

Exeter Heritage Commission

April 18, 2017

Draft Minutes

Members present: Pam Gjettum, Julie Gilman, Kelly Bergeron, Dave Sharples, Town Planner

Pam Gjettum called the meeting to order at 7:00 pm in the Wheelwright Room in the Exeter Town Office Building.

Business: Dave spoke about the Winter Street Cemetery LCIP Grant and he handed out paperwork on the cemetery restoration RFP revised conservation proposal, prepared by Francis Miller, Conservator. Dave stated that this is the proposal from Mr. Miller after he had spoken with the commission. After receiving this proposal, Dave stated that he sent it to LCIP because it was different from what the grant was going to do because it includes planning and assessment on the cemetery. They said the board needs to approve this. Dave stated that it went to the April 3rd Board of Directors and they approved it. Dave then stated that he had a couple of questions and sent them to Jenna Lapachinski. Jenna responded by e-mail as to what she needs.

- 1) Copy of the selected contractors proposal for the planning portion of the project. This will allow them to review the assessments for compliance with LCHIP's planning requirements.
- 2) Copy of the physical work that will be done to the grave markers and cemetery. This will be reviewed by LCHIP and DHR for compliance with the standards.

Dave then stated that Francis Miller stated that he will do this work for nothing. Kelly stated that this work has already been done and perhaps he is just reviewing what is already there to maybe get a sense of the scope of it. Julie then stated that he has already been there and he is one of the only contractor who actually walked it before. Dave stated that there was some indexing done and he has a copy of all of that. Dave then asked if the commission wanted to give him a date and time to do walk it. Pam then stated that she is not sure what he would see that is different since the time he originally walked it. Dave then stated that he wants to walk the cemetery with the commission because he has not done that yet. Julie stated that he might from this see if the commission has particular interests in like he talks in the paperwork about material types. Pam then stated that she thinks part 1 might be part of this, which is the general cemetery assessment. Dave stated that he is doing a general cemetery assessment and then he wants to do a grave mark assessment. Dave asked if the commission knew of anyone that could be a valuable local resource. Julie stated that Judy and Geoge Dufour have done this in the past and have some experience as to what the treatments were back then. Dave then asked about community volunteer workshops. Julie stated that she is excited about this. Dave asked about advertising for this to get volunteers. Julie stated that she would like to take a model from the Conservation Commission that seems to have some staff that can do this. They have several programs and are able to get the word out. Julie stated that they have outlets like the museum that would want to have a part in this and put their name on something. Julie stated that she has already mentioned this to them because she is on their Board of Governors. Kelly then asked about the SOS group. She was wondering if they would be interested in contributing to the cemetery. Pam then stated that she did not think so, but she would bring it up to them because it never hurts to ask. Pam then stated that all of the DAR are elderly and not sure if any of these ladies could last a whole day. Julie then stated that they could definitely do something with the newspaper as soon as they have picked a date. Pam stated that

if they pick a date, they should tell the DAR because this is something that they want. Julie stated they should pick a date far enough out so that the advertising could go out.

Dave then stated that this is a go. 1,2 and 3 is free. What is being done is a general cemetery assessment, grave marker assessment and any volunteer workshop. Up to this point, the cost is about \$7,000 out of the \$21,000. The commission is good with this. Dave then stated that the rest of this is to do gravestone repairs, and this is the scope of work that Francis Miller is proposing. Dave stated that based on this meeting, he will have him write it up as yes, this is a go. He will write up the scope of work he will be doing and it will be sent to LCIP for their approval and then we will sign a contract with him.

Julie stated that she had a question. She stated that LCIP gave them the extra funding in case there is archeology sensitivity. Who is going to check that sensitivity because this is a cemetery. Dave stated that this was a good question. Dave stated that generally DHR are the one who flag it for sensitivity. Dave stated that Jenna Lapachinski in her e-mail stated that she will be out of the office May 8-24th. If he gets her the scope of work next week, she will review it and sent it over the DHR before she leaves. If not, it will not be reviewed until she is back in her office at the end of May. Dave then stated that it was good that he was able to meet with the commission tonight. He then stated that she blessed the proposal as he wrote it and he will put it up in a contract. Francis told Dave that he is looking to start this around July or August. Dave will reach out to him to find out if he wants to do the walk. Julie asked if the medal sign was the LCIPs project sponsored by LCIP funding. Dave said that it was. He was sent a signage agreement, signed it and sent it back. The sign will be dropped off and Dave will get it installed.

Pam asked if the commission had anything else they wanted to discuss. Julie stated that they need to plan out the walking Exeter tour with filming. She will look into this.

With no further business, meeting adjourned at 7:30 pm.

Respectfully submitted,

Elizabeth Herrick
Recording Secretary