



## **Heritage Commission**

**Wednesday, June 8, 2022, 4:30 PM**

2<sup>nd</sup> Floor Conference Room, City Hall  
3 Washington St, Keene, NH 03431

## **AGENDA**

- I. **Call to Order – Roll Call**
- II. **Minutes of Previous Meeting – April 13, 2022**
- III. **2022 Grant**
- IV. **Neighborhood Heritage Project Update**
- V. **Next Meeting – July 13, 2022**
- VI. **Adjourn**

1 City of Keene  
2 New Hampshire

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5 HERITAGE COMMISSION  
6 MEETING MINUTES  
7

Wednesday, April 13, 2022, 2022

4:00 PM

Council Chambers,  
City Hall

Members Present:

Cauley Powell, Chair  
Councilor Gladys Johnsen  
Rose Carey  
Louise Zerba, Alternate  
Brian Lee

Staff Present:

Will Schoefmann, GIS Technician

Members Not Present:

Erin Benik  
Susan DeGidio, Vice Chair

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10 **1) Call to Order**

11  
12 Chair Powell called the meeting to order at 4:11 PM.

13  
14 Hannah Landry, Allison Berkshire and Dan P were present as guests from Keene State College.

15  
16 Mr. Schoefmann announced Ms. Zerba as a full member for the meeting.

17  
18 **2) Minutes of Previous Meeting – February 9, 2022**

19  
20 Ms. Carey made a motion to accept the minutes of February 9, 2022 as presented. Chair Powell  
21 seconded the motion, which passed unanimously.

22  
23 **3) New CLG 2022 Grant Discussion**

24  
25 Chair Powell stated the Division of Historical Resources (DHR) reviewed their LOI and  
26 provided feedback. Starting with the indigenous site, they are not interested in funding physical  
27 materials like site signage but are willing to consider funding for the event and honorariums for  
28 speakers and experts. She added that the project isn't a huge price and if they chose to pursue it  
29 independently outside of a CLG cycle, it would be feasible; however it doesn't make sense to  
30 move forward with the project under the grant at this time.  
31

32 Chair Powell reported that the Mill project was well received but DHR wanted more  
33 information, so she connected with Ms. Carey to come up with a numbered value of the mills  
34 and get specific as a part of the application. Ms. Carey compiled information from a community  
35 wide survey that reflected the mills.

36  
37 Chair Powell stated the recovering black history project was also well received and the DHR was  
38 excited about it. She went on to state that they can only move forward with one project so the  
39 commission now needs to vote on which project they want to submit, and then finish the larger  
40 application for a May submission.

41  
42 Ms. Zerba asked about the Italian Neighborhood project. Chair Powell stated that project was in  
43 last year's cycle so they already have the money for that, they are just focused on the volunteer  
44 time to make the match. She added that for the Mill inventory she reached out to Preservation  
45 Company but they could not provide a quote without more information. For the recovering black  
46 history project she reached out to a couple academics and received two quotes, which were in the  
47 \$20,000 range.

48  
49 Ms. Carey asked about the mill project and what that will consist of, such as the history or  
50 architecture of the mills. She added that the barn inventory was not an in-depth inventory, it was  
51 more looking at what was still existing and a bit of history. Chair Powell stated it will be for  
52 them to decide what they want it to consist of. There was short discussion about needing to find  
53 out the parameters are for a 100% covered inventory with regards to the grant.

54  
55 Brian Lee arrived at 4:19pm.

56  
57 Chair Powell stated, with regards to the recovering black history project, there is already  
58 infrastructure in place and the commission's contribution would be doing research and looking at  
59 census and data records and other information that experts would then interpret and use to  
60 develop educational outreach materials. She added that for the above reasons the project is time  
61 sensitive and stated she is personally leaning towards choosing it for the grant because they can  
62 always go back to the mills project in another cycle. Ms. Carey stated she is inclined to choose  
63 that project as well because it's fresh and new and stated with the mill project they have quite a  
64 bit of documentation already and might be duplicating. Councilor Johnsen stated it would be a  
65 wonderful project and there's so much more they can do than Jonathan Daniels. Mr. Lee agreed  
66 and stated it's something people from all generations can benefit from.

67  
68 Ms. Carey asked about the specifics that they'd be looking into with the recovering black history  
69 project. Chair Powell stated they would schedule a training with Jenna Caroll of the Cheshire  
70 County Historical Society who has already started a list with Jan Manwaring. The commission  
71 would join them in their efforts and pull certain items from records to enter raw data into a  
72 spreadsheet. She added that they will be partnering and supporting with this project but will have  
73 their own goals for the grant.

74

75 Ms. Carey made a motion for the commission to submit a formal application for the recovering  
76 black history project. Councilor Johnsen seconded the motion, which passed unanimously.

77

78 Councilor Johnsen stated she is very excited about this project. Chair Powell stated she hopes  
79 they can get other boards and committees in Keene on board as well.

80

81

82 **4) Neighborhood Heritage Project Update**

83

84 Mr. Schoefmann stated the website submittal form is live. As a recap, he stated the intent of the  
85 project was to get a crowdsourced application that's map based for folks to do an initial submittal  
86 for the commission to gather data and information. He went on to state that as they've explored  
87 the project and understood the different roles that technology can play, they realized it wasn't  
88 going to be one application where you submit and see all the information. They want to use it to  
89 gather contact information and then if they have more information they can then curate and help  
90 that submittal process. He stated they can then have a showcased story map as the deliverable.

