



Heritage Commission

Wednesday, November 8, 2023, 4:30 PM

2nd floor conference room, City Hall
3 Washington St, Keene, NH 03431

AGENDA

- I. **Call to Order – Roll Call**
- II. **Approval of Previous Meeting Minutes**
September 13, 2023 – Workshop & Regular Meeting
- III. **2024 Meeting Schedule**
- IV. **Demolition Review Committee**
- V. **2021 CLG – Italian Neighborhood Heritage Project**
- VI. **2022 CLG – Recovering Black History in Keene Project**
- VII. **Staff Updates**
- VIII. **New Business**
- IX. **Next Meeting – December 13, 2023**
- X. **Adjourn**

1 **City of Keene**
2 **New Hampshire**

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5 **HERITAGE COMMISSION**
6 **MEETING MINUTES**
7

Wednesday, September 13, 2023

4:30 PM

**2nd Floor Conference Room,
City Hall**

Members Present:

Cauley Powell, Chair
Molly Ellis, Vice Chair
Marilyn Huston
Louise Zerba, Alternate
Rose Carey, Alternate

Staff Present:

Evan Clements, Planner
Will Schoefmann, GIS Technician

Members Not Present:

Erin Benik
Brian Lee
Julie Emineth
Susan DeGidio, Alternate

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10 **1) Call to Order – Roll Call**

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12 Chair Powell called the meeting to order at 4:38 PM and called roll.

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14 **2) Approval of Previous Meeting Minutes – August 9, 2023**

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16 Revisions: First, the minutes should show that Rose Carey made the motion to approve the
17 minutes. Second, line 122, change “ne” to “be.”

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19 A motion by Ms. Carey to approve the August 9, 2023 minutes as amended was duly seconded
20 by Ms. Zerba. The motion carried unanimously.

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22 **3) 2021 CLG – Italian Neighborhood Heritage Project**

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24 The Board heard this agenda item after the next agenda item.

25
26 Mr. Schoefmann said he communicated with Brandee from the NH Division of Historic
27 Resources (DHR) and submitted a reimbursement request for the GIS consultant. The State is
28 waiting to see some proof of concept for what the Commission has been working on. Mr.
29 Schoefmann told the State that in October, they should receive a more formalized version of
30 what he was about to show the Commission. He told the State that some aspects would be

31 updated over time to incorporate more of the materials and research collected. Ms. Carey would
32 be helping Mr. Schoefmann to complete some of this work.

33
34 Next, Mr. Schoefmann displayed the project's story map website and walked the Commission
35 through it. The main "buckets," or components, that the story map included were: families and
36 culture, education and faith, industry, agriculture, and food, recreation and nature, crowdsourced
37 data collection, and thank yous. The Commission agreed that the website looked really good and
38 thanked Mr. Schoefmann for his hard work on it. The hover captions were ideal, and Mr.
39 Schoefmann said he would try to convert the remaining handwritten materials into captions.
40 There are still some more images to add. He showed the Commission one of the video clips
41 included. Mr. Schoefmann and Ms. Carey would continue working together to best determine the
42 most effective way to display the "then and now" photos. There were some challenges with the
43 number of photos allowed for upload, which Mr. Schoefmann was looking for a way to alter. He
44 showed how a user could navigate the map features of the site. He also noted that Mr. Lee had
45 edited the video clips to be published to the City's YouTube channel; the videos would remain
46 unlisted until the story map website is published. Once the site is up and ready, Mr. Schoefmann
47 suggested cross-linking with the City's website to have a greater reach.

48
49 Mr. Schoefmann did not think he needed any additional support from the Commission to wrap
50 this up. The Commission agreed that they should still create a teaser video, which Mr. Lee might
51 be able to work on. The Commission agreed that Mr. Schoefmann's work was excellent and very
52 engaging. Mr. Schoefmann felt some pressure to do right by all the residents who gave their
53 time, stories, and materials for this project. Mr. Schoefmann will distribute the site link to the
54 Commission when it is ready to go live. The Commission could review the site further at the
55 October meeting. The Commission was ready and willing if Mr. Schoefmann needed more help
56 to wrap this up.

