

Heritage Commission
November 16, 2022
Draft Minutes

Members Present: Julie Gilman, Select Board Rep., Jay Myers, Chair, John Gruter, Planning Board Rep., Pam Gjettum, Maura Fay, Treasurer

Call Meeting to Order: Jay Myer, Chair, called meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Office Building.

Business: Jay said there are several bullet items on the agenda. Jay thanked Julie for the packet of information she passed out to the board member.

Julie said in the Master Plan and Mission Statement she does not recall if Jay was talking about the new Master Plan or the newest version of it.

Jay said that Bill Campbell had prepared some work on this after the August meeting and Jay had it there for him to share this and Jay does not recall what the commission's direction was with this. Pam said she wrote it down because she knew she would not remember it. We are supposed to manage, recognize and protect historical and cultural resources of the town. Jay said that this statement is coming from the Master Plan from 2018 and this is a ten year plan.

Jay said it was in question that there was not a mission statement and Julie said the Mission Statement is in the Zoning Ordinance Chapter 5.

Julie said it would be nice to get some town support to help us with identifying potential funding sources.

Update on the waterfront commercial Historic District and National Registry Survey and when we were talking about what we were going to do with the next round of CLG Grants, that is what we wanted to do because in the Zoning Ordinance it includes properties that no longer exist or have changed a lot.

Julie thinks they should bring in the Town Planner because it refers to the lead which to be determined and she does not know who to bring in to talk about the process of going forward with the making of the ten year plan. Julie said this is a mid level project so there is no immediate rush.

Jay said he thinks this was in the minutes in August, item 3 on page 46, resources for a new staff person to support Historic District Commission, Heritage Commission with Historic Preservation actions as a short term goal. He then asked what do we need to do in order to meet this?

Julie said we need to advocate for it at budget time.

Jay said action items on this would be to prepare for a budget proposal for 2024 and in the meantime identify some models for job descriptions.

Julie said in 6A is where you get into the town hall business. Julie then said that in the pile of papers she handed out is the application to the New Hampshire Preservation Alliance. Julie said one of things we want to do is make the town hall more user friendly. If we apply through this, we can get \$4500 but we have to match it.

Julie then asked Jay if the commission wants to be the lead on this and if so, authorize herself or the Town Planner to sign necessary documentation.

Jay asked, if we are not the lead, who would be? Julie said it could be the HDC or the Arts Committee or the Select Board. Julie said she thinks it is appropriate for the commission because that is what we are all about and this application is important for future planning. Julie also said that it is not as hard as it looks.

Jay asked what the deadline was for the LCHIP Julie said from the top of her head, she does not remember.

Julie said the money for these kinds of surveys comes from LCHIP to the National Preservation Alliance. She said it would make it a little easier for any future LCHIP Grants.

Jay asked if the Preservation Alliance had a deadline and Julie said they have a rolling one. Every month they go through applications and the next one is December 13th.

Julie said the Chair of the Arts Commission Tony is happy to help work on this.

Julie then made a motion to apply to the National Preservation Alliance Assessment Grant Program for a historic building survey and to authorize the Town Planner and myself to sign any documentation. John seconded.

Maura said this does not commit us to anything. This would be the survey we choose to use as we decide and get to that point.

Jay said that this commission will take the lead on this and he told Julie that she has essentially done that. You have given some assurances as to a matching funds source. As a Select Board member, you are aware of where money might be found. Jay said we do have some money from this body as well and that will match the \$4500 being matched here.

Julie said just to clarify, we have just over \$5000 in our fund and she said she would not want to spend it all. She said she would be looking at the other bodies to have a discussion with them about a contribution.

Jay said before anything else happens, the Town Hall survey needs to be completed.

John said that somewhere there is the original plan of the Town Hall and perhaps someone could figure out what was there originally.

Pam said, so all we are doing is asking for matching funds and we already have in pocket matching funds. Then once we get the matching funds, we have to find a consultant.

Julie said actually in the application, it recommends getting a consultant and we already have one with a quote.

Jay then asked those in favor and all were and motion was approved.

Next is the discussion of the Perkins Cemetery and Pam apologized because she has not done anything on this. She said she pulled out all the LCHIP Grant for her church and that is how she got thinking of what a horrible time that was. It took four of us three years. Julie said it is much simpler now.

Survey of demolished structures and replacements, photos, etc. Jay said that he worked on that inventory and he is a little bit past half. He said it is quite a file that John Merkle had made over the years. Jay said he is still working on compiling it. Julie's packet had a few photos for the commission members to look at.

Jay asked if the CLG Grant deadline is February and Julie said yes and the cycle has not been opened yet. She thinks that it might be January to January now. They are doing more like LCHIP and giving a year and a half to complete your project. This will make it much easier. Julie said when the announcement comes up, the commission needs to send in a letter of intent.

Jay said he recalls that the commission has had some discussion about potential areas to survey. Julie said we need to look at our mapping survey because we have done it between Franklin Street and Park Street.

Jay said the next item is to summarize the Neighborhood Heritage Area and he has not done any work on it. The action item here is to as an agenda item, carve out some time and memorialize what the commission has done on this. Jay feels that this needs some detail and clarification that explains what took place, what we did, goals and objectives for some of the bullet items.

The next discussion is on the watering trough placement. Julie said that it will be going out where we recommended and will sit on a concrete slab.

Other Business: Wetherell Dining Hall. John said there were issues with everyone getting together to go look at this. The commission had a photo to look at.

John said that the academy always does it right and Julie agreed. She said this is a formality we have to do in order to document it.

Maura said that if we cannot get ourselves as a committee to go over there, it is not one that she is super worried about not seeing.

Pam said why don't we just go ahead and tell them to do it. Julie said the commission needs to vote on that.

Maura made a motion to waive our requirement for the Demolition Review because we are unable to get a committee together by the timeline needed for the Wetherall Dining project request. With no further discussion, all were in favor and motion approved.

Jay said the commission received a letter from a concerned Exeter citizen about our missed meeting last month. All the members had seen the letter that was addressed to me and it did involve the Heritage Commission as a body too. Jay said he did not respond because he wanted some advice from the Select Board and he will draft a letter of response which he will share with the commission members.

Pam said that she would just let it sink out of sight. Maura said she thinks a response is appropriate just to indicate receipt.

With no further business, John made a motion to adjourn. Julie seconded. All were in favor and the meeting adjourned at 8:00 pm.

Respectfully submitted,

Elizabeth Herrick
Recording Secretary