

**City of Keene**  
**New Hampshire**

**HERITAGE COMMISSION MEETING MINUTES**

**Wednesday, June 8, 2016**

**4:00 PM     Trustee's Room, Library**

**Members Present:**

Louise Zerba, Chair  
Katherine Snow  
Susan D'Egidio  
Marilyn Gemmell  
Rose Carey, Vice-Chair  
Robert O'Connor, Councilor (Late)  
Kevin Dremel (Late)

**Staff Present:**

Tara Kessler, Planner

**Members Not Present:**

Ardis Osborn, Alternate

**1) Call to Order/Roll Call -**

Chair Zerba called the meeting to order at 4:00 PM. Roll call was conducted. Chair Zerba welcomed Jonathon Foskett as a guest.

**2) Approval of Minutes – May 11, 2016**

Ms. Snow made a motion to adopt the minutes of May 11, 2016 as submitted. Ms. Gemmell seconded the motion, which carried unanimously.

**3) Notices / Communication**

**a. 99 Wyman Road & 0 Wyman Road Site Visit Update-**

Chair Zerba reported that Mr. Phippard escorted the Commission members around the property. She asked if anyone cared to express their thoughts. Ms. Snow commented that she is glad she got to see the property and that it is too bad that it has gotten to the condition it is in. Ms. D'Egidio asked about the sugar shack and other buildings. Ms. Snow replied there is one building that is salvageable, but the rest are not. Chair Zerba suggested contacting the Historical Society regarding the little shed (it sits on cement blocks) that could conceivably be moved. Ms. Kessler noted she would address this later in the meeting.

**b. Other-**

Ms. Kessler referred to Mr. Phippard's comments last month regarding the Section 106 process and when it would start (after completion of the archeological study). Ms. Kessler contacted the NH Division of Historical Resources (NHDHR) to ask when the meetings would start and if they could keep her informed on behalf of the Commission. Ms. Kessler noted that because the Section 106 review process would potentially be triggered due to impacts to wetlands on the site, the Army Corps of Engineers has designation over this. Ms. Kessler contacted Richard Kristoff at the Army Corp and he indicated that he has yet to see a formal wetland permit application

from the NH Department of Environmental Services Ms. Kessler advised the Commission that if they want to express its opinion over the loss of the structures or the project comments should be sent to the Army Corps of Engineers with a copy sent to NHDHR. This would express the local community's concern and potentially provide an opportunity to begin the local mitigation process.

Ms. Kessler spoke to Nadine Peterson (NHDHR), who suggested that having a project already identified for mitigation would be helpful. Ms. Peterson also recommended there should be a nexus between what's being lost and any mitigation. NHDHR determined the site was significant due to its ties to Keene's agricultural history and a community project relative to this might have a stronger case for local mitigation. Ms. Kessler indicated the Stone Arch Bridge would present less of a case for local mitigation (this was a suggested project from the previous meeting).

Ms. Kessler reported that she still has to reach out to Stonewall Farm, but she did speak to Alan Rumrill who noted the Wyman Tavern project would include agricultural exhibits. Mr. Rumrill indicated a possible interest in one of the structures advising that the interpretive plan for this site has yet to be completed and they are still seeking funds to support this plan. Ms. Kessler suggested this could be a project if the Commission feels it is important enough. Discussion ensued regarding the corn crib and the contractors Mr. Phippard noted were hired for the project. Ms. D'Egidio agreed to contact Stonewall Farms to ascertain if they have an interest or any projects, and to continue to work with Ms. Kessler. Ms. Kessler advised Ms. D'Egidio when talking to Stonewall Farms to let them know this is something to be explored. Ms. Kessler suggested the costs of moving the corncrib to Stonewall Farms could possibly be part of the mitigation; she also recommended conferring with Mr. Phippard prior to any discussions. Chair Zerba reminded the Commission of Mr. Phippard's comments that he wants to make it worthwhile for Re-Timber to dismantle the buildings. Chair Zerba also commented that Re-Timber is willing to document where the pieces will be going.

