



City of Keene
New Hampshire

HERITAGE COMMISSION MEETING

MEETING AGENDA

Wednesday, February 13, 2019

4:00 PM

2nd Floor Conference Room, City Hall

1. Call to Order / Roll Call
2. Minutes of January 9, 2018
3. Updates
 - a. Certified Local Government Grant Program Application for FY 2020
 - b. Commission Membership
4. Spring & Summer 2019 Workshop Series Planning Discussion
5. New or Other Business
6. Next Meeting – March 13, 2019
7. Adjourn

City of Keene
New Hampshire

HERITAGE COMMISSION MEETING MINUTES

Wednesday, January 9, 2019 4:00 PM 2nd Floor Conference Room

Members Present:

Rose Carey, Chair
Susan D'Egidio, Vice-Chair
Louise Zerba
Katherine Snow
Erin Benik
Charlotte Shuerman

Staff Present:

Members Not Present:

1) Call to Order/Roll Call -

Chair Carey called the meeting to order at 4:00 PM with the roll call.

2) Approval of Minutes – September 12, 2018

Ms. Zerba made a motion to adopt the minutes of September 12, 2018 as presented. Ms. Snow seconded the motion which carried unanimously.

3) Election of Chair and Vice-Chair

Commission members discussed the fact that three members terms have expired. Ms. D'Egidio noted the Mayor indicated members could continue until replacements were found.

Ms. Zerba nominated Rosie Carey to continue as Chair. Ms. Snow seconded the motion which carried unanimously. Discussion ensued regarding nominating Ms. D'Egidio to continue as Vice-Chair. Ms. D'Egidio said she would agree to continue until a replacement for her position was found. Rosie Carey agreed to continue as Chair.

Ms. Zebra nominated Susan D'Egidio to continue as Vice-Chair. Ms. Benik seconded the motion which carried unanimously.

At this point Ms. Benik's guest, Cauley Powell arrived and was introduced to the Commission members. Ms. Powell is interested in serving on the Commission.

4) Adoption of 2019 Meeting Calendar

Commission members agreed, by consensus, to adopt the 2019 meeting schedule, as presented, with the addition of a February 13, 2019 meeting.

5) Certified Local Government Grant Program Application for FY 2020

Chair Carey reported there are 200 barns dating 100 years or older in the City's assessing inventory. While we are writing our application for funding it has been suggested we narrow our focus for the survey. Two options include:

- Free-standing barns that still convey the historic agricultural setting
- Or an area of focus such as that within and around Washington and Court Streets

Chair Carey continued a typical barn survey would include 20+ barns. A hired consultant would conduct the survey entirely or with help from Heritage Commission volunteers. Chair Carey added there are only three or four consultants in the state. In addition, Beverly Thomas, of the NH Preservation Alliance has offered her help moving forward.

- Elizabeth Durfee Hengen, Preservation Consultant, Concord
- Mae Williams, Architectural Historian & Historic Preservation Consultant
- Rick Kipphut, Historic Preservation Consultant

Ms. Zerba read the email from Mae Williams, dated December 18, 2018 in which Ms. Williams notes her interest and suggests narrowing the scope of the survey to assist with creating a replicable survey methodology. Ms. Williams referred to the 334 barns within a one-mile radius in Keene. Ms. Williams also shared her fee for the CLG award for the Concord Study of Extant Carriage Houses & Urban Barns was \$12, 200. Ms. Snow asked how many properties were involved. Chair Carey said about 75 properties were scoped out and then narrowed down to about 20 or so.

Commission members began to discuss ways to narrow the scope of the proposal. Chair Carey advised she and Ms. Kessler had prepared a proposal for \$10,000 to \$15,000. They also had discussed the area around Washington/Court Streets as the pilot survey which could be replicated elsewhere in the City at a future date. Chair Carey said now we have to decide what we want to do; discussion ensued. Commission members agreed they would like to see a variety of barns both attached and free-standing. Chair Carey noted the purpose is to identify at-risk buildings and to know what is out there.

Ms. Zerba motioned to use the v-shaped area between Washington and Court Streets (Fuller School area). Ms. D'Egidio seconded the motion which carried unanimously.

