

FINAL

**LEBANON HERITAGE COMMISSION
REGULAR MEETING AGENDA
REMOTE VIA MICROSOFT TEAMS
WEDNESDAY, SEPTEMBER 9, 2020
LebanonNH.gov/Live
7:00 pm**

MEMBERS PRESENT: Robert Welsch (Chair), Mimi Hains (Vice Chair), Rebecca Book, Linda Cole and Fran Hanchett
MEMBERS ABSENT: Raymond Book (Alt.), Karen Zook (City Council Rep.), Bruce Bronner (Alt. