

**AGENDA
HERITAGE COMMISSION
MAY 8, 2019**

**AGENDA ITEM #2
APPROVAL OF MINUTES**

MARCH 13, 2019

**CITY OF LEBANON
HERITAGE COMMISSION
Wednesday, March 13, 2019
Lebanon Senior Center, 10 Campbell Street**

1 **MEMBERS PRESENT:** Robert Welsch (Chair), Lindamae Peck, Rebecca Book, Joshua Lascell,
2 Karen Zook (City Council Rep.), Gregory Schwarz (Planning Board
3 Rep.), Raymond Book (Alt.)
4

5 **MEMBERS ABSENT:** Linda Cole, Edward Ashey (Alt. & City Historian), Bruce Bonner (Alt.
6 Council Representative)
7

8 **STAFF PRESENT:** Rebecca Owens (Associate Planner)
9

10 1. **CALL TO ORDER:** Chair Welsch called the meeting to order at 7:00 PM.
11

12 2. **APPROVAL OF MINUTES:** February 13, 2019
13

14 **The Commission voted unanimously to approve the February 13, 2019 minutes.*
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16 3. **PUBLIC HEARING:** *no applications received*
17

18 4. **PUBLIC REVIEW:**
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20 A. **STUDY ITEMS:**
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22 i. **Master Plan Implementation: Identify 15 Actions/Strategies for Status Reports**
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24 Mr. Welsch and Mr. Lascell, as the joint Master Plan reporting CHaMPs, refreshed the Commission on the
25 overall process to submit status reports on the implementation of some of the actions and strategies from
26 Chapter 11. Ms. Owens walked through several of the actions and strategies and Commission members
27 inserted examples of implementation for each, where applicable. These examples will help inform the
28 submitted reports and Mr. Welsch asked members to spend some time after the meeting to consider other
29 examples to share with the CHaMPs prior to the April meeting, where some draft statuses will be
30 summarized in more detail for approximately 15 completed, active and new/proposed actions and strategies
31 from Chapter 11.
32

33 Based on Mr. Lascell’s suggestion to identify project areas and examples, then to match them to applicable
34 strategies and actions, the Commission discussed the following to highlight in reporting:

- 35 • Fountain Working Group projects
- 36 • Grant/funding pursuits like CLG (and associated City CIP matches), LCHIP, Mooseplate,
37 charitable donations particularly for fountain projects, etc.
- 38 • The creation of working groups (Fountain, Special Projects, Dana House)
- 39 • Dana House as future museum, grant target, preservation project, ADA accessible resource,
40 article topic, and tourism destination
- 41 • Publicity
- 42 • Historic Districts
- 43 • Mill and river history
- 44 • Education/outreach such as oral history interviews, providing material for school curricula,
45 walking tours, the Mall kiosk, potential future displays like a Mall tunnel mural, and
46 interpretative signage (Mill parcel, Dana House, MRG, historic districts etc.)

- 1 • Accessibility of historic buildings/resources
- 2 • Historic landmark property designations
- 3 • Economic incentives for rehabilitations including the state 79E program, and in the future,
- 4 barns
- 5 • Coordination with partners like the Historical Society
- 6 • Support of other initiatives in the City through motions and expertise, e.g., Enfield Shaker
- 7 Village Scenic Byway, rail trails like the MRG and NRT, Westboro reuse, Class VI Roads,
- 8 Cemetery Task Force, Arts and Culture Task Force, Conservation Commission work on
- 9 preservation easements
- 10 • CLG membership and funding for projects like the Crafts Ave, Citywide Survey, and Mills of
- 11 Lebanon studies

12
13 **B. DANA HOUSE WORKING GROUP:**

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15 **i. Public Works coordination – reroofing specifications & cost quote**

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17 A motion was made and approved to support use of Heritage Commission funds up to the City’s lowest
18 procurement threshold to engage consultant services to develop roof replacement specifications and
19 potentially a bid package for the original portion of the Dana House.

20
21 A motion was made and approved to support Mr. Welsch’s proposal to inquire with Dartmouth College if
22 a graduate student would like to work with the Commission to understand the composition of some of the
23 Dana House’s interior materials.

24
25 **ii. Dana House Action Plan – prior consultant recommendations for programming**

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27 Ms. Peck concluded her presentation of prior consultant recommendations and a proposed interpretive
28 concept for programming the Dana House. Commission members fully embraced the concept, which
29 particular praise from the Chair, thanking Ms. Peck for her thorough work. There was some discussion
30 about the appropriate exterior siding color for the Dana House, and the issue continues to be inconclusive.

31
32 **iii. Public Engagement Survey**

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34 The Commission considered the format for focused public engagement at the Dana House Spring event and
35 decided that interviewing a sub-set of attendees is best. It was agreed that a display such as tables or boards
36 to help add more of a sense of a fourth dimension, time, to the otherwise three-dimensional space of the
37 Dana House structure (to paraphrase Mr. Welsh) should be a key feature of the event and can include a
38 variety of objects from throughout the Dana House and related local history to help inspire
39 thoughts/contributions from event participants.

40
41 **iv. SAU88 Venue & Presentation Outline for Community Open House**

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43 There was discussion on whether to continue with use of the SAU88 building as the main event venue or
44 to try to keep the event all on-site at the Dana House, potentially using a rented tent or rotating participants
45 between presentations, displays and a tour. Mr. Welsch indicated that he will work with Mrs. Book and
46 City staff to start planning the event logistics and content.

47
48 Next steps will include City staff integration of the proposal with the Dana House Action Plan, requests to
49 Shelley Hadfield, the state DHR office and Historical Society to review it, and further refinement of the
50 plan, ideally prior to presentation of a public draft at the May event.

51
52 The refined Dana House Action Plan and anticipated reroofing specifications, including cost estimates, will
53 be part of the LCHIP/Mooseplate Grant Application package that the Commission hopes to submit with the
54 help of Shelley Hadfield, and the materials are due in June 2019.

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C. SPECIAL PROJECTS WORKING GROUP: - not discussed

D. FOUNTAIN WORKING GROUP: - not discussed

5. OTHER BUSINESS:

A. Mall Tunnel Preliminary Design - not discussed

B. Arts & Culture Commission - not discussed

C. Education and Outreach - not discussed

6. PUBLIC COMMENT: none

7. FUTURE AGENDA ITEM:

- i. National Register of Historic Places - newly eligible contributing structures in Colburn Park Historic District**

Chairperson Welsch noted the desire to update the Colburn Park Historic District by applying for National Historic Register status for newly eligible structures, particularly along the Mall. He also expressed intent to progress planning for a West Lebanon Historic district, with the Dana House as the centerpiece, and will work to gather information from sources like Lyssa Papazian. The latter idea may be presented at a planning charrette for West Lebanon that is to be organized by the Planning office later in 2019.

- ii. Mills of Lebanon – Summary of Priorities & Mall Kiosk Update**

- iii. Peck Homestead Landmark Designation – Event to Award Medallion**

Commission member Mrs. Book requested for the next meeting agenda to include an item on new chairs for the Dana House.

8. ADJOURNMENT:

** The Commission voted unanimously to adjourn the meeting.*

Respectfully submitted,
Tim Corwin
Recording Secretary