

Exeter Heritage Commission
Minutes Approved as Presented, August 10, 2011
Wheelwright Room, Exeter Town Offices
July 13, 2011

Call Meeting to Order

Members Present: John Merkle, Mary Dupré, Peter Smith, Peter Michaud,
and Julie Gilman

Chairman, John Merkle, called the meeting to order at 7:02 p.m. in the
Wheelwright Room of the Exeter Town Offices.

1. Approval of the minutes of June 8, 2011.

The minutes were tabled to next month for approval.

**2. Follow up discussion regarding Form-Based Codes as an option in lieu of
expansion of the Historic District.**

John Merkle wrote a letter to the Economic Development Committee (EDC) regarding the Heritage Commission's support of pursuing Form-Based Codes (FBC). Julie Gilman made the suggestion to have a combined meeting between the Heritage Commission, the EDC, and the Planning Board to discuss FBC in more detail. The Board compared the current system with FBC, pointing out how the zoning would be used in a different manner. Ms. Gilman stated that someone from the Rockingham Planning Commission is scheduled to meet with the Planning Board to discuss this option in more detail. If the Planning Board decides to adopt FBC, the Town would need to vote it in. Peter Michaud suggested having Alan Manoian hold a public session for the Town to best present the concept. Mr. Merkle explained that if FBC is not pursued as an option, the Heritage Commission should pursue another option such as the expansion of the Historic District in order to protect the area of Portsmouth Avenue.

3. Follow-up discussion on possible changes to the demolition review ordinance.

After reviewing the changes to the Demolition Review Ordinance, the Heritage Commission agreed that the changes would allow for a more reasonable timeline regarding demolition reviews. Peter Michaud made a motion to forward the Heritage Commission's suggested revisions to the Zoning Ordinance Review Committee, Peter Smith seconded: Vote unanimous.

4. Update on the status of the Certified Local Government grants for a town wide mapping survey and the survey for the Winter Street cemetery.

Julie Gilman announced that the Heritage Commission was awarded \$12,800 for the completion of the Town Wide Mapping Survey. The deadline for completion is one year. Although the grant has yet to be signed by the Governor and Council, it was recommended to begin a draft RFP for the project. Peter Michaud volunteered to write a first draft before the next meeting for review. Julie Gilman stated that a member of the Economic Development Committee requested to write a press release for the grant.

5. Update on the status of the survey for the Winter Street Cemetery.

Prior to the meeting, Peter Michaud provided a draft RFP for the Winter Street Cemetery for the Board to review before sending out. Based on the notes from the previous meeting, Mr. Michaud added the following to the RFP: a description of the cemetery, a note stating that site visits are encouraged for applicants on their own time, and applicant requirements to include a scope of work for the project, a copy of the consultant's resume, three references, and a list of three similar projects. Julie Gilman suggested to add a priority for response time and price. In order to submit the RFP in time, the finished RFP needs to be mailed out and sent digitally before the end of the week. Mr. Michaud also suggested contacting several consultants by phone, as well as posted online and published through the newsletter. The deadline for responses will be July 29th and the decision will be made within the first week of August. Julie Gilman and Peter Michaud agreed to participate as the interviewing committee. Once the project is awarded, the firm will have around one month to complete the work.

6. Demolition request updates.

John Merkle stated that 64 Columbus Avenue, the property last reviewed by the Demolition Review Committee, has been taken care of and does not require additional action.

The Heritage Commission began a discussion on the Reedy Farm Property. Although the Board has not received anything formal on the property, the Economic Development Committee held a meeting on the topic and there is confusion on whether or not the Planning Board approved the project. At a previous meeting, a representative of the property offered the Heritage Commission the chance to preliminarily walk the property. It was agreed that if the offer is still available, the Board should be proactive and contact the owner. John Merkle agreed to contact that person and try to set up a meeting within a week.

Another property discussed was the Eventide Property. Currently, there is no plan to demolition any part of the building. The Board discussed the different property uses being considered at this time.

John Merkle stated that another request has come in regarding a garage on Lincoln Street. The property is owned by St. Michael's and the plans are to demolish and rebuild a portion of an existing building. The proposed design was approved and a roof demolition has already occurred. The Historic District Commission requested a formal response from the Heritage Commission regarding the

demolition. It was agreed to allow each member to visit the property on their own time and to investigate further if necessary.

The Heritage Commission discussed the current status of 89 Front Street.

7. Update and discussion concerning other properties at possible risk.

The Board discussed the current status of the Fogg-Rollins House. Peter Smith stated that the property has already had six viewings but it may be difficult to sell due to the deed requirements. Many of the historical items throughout the house have been moved to various locations for display.

8. Other Business.

Peter Smith announced that Exeter High School Alumni Association is holding a golf tournament on Friday, July 29th.

Julie Gilman motioned to adjourn, Peter Smith seconded: Vote unanimous.

Chairman John Merkle adjourned the meeting at 7:40 p.m.

Respectfully Submitted,

Gillian Baresich
Recording Secretary