Another next step is for Ms. Kessler to write a letter to the Army Corps of Engineers expressing concern about the loss of these structures, if that is the Commission's wish. Commission members agreed a letter should be sent. Chair Zerba agreed to work with Ms. Kessler on the letter's composition.

Ms. Snow motioned for the Heritage Commission to authorize Ms. Kessler to compose a letter to the Army Corps of Engineers stating the Commission's concerns over the loss of these structures. Ms. Carey seconded the motion, which carried unanimously.

Chair Zerba advised caution in the wording of the letter so as not to impede the progress of the project. Ms. Kessler indicated she would share the draft letter with the Commission via email; she also noted comments should be sent directly to her. Discussion continued regarding the wetlands with Ms. Kessler explaining the process. Chair Zerba asked if the Commission should put any thought into a Conservation Easement for the hillsides and forested areas. Commission members indicated they would be in favor of this.

#### **4) Heritage Commission Action Plan Brainstorm and Discussion**

Ms. Kessler distributed copies of the "Keene Heritage Commission Implementation Strategies" she developed for the Commission. Addressing #3 under Education & Encouragement, Ms.

Kessler noted that she would ensure that links to the website are updated and that she would add information on barn easements. Ms. Carey commented that the website should be more user-friendly; she also asked if anyone was interested in reviewing the material so that it is ready when Ms. Kessler is. Chair Zerba recommended Commission members review the website/materials to provide comments at the next meeting. Ms. Carey also distributed copies of a hand-out containing information regarding the Barn Preservation Incentive and her projects reports for the Commission members to review and comment on.

Chair Zerba indicated she wanted to discuss the Sunday Social (#2 under Education & Encouragement) and deferred to Ms. Carey. Ms. Carey reported that she has no specific date, as of yet, other than August for this event. She continued, stating that it will be called "Sweet Tea" and will be an all-day fundraising event for the Sumner Knight Chapel. Ms. Carey outlined the event which will also include a history presentation (suggestions are welcomed). Ms. Carey commented it is intended to be a family day rather than just coming to sit and listen to a concert. Chair Zerba asked if Mr. Dremel's group is intending to put this all together, as it is outside the Commission's purview. Ms. Carey indicated the Keene Music Festival and the Department of Parks & Recreation would put this event together. Chair Zerba asked what the expectations from this Commission are. Ms. Carey replied that the Commission is expected to provide research for the history presentation and help with advertising, creating the flyer, writing articles for the paper, and providing light snacks for the musicians. Noting the Chapel rental is \$100.00, Ms. Carey suggested it could cost up to \$800.00 to do this event. Ms. Kessler noted the Commission has a limited annual budget (approximately \$1,200) and she also noted the Assistant City Manager/Planning Director, Rhett Lamb, has asked that a proposal be submitted in advance to ensure all the accounting is something that can be reimbursed and within the budget. Mr. Lamb also asked that alternative funding be sought out. Chair Zerba agreed she would like to see them look for alternative funding and use the Commission as a last resort. Budget discussions continued with the Commission agreeing to hold a meeting on July 13, 2016, at which time Ms. Carey will present additional information. Ms. Kessler agreed to bring more budget information to this meeting.

Chair Zerba addressed item #5 under Education & Encouragement. Chair Zerba indicated she had not seen a draft letter from Mr. Dremel. Ms. Snow said she thought this issue was put on hold. Chair Zerba said she would like to have a couple of people serve on a sub-committee to 1) create the letter if Mr. Dremel hasn't done it, and 2) prepare a list from the citywide inventory. Ms. Carey agreed to contact Mr. Dremel to see if he has completed the draft letter. Chair Zerba and Mr. Foskett agreed to work on the draft letter with Ms. Snow agreeing to help if needed. Referring to the timing column, Commission members agreed to remove "Yearly, at the same time as the tax bills". Chair Zerba indicated they would try to have something in place for the August meeting.

Ms. Kessler explained her goals and purposes for the hand-out, noting she was hoping to get to some of the things not yet discussed by the Commission. Ms. Kessler also shared an email from Nadine Peterson regarding holding a Section 106 workshop at some point taking advantage of our status as a Certified Local Government. Ms. Peterson also wrote they have chosen/asked if Keene would be willing to be one of the cities they do an annual tour of. Ms. Kessler noted she would share this email with the Commission members to obtain their thoughts on this.

