

**HERITAGE COMMISSION
TOWN OF KINGSTON, NH
PUBLIC MEETING MINUTES
Kingston Community Library
January 26, 2023**

Members Present:

Ernie Landry, Chair
Bob Bean, Vice Chair
Virginia Morse, HDC
Richard Wilson, BOS, ex officio
Charlotte Boutin (arrived 6:39 p.m.)
Eileen Clifford
Holly Ouellette (arrived 6:35 p.m.)

Also Present: Marissa Federico, Recording Secretary
Walt Roy

Call to order: Mr. Landry called the meeting to order at 6:31 p.m.

Acceptance of Minutes:

MM&S: Mr. Wilson made a motion to review the draft minutes from the 12/8/22 meeting, seconded by Mr. Bean. Ms. Clifford took issue with the verbiage in the recording of the vote for the acceptance of the minutes from the meeting held on 10/27/23. She clarified that she did research through the NH Preservation Alliance which suggested that town funds could be utilized to pay for plaques on private properties if they are listed on the National Register. She also requested to strike the sentence about the Heritage Commission paying for the plaques. **MM&S:** Mr. Wilson moved to approve the minutes as amended, seconded by Mr. Bean. All in favor.

Updates:

End-of-year closeout: Mr. Landry noted there were 2 uncompleted projects at the end of 2022: The design for the National Register plaques and the printing of the Sanborn Seminary documentation project. After doing research, he discovered that funds can only be encumbered for outstanding contracts and funds spent but not paid out yet. Therefore, these 2 outstanding projects will be paid for through the 2023 budget. He requested that the Commission approve the payment for the documentation project out of the budget and for the plaques out of the Heritage Fund. The quote for the printing of the documentation project is approximately \$300 and for the plaques is approximately \$2,300. He added that the Selectboard will need to approve the expenditure. **MM&S:** Ms. Ouellette made a motion to pay the cost of the plaques out of the Heritage Fund and the printing of the documentation project out of the operating budget. Seconded by Mr. Bean. All in agreement. **MM&S:** Ms. Wilson made a motion to include the amounts of \$2,300 for the plaques and \$300 for the printing of the documentation project. Seconded by Mr. Bean. All in favor.

Stained-glass window project: Mr. Landry shared that the contract is in place. The plan is to remove the windows next Tuesday, and the project is anticipated to be completed by the end of May, hopefully in time for the June 10th celebration. General fundraising will begin, starting with social media. There are currently 6 sponsors, and over half of the cost of project is covered. Mr. Landry added that the search for sponsors will continue.

National Register plaques: Ms. Morse redesigned the plaque for the Church on the Plains. Four plaques are needed as Dan Doyle already has a plaque for the Josiah Bartlett House. The price has gone up from the original quote and is estimated at \$2,181, including a 15% historic group discount. She passed around the design for feedback and verification, and she looked for feedback on the background color as the original color chosen is no longer available. She added the company can make the signs right away once the design is chosen. After a review, members agreed that Black-to-Brown 1-3 is the desired color. Mr. Wilson suggested they be delivered directly to Ms. Morse. Ms. Boutin noted that the church is meeting Monday and will review the design. Mr. Landry will discuss the procedure for billing with Ms. Morse, and he will discuss mounting once again with Phil Coombs of the DPW. He believes all the signs will be rear mounted except for Seminary, which will be mounted on the building and will be pre-drilled. Ms. Morse will have the final approval before any plaques are manufactured by the company.

Mr. Landry did some research, and for taxpayer funds to be utilized to purchase these plaques, a public benefit must exist. It was agreed that having these properties on the National Register and having plaques indicating such enhances the historic value of these properties to the town and the value of the Historic District overall.

Mr. Landry also requested feedback on a draft written agreement with the property owners regarding these plaques, especially with regard to maintenance. Mr. Landry read the draft agreement, and members provided feedback. Ms. Morse noted that in her discussions with the property owners, they all agreed they would sign an agreement. Mr. Landry will amend the agreement to incorporate the feedback and send it to Ms. Morse.

