**HERITAGE COMMISSION**

**TOWN OF KINGSTON, NH
PUBLIC MEETING MINUTES**

**Kingston Fire Department**

**December 7th, 2023, 6:30pm**

**Members Present:**

Ernest Landry, Chairman

Robert Bean, Vice-Chairman

Glenn Coppelman, Selectman’s Representative

Susan Prescott, Historic District Commission’s Representative

Eileen Clifford, Member

**Members absent:**

Charlotte Boutin, Member

**Also Present:**

Sarah Bufano, Recording Secretary

**Call to order:** Ernie Landry called the meeting to order at 6:36 p.m.

**Historic District Commission Update:**

**Acceptance of Minutes:**

A motion to approve the minutes from the October 26th meeting was made by bob Bean and seconded by Susan Prescott. Eileen Clifford suggested an amendment to the minutes. It was stated that Susan Prescott, HDC Representative, was present and Susan Ayers, Administrative Assistant to the Selectmen, was absent. However, this should be reversed. Ms. Ayers was present and Ms. Prescott was absent.

Bob Bean motioned to approve the minutes as amended and it was seconded by Susan Prescott. All in favor.

**Updates:** **Grace Daley Barn Rehabilitation Project**

 **Status/Action-Plan 2023:**

Beams for the Grace Daley Barn were delivered about a week and a half ago. The roof is to be completed next year. The goal is to finish the foundation before the ground freezes. The project is being completed by the DPW. Ernie Landry and the DPW met with the HDC at their last meeting on November 14th, 2023. Susan Prescott stated that most members of the HDC agreed to the request for a metal roof as long as a non-obtrusive color was chosen.

**Updates:** **Plains Cemetery - Celebration and Rehabilitation Work**

**Status/Action-Plan:**

Ernie Landry stated that there has been one steering committee meeting for this project. As discussed and approved at the last Heritage Commission meeting on October 26th, five books have been purchased as references on graveyard cleaning and stone refurbishing. These books are on display in the library with a sign that states, “Compliments of the Heritage Commission.” The steering committee has cleaned 80 stones, with hundreds more to do. The rest will be completed in the spring.

**Updates:** **Letters to Owners of Historic Homes**

**Status/Action-Plan:**

Bob Bean presented an example of how the letters will look when they arrive to the owners of Historic Homes. They will include a cover letter explaining what a historic home is and the next steps to take, a report of their home, and a historic image of their home. These papers will be in an envelope with the return address from the Heritage Commission and display an image of the bandstand. Most materials will be copied and printed this month with final drafts mailed to homeowners in early January. The HDC plans to send an additional letter, within a month of the Heritage Commission’s preliminary letter, to owners of Historic District 1 and Historic District 2.

**Updates:** **Valley Lane Town Forest Archaeology**

 **Status/Action-Plan:**

The site visit to the Valley Lane Town Forest is being rescheduled.

**Updates:** **Documentation**

**Status/Action-Plan:**

Walt Roy and Bob Bean have been making an effort to document historic buildings at risk of demolition, restoration, and/or deterioration. Walt Roy and Bob Bean documented the Furlong house. They are working to take pictures of the Christie house as well.

It was discussed how the 1686 House, Furlong House, and Josiah Bartlett house all have linden trees, also known as basswood trees, that were brought by Josiah Bartlett as a gift from Philadelphia. Josiah Bartlett’s son resided in the Furlong house.

**Public Comment:**

N/A

**New Business: Budget**

**Status/Action-Plan:**

The Heritage Commission requested about $3,000 for the next year. This was approved by the Budget Committee. The Heritage Commission still has funds left over from 2023.

The commission doesn’t see it necessary to submit a warrant article for money to be added to the Heritage Fund at this time.

**New Business: Historic Register Designations**

**Status/Action-Plan:**

Tramp Houses have been listed on the “NHPA Seven to Save” properties list. They suggest that it be registered as a state historical site on the state registry. To do this, the commission would likely need someone to write the request (an Architectural Historian). The commission is considering what/if any other town buildings should be added to the registry such as the Bandstand and Old Firehouse. HD1 and HD2 may be eligible for the national registry. CLG Coordinator, Brandy Loughlin, would be helpful during this process to the Heritage Commission and the Historic District Commission. It is noted that when houses are added to the national registry, no additional restrictions are placed on homeowners. Being on the state/national registry makes those buildings able to receive grants for necessary repairs. The seminary building is currently on the national registry. The commission is planning on talking to the Preservation Alliance for assistance on this matter.

**New Business: Heritage Commission Town Report Input**

**Status/Action-Plan:**

A town report is completed each year. The commission needs to submit their part of the report. In the draft, they talked about all projects completed/working on. It was noted that the Heritage Commission brought in $100,000 over their 10 years. This year marks their 10th anniversary!

**Other Business:**

**BOS/Other Town Organization Updates:**

 **Historic District Commission:**

There were no new applications for the meeting on December 6th, 2023. The meeting was canceled by Susan Prescott, HDC Chair.

 **Selectboard:**

Glenn Coppelman, Selectman’s Representative, stated that there has been one interview with another planned for the following Monday for a building inspector/code enforcement officer. They are planning on filling the position by the 1st of the new year.

**Next Meeting:** January 25th, 2023 at 6:30 p.m. at the Kingston Community Library.

**End Meeting:**  Susan Prescott made a motion to end the meeting. Seconded by Bob Bean. All in favor. Meeting adjourned at 7:51 pm.

**Minutes Recorded:** by Sarah Bufano

*Disclaimer: HC minutes are reviewed and approved (with or without amendments) at the next HC meeting. Any amendments may be found in the minutes of the subsequent meeting in which the amendments were made*