Continuing her discussion, Ms. Kessler suggested the Commission think about creating a list of interested community partners and citizens with which to share information. Ms. Snow asked if the Commission could have a Facebook page through the City; this could be used to get the word out and perhaps help to create a list. Ms. Kessler will inquire as to how the Commission could have its own Facebook page. Ms. Kessler will also check to see if the Commission is on the City's subscriber list as a choice for Committees or events people want to receive information from.

Ms. Kessler referred to the hand-out noting she was hoping to get suggestions from the Commission on things they would like to add and/or further develop. Ms. Kessler outlined her goals for the last page of the hand-out (prioritization, partners, and other categories of activities). She reviewed past partners noting the Friends of Art have expressed an interest. Referring to the meeting schedule Ms. Kessler asked if this internal coordination and communication is a separate category from public outreach/projects the Commission is taking on (under other categories of activities). Chair Zerba asked for thoughts from the Commission. Ms. Carey suggested getting a list of the groups present at the Recreation Center during the last event.

Ms. Carey referred to her hand-out and the Barn Preservation Incentive noting this is something that can be adopted by the City. Ms. Kessler agreed to verify the process and whether or not this has already been adopted by the City. Chair Zerba recommended Commission members read the information and let Ms. Kessler verify the process for discussion at the next meeting.

Ms. Carey reported the City Hall display was created but didn't go up. Ms. Carey commented the Lane's seem to feel that their property is not a historic site, and the display might lead people to believe that it was. This display has been postponed until after completion of the 99 Wyman Road process. Ms. Carey is looking for new ideas for another display and a small budget to create it.

Chair Zerba commented that as it seems a July meeting is needed, she recommends continuing this discussion to the September meeting; she also recommended discussing the Sunday Social at the July meeting. Chair Zerba noted that she would not be present for the July meeting. Chair Zerba noted the homework for the September meeting is 1) thoroughly review the website and 2) thoroughly review Ms. Kessler's hand-out and come back with lots of notes. Ms. Kessler will forward electronic versions of the hand-out and diagram she and Ms. Carey created for the website content for comparison to what is there now.

With the arrival of Mr. Dremel Chair Zerba asked him for an update. Mr. Dremel reiterated what Ms. Carey had reported earlier about the timing of the Sunday Social event. Mr. Dremel noted one change from past years regarding the display - he would like to see it left in the Chapel year round. To Ms. Carey, Mr. Dremel said perhaps the Commission should talk about helping Parks & Recreation redo their brochure on the Chapel. Ms. Carey agreed. Referring to the budget Mr. Dremel agreed \$800.00 was high and he suggested perhaps \$500.00. Mr. Dremel reported the Music Festival would cover the insurance, the rental, and more advertising. Chair Zerba asked for a budget figure and Mr. Dremel agreed with the figures Ms. Carey has in her hand-out. Noting there is a standard donation, Mr. Dremel indicated expenses could be subtracted from the donations. He continued outside of the expenses the rest of the donations go to the Chapel. Ms. Kessler advised the Commission of a construction project taking place this summer at the Cemetery. Mr. Dremel indicated this wouldn't be a problem.

- 5) **Report of the Demolition Review Committee** – No discussion at this time.
- 6) **Report of the Community Outreach Commission** – Discussed under agenda item #4.
  - a. Sunday Social Update–
  - b. Notice to Owners of Buildings 100 years or older–
- 7) **Report of the Research Committee** – No discussion at this time.
- 8) **Staff Updates** – No discussion at this time.
- 9) **New and Other Business** – No discussion at this time.
- 10) **Next Meeting** – July 13, 2016 with a focus on the Sunday Social.
- 11) **Adjournment** -  
There being no further Commission business Chair Zerba adjourned the meeting at 4:53 PM.

**The next meeting will be Wednesday, July 13, 2016**

Respectfully submitted by,  
Mary Lou Sheats-Hall, Minute-taker  
June 11, 2016