57
58 Chair Powell wondered if there was pressure from DHR. Mr. Schoefmann did not think so. He
59 explained to DHR that the hired consultant's job was essentially done. The consultant created
60 this story map platform that Mr. Schoefmann had been able to work on.

61
62 **4) 2022 CLG – Recovering Black History in Keene Project**

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64 Chair Powell felt that the training with Jenna Carroll of the Cheshire County Historical Society
65 was very informative. The Chair said she was not left with any questions, and she was excited to
66 review the materials Ms. Carroll provided. Mr. Clements would get the link to the Google form,
67 the YouTube video, and the presentation from Ms. Carroll and share them with the Commission.
68 Ms. Huston asked if the list of names was people who had been identified in Keene so far and
69 Chair Powell said yes. Chair Powell thought the Commission was getting acclimated to this
70 project. It would be good for the Commissioners to familiarize themselves with the list of names.
71 A meeting with the project consultant would help to assign tasks and ensure the Commission is
72 not doing redundant work.

73

74 Mr. Clements mentioned that he spoke with Kabria about staying involved with her process. She
75 has four graduate students working on this and they meet twice per month. Mr. Clements would
76 sit in on one of those monthly meetings so he can provide regular updates on their work to the
77 Commission.

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79 **5) NH Preservation Alliance – Membership Renewal**

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81 Mr. Clements received a letter from the NH Preservation Alliance in August, reminding the
82 Commission that its membership expires in November. The 12-month organizational
83 membership is \$60 and includes a physical copy of their newsletter.

84

85 A motion by Chair Powell to renew the Commissions NH Preservation Alliance membership
86 seconded by Ms. Carey, passed unanimously.

87

88 **6) Staff Updates**

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90 Included in the meeting packet was a letter sent to most of the City's boards and commissions.
91 The NH Department of Transportation (DOT) started preliminary design work at Rt-101 and
92 Swanzey Factory Road, and they are exploring a few alternatives. The letter included a map
93 showing the various potential layouts. A few of the proposals are very close to the Stone Arch
94 Bridge. Mr. Schoefmann learned the morning of this meeting that the City Engineer, Don
95 Lussier, had already provided feedback to the State on the City's preferences. If any
96 Commissioners have feedback or questions, they should send those notes to Mr. Schoefmann and
97 Mr. Clements, who would share those details with the City Engineer. Mr. Clements said he and
98 Mr. Schoefmann would keep an eye on the project as it moves forward.

99

100 Mr. Schoefmann explained that the preferred design the City submitted to the State was the blue
101 area on the included map, which is an expanded corridor shifted eastward, as opposed to crossing
102 the Brook anywhere near the bridge. The City's preference was for DOT to *not* build a bridge
103 that they would hand over to the City to maintain. The City Engineer recommended that the State
104 stay away from the Stone Arch Bridge, which Mr. Schoefmann thought aligned with what most
105 of the City's public bodies would favor. Commission discussion ensued while looking at the
106 provided map.

107

108 Chair Powell thought the Commission's interest had always been to protect the Stone Arch
109 Bridge, which did not sound like it would be at stake. With all the work underway on the bike
110 path in that general area, this was welcome news. Mr. Schoefmann had a feeling that the State
111 was still working through all its design options. Mr. Schoefmann and Mr. Clements would keep
112 the Commission aware of any further details.

113

114 **7) New Business**

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116 None was presented.

117

118 8) **Next Meeting – October 11, 2023 at 4:30 PM**

119 9) **Adjournment**

120

121 There being no further business, Chair Powell adjourned the meeting at 5:07 PM.

122

123 Respectfully submitted by,

124 Katie Kibler, Minute Taker

125 September 19, 2023

126

127 Reviewed and edited by,

128 Evan J. Clements, AICP - Planner



HERITAGE COMMISSION

2024 Meeting Dates

All meetings are on the 2nd Wednesday of the month,
at 4:30PM

Wednesday, January 10

Wednesday, February 14

Wednesday, March 13

Wednesday, April 10

Wednesday, May 8

Wednesday, June 12

Wednesday, July 10

Wednesday, August 14

Wednesday, September 11

Wednesday, October 9

Wednesday, November 13

Wednesday, December 11

Meetings dates & times are subject to change