91

92 Mr. Schoefmann stated Chair Powell did a test run and you can see her submission. He  
93 mentioned that there's a back side of the application with a dashboard set up and there's  
94 currently limited information because they need to go in and make sure people are submitting  
95 appropriate information. He has a meeting with the consultant tomorrow to get familiarized with  
96 the dashboard side where they will manage all submissions. Right now the application does show  
97 a star with brief snippets of information so people can see what's going on. Mr. Schoefmann  
98 showed the group and explained that they enlarged the outline to include folks who lived near the  
99 Italian neighborhood area. He stated they got the consultant some historical maps and showed  
100 those to the group. He reminded them that they can add a story no matter what base map is  
101 pulled up. He also mentioned that the goal is to grab stories from people and create a story map.

102

103 Ms. Carey stated the NHDHR recognized the neighborhood of Island and Pearl Street and it was  
104 determined eligible by the National Park Service in 1978.

105

106 Chair Powell stated she did an interview with John DiBernardo and now needs to coordinate  
107 with Mr. Schoefmann on how best to get that information transferred. She inquired about being  
108 able to see photos and Mr. Schoefmann stated they will work on making that a feature.

109

110 Ms. Carey stated there are mills in the area and there may be pictures if they want to include  
111 those.

112

113 Mr. Lee asked, when someone submits a story, if their personal information is for internal use  
114 and Mr. Schoefmann yes, it will only be for internal use and what will show up on the main  
115 screen is the story and date, and possibly the attachment.

116

117 Chair Powell asked about story map development. Mr. Schoefmann stated there's an initial phase  
118 where they push the submittal form out and create awareness for the tool, gather information and  
119 input that into the dashboard side for the people they interview. Then the second phase will be  
120 going through all of the information, and the final phase will be taking the quality information to  
121 the story map tour, which will be like a virtual walking tour.

122

123 Chair Powell asked if the story map piece is what they promised to deliver for the grant and Mr.  
124 Schoefmann stated he will double check on that.

125

126 There was short discussion about using video and audio, or one form of media only. There was  
127 mention of doing a YouTube. Chair Powell talked about the interview she did and reminded  
128 everyone that it's important to keep track of their hours and send them to Mr. Schoefmann for  
129 grant purposes. Mr. Schoefmann stated hours and date and times would be great if they have that  
130 information.

131

132 Mr. Lee asked if there's any releases for submittals. Mr. Schoefmann stated he will look into that  
133 and Chair Powell stated they could put a starred clause about permission to use photos and  
134 information.

135

136 Chair Powell asked for help on the draft website and Mr. Lee stated he is happy to help. She  
137 suggested doing a YouTube video tutorial on how to use the application and Mr. Lee stated they  
138 could even show a screen recording of someone completing it. He mentioned that the barn  
139 presentation was recorded and edited so he can put that on website as well.

140

141 Chair Powell suggested they create a working group for in between meetings. Short discussion  
142 ensued and Mr. Schoefmann stated the group will need to be 3 or less people. Chair Powell,  
143 Councilor Johnsen and Mr. Lee stated they would be involved in the working group.

144

145

#### 146 **5) Section 106 Invitation**

147

148 Mr. Schoefmann stated there's a telecommunications towers on a college building, the science  
149 center specifically, that the commission needs to review. He stated they can provide any  
150 feedback to the applicant, which will then be sent to the state and the Planning Board. He added  
151 that their feedback does not bind the applicant.

152

153 Ms. Zebra suggested they hold the same conditions of screening as they did for the hospital site  
154 they reviewed in the past. Ms. Carey stated this one is a little different because the tower is  
155 located where it's not visible from the front of building, but will likely be visible on Blake Street.  
156 Mr. Schoefmann stated the back side of building is screened by the TDS building.

157

158 Chair Powell stated the goal is to minimize visibility of the tower, so maybe they could suggest  
159 colors/paint that closely matches the aesthetic of the rest of the building. Ms. Carey stated, for

160 the equipment on the roof, if painted a sky color, are often nicer than if painted the color of the  
161 building. Chair Powell stated maybe side of the building equipment can be camouflaged and then  
162 the roof equipment can be the sky color. Mr. Schoefmann clarified that they suggest the roof  
163 equipment would be painted a light grey color and the side be a red color that camouflages with  
164 the rest of the building.

165  
166 Chair Powell made a motion to suggest that the applicant be mindful of the surroundings of the  
167 building and try to camouflage as appropriate the various equipment to the building, sky and  
168 trees that might be also placed there. Mr. Lee seconded the motion, which passed unanimously.

169

170 **6) Meeting Scheduling Discussion**

171

172 Chair Powell brought up meeting scheduling and asked to discuss the best time for the  
173 commission to meet. Councilor Johnsen stated she's usually at City Hall at 4:15pm. There was  
174 general agreement that 4:30pm works better.

175

176 Chair Powell made a motion to change the regular HC meeting time to 4:30pm. The motion was  
177 seconded by Ms. Carey and passed unanimously.

178

179 **7) Next Meeting – May 11, 2022**

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181 **8) Adjournment**

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183 There being no further business, Chair Powell adjourned the meeting at 5:06 PM.

184

185 Respectfully submitted by,  
186 Nicole Cullinane, Minute Taker

187

188 Reviewed and edited by,  
189 Will Schoefmann, Community Development Staff

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