

AGENDA
HERITAGE COMMISSION
MAY 8, 2019

AGENDA ITEM #2
APPROVAL OF MINUTES

APRIL 10, 2019

DRAFT

**LEBANON HERITAGE COMMISSION
REGULAR MEETING AGENDA
EAST MEETING ROOM, CITY HALL
WEDNESDAY, APRIL 10, 2019
7:00 pm**

MEMBERS PRESENT: Robert Welsch (Chair), Lindamae Peck, Rebecca Book, Joshua Lascell, Karen Zook (City Council Rep.), Gregory Schwarz (Planning Board Rep.), Raymond Book (Alt.), Linda Cole, Morgan Swan (Alt.)

MEMBERS ABSENT: Edward Ashe (City Historian and Alt.), Bruce Bronner (Alt. Council Rep.)

STAFF PRESENT: Rebecca Owens (Associate Planner)

GUESTS: Ben Van Vliet (Exec. Director of Upper Valley Music Center), Jim Perkins (Preservation Consultant), Diana Corriveau (Citizens' Academy)

1 **1. CALL TO ORDER: Chair Welsch called the meeting to order at 7:03 PM.**

2
3 **2. APPROVAL OF MINUTES: No Minutes to approve.**

4
5 *Mr. Swan arrived 7:07 pm*

6
7 **3. PUBLIC HEARINGS: None**

8
9 **4. PUBLIC REVIEW:**

10 **A. STUDY ITEMS:**

- 11 i. Presentation: Upper Valley Music Center, 8 South Park Street (Kendrick Wood House)
- 12 exterior preservation project.

13
14 Mr. Van Vliet presented on this topic, starting with a brief history of the building. He referenced a report

15 written by his Consultant, Mr. Perkins, and provided an overview of upcoming repairs and renovations.

16 The focus of the planned renovations will be repairing deterioration and rot, not changing the visual

17 aesthetic of the building. TIMKEN and LCHIP Grants have been obtained to fund the projects, which

18 include repair/replacement of the roof and chimneys, as well as the Portico. While it is possible that the

19 masonry work might begin at the end of April, Mr. Van Vliet stated that the start date is weather

20 contingent.

- 21
22 ii. Master Plan Implementation: Review Draft Report Content

23
24 Chair Welsch provided the Commission with his Draft of Strategies and Actions for the Master Plan. Mr.

25 Lascell explained that approximately fifteen of these bullet points will need to be entered onto Input

26 Forms along with any supporting metrics. Chair Welsch invited Members to review the Draft and submit

27 any changes or suggestions to Ms. Owens.

28
29 **B. DANA HOUSE WORKING GROUP**

- 30 i. Reroofing Project.

31
32 Ms. Owens reported that the work will be broken into two phases. She is currently drafting a

33 Professional Services Agreement for Phase 1 and hopes to have that completed in time and include it with

1 the LCHIP application, due June 28th. Completion of the work is contingent on funding. There are no
2 updates on the replacement of the bulkhead at this time.

3
4 ii. Dana House Action Plan & review of short-term priorities, budge (i.e., chairs).

5
6 Ms. Owens suggested making this item a focus of the next meeting, along with more Event
7 planning.

8
9 iii. Public Engagement Event.

10
11 Ms. Owen states that she has spoken with the Twin Pines Housing Trust and they are interested in hosting
12 a Co-Event with the Heritage Commission. Presentation will introduce the concept of a new Historic
13 District in West Lebanon to the Public. Chair Welsch suggested having the Dana House accessible to the
14 Public that afternoon. Other ideas were the creation of a table display at the Dana House and a brochure.
15 The Event is tentatively scheduled for June 12th at Kilton Library.

16
17 iv. Grant Preparation. NONE

18
19 **C. SPECIAL PROJECT WORKING GROUP:**

20 i. APD, 127 Mascoma St. (Peck Homestead) Landmark Designation – Council date.

21
22 No date has been set for presentation to the City Council. Chair Welsch would like to see
23 this happen in the next few months.

