prescott – Yes  
Eileen Clifford – Yes            Jane Christie – Yes            Ernie Landry - Yes

Motion passed unanimously.

Susan Prescott (HDC Ad-Hoc member) indicated that the Historic District Commission recently held elections and she was elected Chairman. Normally the Chairperson does not sit as an Ad-Hoc member of other commissions so she will likely be leaving the Heritage Commission. Susan will confirm who the new Ad-Hoc member will be.

The Chairman indicated that all Alternate appointments that were to expire on March 31, 2020 were extended by the Selectmen to March 31, 2021.

The rest of the meeting was then turned over to the new Chairman who thanked Debra for her leadership over the past seven year. The membership also expressed their appreciation.

**Heritage Commission Open Positions:** With the appointment of Eileen Clifford to a regular member position there are now two open Alternate positions.

**Plains Cemetery National Register Application Status:** Ernie Landry mentioned that the grant was awarded to the town and a Request for Proposals (RFP) was issued. Three consultants applied – The Preservation Company, Lisa Mausolf and Mae Williams. Debra Powers prepared a thorough analysis of the proposals and a recommendation to the

Selectmen to select the Preservation Company as the consultant. The Selectmen approved.

A start-up meeting was held with the New Hampshire Division of Historical Resources (NHDHR), the Preservation Company and Debra Powers and Ernie Landry representing the Town. We expect the first progress report in late September or early October and a final draft in April of 2021.

The nomination must then be approved by NHDHR and forwarded to the National Park Service for their approval and listing on the National Register.

**Town Signs:** Ernie Landry mentioned that he had spoken with road Agent Richard St. Hilaire who indicated that he would be having his staff install the signs in the next couple of weeks. Mr. St. Hilaire also mentioned that the bandstand would be painted in the near future as well.

**Cemetery Preservation Plan:** Ernie Landry mentioned that there is an objective in the Historic and Cultural Resources Chapter to the Master Plan recommending development of a cemetery preservation plan. The goal would be to establish a steering committee comprised of representatives of the Heritage commission, Historic District Commission and the Trustees of the Trust Funds to work on the plan. The group was asked about their interest in participating in such a group. The Chairman and Vice Chairman agreed to participate. This topic will be discussed at the Heritage Commission/Historic District Commission meeting. If the Plains Cemetery is placed on the National Register of Historic Places, it will be eligible to be the subject of an LCHIP grant application

**Grant Applications:**

New Hampshire Humanities: Due to the current COVID-19 restrictions it was decided to wait until 2020 to look at hosting any presentations.

Grace Daley Barn Assessment: Ernie Landry mentioned that he and Walter Roy had completed the grant application, the Board of Selectmen approved it and it has been sent to the New Hampshire Preservation Alliance (NHPA). The Town asked to be granted the \$400 award. NHPA expects to make the grant awards sometime in September. Ernie thanked Mr. Roy for all his work on the application.

**HC/HDC Meeting Reschedule:** Susan Prescott will check with the HDC on possible dates.

**Documentation:** Bob Bean updated the group on progress on the Town history book. The book will have 14 chapters and will be between 650 and 700 pages in length. Six chapters have been sent to design, six more will be sent to design in 2 weeks and the remainder in the next month. The book should be available in 2021. The current plan is for an 8 by 10 inch hard cover book with a comprehensive index created by a third party. With regard to cost, consideration is being given as to how many copies of the Town history book to have printed. Bob also indicated that, due to the Covid-19 situation, he and Mr. Roy have not been able to progress on the videotaping of the town.

**Brochure/Facebook:** Work on the brochure is at a point where a number of decisions need to be made regarding format, etc. With the departure of Gail Ramsey, the group needs to be reconstituted with a new leader. Volunteers were solicited. Bob Bean volunteered but will not be available until completion of the history book project. It was agreed to postpone further work on the brochure until Bob Bean can join the group. The group had a brief discussion on the Heritage Commission Facebook Page

**Fund Raising:** It was agreed to continue to pursue the idea of raising funds for the restoration of the stained glass windows at the Nichols Museum building through donations. This effort is being postponed until 2021. No other fundraising projects were discussed.

**Outreach:** It was agreed that there needs to be an effort to make better use of the Heritage Commission bulletin board at Town Hall. Bob Bean agreed to put a flyer about the history book on the bulletin board. The group also discussed other ideas like posting photos of the restoration work at the Nichols building and Mr. Roy expressed a willingness to develop some sort of poster if pictures are available.

**New Business:** Debra Powers presented the draft budget for 2021. The only recommended change from the 2020 budget was an increase of \$90 in Seminars and Training. There was a discussion on whether to leave in a line item for \$10,000 for a possible forthcoming warrant article and the recommendation was to delete it since it's unsure whether and to what amount there would be a warrant article. Motion to accept the proposed budget without the \$10,000 was made by Bob and seconded by Jane Christie. Roll call vote:

Debra Powers – Yes

Bob Bean – Yes

Susan Prescott – Yes

Eileen Clifford – Yes

Jane Christie – Yes

Ernie Landry - Yes

Motion passed unanimously.

**BOS/Other Town Organization Updates:** Susan Prescott (HDC Ad-Hoc Rep.) indicated that negotiations on the purchase of the Sanborn Seminary are still ongoing.

**Next meeting:** Thursday, September 24, 2020 at 7:00 PM by Zoom. Eileen Clifford volunteered to take the minutes.

**Adjournment:** Having no other business, the Chairman adjourned the meeting at 9:05 PM.

Disclaimer: HC minutes are reviewed and approved (with or without amendments) at the next HC meeting. The original minutes are posted as submitted; any amendments may be found in the minutes of the meeting in which the amendments were made".