Chair Carey reported meeting with Richard Kipphut after Christmas. She shared copies of survey forms he did over near the coast. Chair Carey reported Mr. Kipphut is excited about working with the Commission. Continuing, she noted he is only available on weekends and wants the Commission to do some of the work. Chair Carey also noted if we do not get the grant we will be looking at doing the work on our own. Chair Carey reiterated the grant application is due February 1st. She added once we get the grant we can look at hiring a consultant. Commission members were unsure if this area is Ward 2 or Ward 3.

6) 2018/2019 Workshop Series Planning Discussion

Chair Carey shared the handout for the event- Historical Foods. The second event in our 2018-19 Agricultural Series partners with Stonewall Farm. It will focus on historic foods grown locally past and present along with food tasting. The event will explore the connections between food, identity, tradition, and innovation throughout Keene's history. This workshop will be part

presentation, part food tasting, and part demonstration. Chair Carey and Ms. Shuerman met with Julie Davenson to discuss the event. Stonewall Farm will not charge the Commission for the space and will collaborate with the Commission during their Spring Event; there will be no sap gathering. The event will take place Saturday, March 30th, from 10 am - 2 pm. Chair Carey also noted this is a free event open to everyone. Chair Carey is still waiting to hear back from Julie Devenson.

What the event will look like:

- **Speakers/Displays** (Ms. D'Egidio and Ms. Benik)

Linda Stavely and her son Keith Stavely (Ms. Stavely is ill and may not participate)

Julie Devenson will also present

Frank Hunter and Kim Peavey

Susie O'Dwyer

Ms. D'Egidio will contact Hillside Springs Farms along with Frank Hunter, Kim Peavey, and Susie O'Dwyer. Chair Carey indicated she would like to see speakers on the hour for the four hour period. Ms. Snow recommended finding out the speaker's topic/dish when contacts are made.

- **Foods** (Ms. Zerba)

Keene Food Co-op

KSC Culinary students

Heritage Commission members

Keene High School Culinary students

Chair Carey noted some of the traditional foods include beans, pumpkins, seafood, meats, baked goods, and beverages such as cider and rum. Ms. Zerba said she could do beans and Ms. D'Egidio said she enjoyed working with pumpkin. Ms. Benik volunteered her husband to make chowder. Chair Carey indicated dishes should accommodate 50 to 75 heads (mini tastings).

Ms. Benik and Ms. Shuerman suggested the Chef at the Hancock Inn might be interested in speaking/preparing a dish. Both Ms. Benik and Ms. Shuerman offered to make the contact and report back.

- **Farm Produce and Products**

Hillside Springs Farms, Westmoreland

Frank Hunter and Kim Peavey

- **Advertising** (Chair Carey)

Keene Sentinel

Shopper News

Chair Carey shared the poster from the last event noting it can be repurposed for this event. Although she is willing to handle the advertising piece alone she will need help getting the posters out.

Chair Carey suggested 20 minutes for each speaker and the foods remain out the entire time. She noted the event budget is \$900 with advertising being the biggest expense. Discussion ensued

regarding set-up at the venue. There will be a February 13th meeting to firm up the arrangements and discuss the budget.

7) Commission Membership -

Commission members did discuss the current member's term expirations. Ms. Benik introduced Ms. Powell as a potential new member. Ms. Snow suggested a local realtor Christine Houston. Ms. Snow will invite her to the February meeting. Chair Carey reiterated the need for three new members.

8) New or Other Business –

1. Ms. D'Egidio reported she signed off on two Demolition Permits; a) 210 West Street and b) 115 Roxbury Street, neither of any consequence.

2. Ms. Benik discussed a recent issue at the Historic District Commission dealing with retroactive approvals. She described the recent project at the old Post Office building where the windows were replaced without going through the necessary permitting process. After providing further details Ms. Benik asked if the Heritage Commission would have approved this project. Commission members indicated they would want to know what options are available- working with the building owner, how important the appearance of the installed windows are, and if the owner could be fined.

9) Next Meeting- February 13, 2019. Chair Carey will schedule the 2nd Floor Conference Room for the meeting.

10) Adjourn – Chair Carey adjourned the meeting at 4:54 PM.

Respectfully submitted by,
Mary Lou Sheats-Hall, Minute-taker
January 10, 2019

Reviewed and edited by Tara Kessler, Senior Planner