24
25 **D. FOUNTAIN WORKING GROUP:**

26 i. Mall Fountain cover.

27
28 A local Citizen has offered a contribution towards a cover for the Fountain. More research is needed to
29 find a suitable product that fits his budget. Ms. Peck and Ms. Owen suggested trying to find a cover that
30 would allow people to socialize around the Fountain year-round. After discussing the recognition given
31 to previous donors, the Group recommends that a minimum donation of \$2000 be required in order to
32 receive an engraved granite cap on the Fountain surround.

33
34 ii. Glenwood Fountain next steps.

35
36 Ms. Peck reports that there are two needs for the Fountain: a below- ground receptacle for
37 the battery, which serves as a back up to the solar ; and a reservoir for the circulating pump,
38 to ensure that the fountain has a sufficient water supply. Ferguson's in Lebanon is working
39 on a quote for suitable materials. The Commission has already allocated \$200 towards these
40 needs.

41
42 Based on a picture circulated last Fall, plans have changed with regards to the Fountain's
43 design. Although a Cherub has already been purchased for the center of the Fountain, the
44 Group feels that a decorative spout would be more in keeping with the Fountain's original
45 design. If a compatible spout can be located, the Cherub will be sold. Ideas for use of those
46 funds include purchasing a suitable decorative spout; finding an appropriate pedestal for the
47 Fountain; and correcting an engraving error on the Mall Fountain.

48
49 **5. OTHER BUSINESS:**

50 **A. ARTS & CULTURE COMMISSION:**

1 First meeting will be held on Tuesday, April 16th. Ms. Zook is the Council Representative and Chair
2 Welsch will be representing the Heritage Commission.

3
4 **B. EDUCATION AND OUTREACH – VNEWS: FWG, DANA HOUSE, ROGERS**
5 **HOUSE:**
6

7 There was a Letter to the Editor in the Valley News about the Fountains. A future article is
8 planned regarding the Dana House being open for business and upcoming events. Chair Welsch raised
9 the topic of locating a teacher contact within the Lebanon Schools, to coordinate student tours
10 of the Dana House as part of the Lebanon History curriculum. Ms. Book volunteered to contact
11 the Mount Lebanon School.

12
13 Ms. Owens shared with the Commission that she was invited by Leadership Upper Valley to provide a
14 walking tour of West Lebanon this morning. Twenty-four people attended and discussion included:
15 housing, transportation, Maple Street, the Dana House and defining “West Lebanon”.
16

17 **6. PUBLIC COMMENT: NONE**
18

19 **7. FUTURE AGENDA ITEMS:**

20 i. *Mall Tunnel Preliminary Design*

21 - Being presented at City Council on May 1st and there will be a Community Engagement
22 event on May 2nd.

23 ii. National Register of Historic Places – Colburn Park Historic District Update

24 iii. *West Lebanon Planning Charrette – Historic District*

25 -Application to Plan NH for assistance is in the works, but the process takes over four months.
26 -Chair Welsch encouraged Commission Members to use every opportunity to spread the word
27 about the development of a West Lebanon Historic District.
28 - Mr. Swan mentioned public interest in a LISTSERVE for West Lebanon residents, to keep
29 them informed.

30
31 iv. *Mills of Lebanon – Summary of Priorities & Mall Kiosk Updates*

32 -Ms. Peck stated that there are approximately six panels available on the Kiosk to display current
33 events, initiatives, and photos.
34

35 v. Guest: fundraising strategies for the Dana House.

36 vi. Guest: barn rehabilitation incentives

37 vii. CLG Fall 2019 application
38

39 **8. ADJOURNMENT:**

40
41 *A MOTION was made by Linda Cole to adjourn the meeting at 8:49 PM.*

42 *Seconded by Greg Schwarz.*

43 ** The vote on the MOTION was UNANIMOUS in favor, (7-0).*
44

45 Respectfully submitted,

46 Megan Castillo

47 Recording Secretary