Grace Daley Barn Moose Plate grant: Mr. Landry stated the town should have received \$10,000 as the first payment of this grant. The timing of this renovation project is in the hands of Phil Coombs. The roofing material is still being discussed. He added publicizing the progress of this project would be valuable for the town. Mr. Bean and Mr. Wilson will be working on a plan to document the progression of the project. Mr. Landry added that in his last discussion with Phil, since the work must be done by the standards set by the Secretary of the Interior, a preservation specialist would be valuable to oversee the project.

There was a discussion about storing museum items during construction. There are some individuals who offered to store items for the Museum, but storage is a concern due to the length of the project. Mr. Landry will discuss this with Phil and involve Mr. Roy. It was noted that insurance is important.

Documentation project:

- *Peaslee Tavern:* Mr. Bean noted this report has been completed and distributed with the exception of one copy.
- *Sanborn Seminary:* Mr. Bean stated this project is being prepared to go to print.
- *Fire Station:* Mr. Bean is still working on this report.

Mr. Bean noted that the documentation for Cheney Mill has already been digitized and was given to Susan as separate files due to the file size. This was already sent to the NH Division of Historic Resources to be posted on EMMIT. There was a discussion of what resolution would work best to be uploaded to the DHR. Mr. Landry and Mr. Bean will discuss this with Megan Rupnik. Mr. Landry noted that it would be beneficial to digitally send the documentation for historic properties to the DHR to assist with nominations for the National Register. Mr. Landry added that the goal is to make this information more widely available with the help of the DHR, and the hope is to also publish this information on the town's website. Mr. Landry and Mr. Bean will discuss this.

Budget update: The proposed budget has been approved by the Selectboard and the KMBC. The Deliberative Session will be held on Saturday, 1/4/23, at Town Hall at 9 a.m.

Cemetery walk/brochure: Mr. Landry shared that the NH Historical Society is holding a workshop on Saturday, 2/25/23 at 9:30 to noon regarding creating cemetery tours. It will be held at their office in Concord and costs \$50 for nonmembers. Mr. Landry will be attending. There was a discussion of a tour versus a brochure. Mr. Landry noted this would be a good opportunity for someone who wants to take the lead on this project.

NEW BUSINESS

- Mr. Landry renewed the membership with the National Alliance of Preservation Commissions. He noted there are many informative webinars and encouraged members to join their mailing list. He added there is an upcoming webinar for design review for organizations without preservation staff that may be helpful in particular for the HDC. This class would be considered continuing education.
- Mr. Landry stated the Certified Local Government grant deadline is approaching. He added that there are mini-grants available as well, and he is going to try to obtain a mini-grant to reimburse membership costs. They offer training also. It was decided to focus on the Grace Daley Barn project before applying for a grant for another project.
- Discussion of projects for 2023: Mr. Landry handed out a list of possible projects. He asked members to think about what they feel is the most important to work on this year. Mr. Bean noted the mission/vision statements for the Commission could help guide the discussion of which projects to take on. This will be discussed at the next meeting.

HDC Updates:

Ms. Morse noted there was no meeting in January. She notified the Commission that there is a citizen's petition that proposes to refine/upgrade the wording for how committee will function. The Planning Board unanimously does not support this article. Ms. Morse will write an article for the paper to explain the HDC's opinion on this warrant article.

BOS Updates:

Mr. Wilson provided the following updates:

- There is a warrant article to change the traffic pattern around the Plains. He explained the town is divided on this issue, so the warrant article is to gauge the public's interest.
- He provided an update on the proposed development at the Sanborn Seminary site. Mr. Chinburg is working on a plan for a septic system with the capacity to serve the planned development. The town is working on a grant to assist with the cost of the demolition of the old science building; the developer will reimburse the town for any associated costs of this grant. Mr. Wilson explained that the grant guidelines outline that only towns can apply.
- He invited Commission members to attend the Selectboard's meeting on Monday, 3/27/23, to review procedures for purchase orders, among other procedural things.
- He provided an update on the scanning of town documents. Susan Ayer will be contacting departments as they come up in the queue.

Next meeting: Thursday, 2/23/23, in the library at 6:30 p.m.

MM&S: Mr. Landry adjourned at 8:01 p.m.

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 subsequent meeting in which the amendments were made.