



City of Keene
New Hampshire

HERITAGE COMMISSION MEETING

MEETING AGENDA

Wednesday, July 10, 2019

4:00 PM

2nd Floor Conference Room, City Hall

1. Call to Order / Roll Call
2. Minutes of June 12, 2019
3. CLG Grant FY 2019 Workshop Planning Discussion
 - a) August Barn Tour
4. Updates
 - a. CLG Grant FY 2020
 - b. Demolition Review Subcommittee
5. New or Other Business
6. Next Meeting – August 14, 2019
7. Adjourn

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City of Keene
New Hampshire

HERITAGE COMMISSION
MEETING MINUTES

Wednesdays, June 12, 2019

4:00 PM

2nd Floor Conference Room,
City Hall

Members Present:

Rose Carey, Chair
Susan D'Egidio, Vice-Chair
Louise Zerba, Alternate
Christine Houston (late)
Charlotte Schuerman

Staff Present:

Tara Kessler, Senior Planner

Members Not Present:

Erin Benik
Cauley Powell

1) Call to Order

Chair Carey called the meeting to order at 4:00 PM. Ms. Kessler conducted the roll call.

2) Minutes of the Previous Meeting – May 8, 2019

Ms. Zerba made a motion to accept the minutes of May 8, 2019. The motion was seconded by Ms. Schuerman, which carried unanimously.

3) CLG Grant FY 2019 Workshop Planning Discussion

a) August Barn Tour

Chair Carey reported she met with Richard Kipphut, a Historic Preservation Consultant, last week. Based on this meeting they have settled on 4 properties that have been inventoried and utilized. Chair Carey stated that Mr. Kipphut would like the Commission to research these properties and then submit this information to him. She stated that Mr. Kipphut is requesting the Commission go to the Historical Society and locate any historic pictures or stories. The first property discussed was the barn at the Christian Science-building, located at 74 Washington Street. Chair Carey reported that the event will begin with a discussion that will be held at the Unitarian Church. She noted that Mr. Kipphut will present a brief narration about the building.

Chair Carey stated the tour route will go up Washington Street until 196 Washington. She noted there are several homes on Washington Street that have a rich history.

Vice Chair D'Egidio asked if the Commission would cover the carriage house at 124 Washington. Chair Carey stated that Mr. Kipphut does not want to inventory the property but is very interested. He has requested the Commission collect a history on the property so he is able to present a short narration about the property.

The Commission agreed to assign research of the following properties as follows:

- Ms. Zerba assigned to research 74, 163 and 124 Washington
- Ms. Houston assigned to research 127 and 82 Washington
- Vice Chair D'Egidio assigned to research 112 Washington
- Ms. Schuerman assigned to research 196 Washington

Chair Carey asked the Commission to write a short narrative for Mr. Kipphut about each of these properties and complete it by July 15th. Mr. Kipphut will present at the Unitarian Church where he will talk about all of these properties and then lead the tour up Washington Street.

The Commission then discussed advertising for the event. Ms. Kessler stated that the Commission could use as many of the channels that have been used in the past in addition to the free advertising. She stated the free advertising includes the Community Calendars in the City, Chamber of Commerce Community Calendar, Cheshire TV, local radio, Arts Alive, City Facebook Pages, Sentinel, Monadnock Shopper and statewide community calendars.

Chair Carey asked the Commission to discuss what the event should be called. Ms. Kessler noted the name would have to tie in to the agriculture theme for which they received the grant. The Heritage Commission agreed to call the event "The Urban Barn Tour".

Ms. Kessler stated the Commission discussed an honorarium for the speaker (Mr. Kipphut). She confirmed the Commission could move forward with an honorarium.

Ms. Kessler recommended the Commission vote on an amount for the honorarium. After a brief discussion Chair Carey asked for a motion.

Ms. Zerba made a motion to authorize Chair Carey to initiate an amount up to \$800 for the honorarium for the Urban Barn Tour. The motion was seconded by Ms. Houston, which carried unanimously.

The Committee agreed that the Urban Barn Tour will start at 10:00 AM and end at 12:00 PM. Water will be provided but no refreshments.

Ms. Carey reported that the NH Preservation Alliance would like permission to setup a table at the event.

4) Proposed Inventory of Vacant, For-Sale Historic Homes Discussion

Chair Carey explained that she proposed this concept because there are 3 homes on Court that are vacant on the market. She asked if the Commission would like to inventory these homes while they are empty as part of the ongoing work of the Commission. Ms. Zerba volunteered to inventory one of these homes over the summer. Ms. Houston reported that she is the listing agent for 303 Court Street and that the home is not vacant. She stated that she has pictures of the home that she has taken.

Chair Carey recommended the Commission contact the Realtor of these properties to setup an appointment in order to view the property and to get as much history about the property.

5. Updates

a. CLG Grant FY 2020

Ms. Kessler reported the City found out this past week the Commission has received a grant in the amount of \$15,000 for inventorying at-risk barn structures. Ms. Kessler stated the grant will be used to hire a consultant to do the work. Chair Carey offered that there is one historian in the NH who has done this work previously. Her name is Mae Williams. Ms. Kessler reported that Ms. Williams is a Historic Research Consultant and has done something very similar in Concord, NH.

Ms. Kessler will be processing the grant in the next week in order to get ready for the next year.

b. Historic District Commission Resource Ranking Effort

Ms. Kessler stated that Marri Brunner, the staff liaison for the Historic District Commission is looking for volunteers. Ms. Zerba and Chair Carey have volunteered to assist with the HDC resource ranking. Ms. Kessler stated the Ms. Brunner will contact them when she is looking to convene this effort.

c. Commission Annual Report to City Council Planning Licenses and Development Committee

Ms. Kessler reported this will be rescheduled with the PLD Committee and will need to hear from the City Clerk on the next available date.

d. Demolition Review Subcommittee

Vice Chair D'Egidio reported a demolition would take place at 680 Court Street. She stated the house was built in 1960 and the lot will be used to update the veterinary office located next door.

With no further comment, Chair Carey reported that Kellie Ballard will not be joining the Commission. She noted there is one vacancy available on the Commission.

1) Next Meeting: July 10, 2019

2) Adjournment

HC Meeting Minutes
June 12, 2018

Hearing no further business, Chair Carey adjourned the meeting at 4:42 PM.

Respectfully submitted by,
Jennifer Clark, Minute Taker

Reviewed and edited by,
Tara Kessler, Senior Planner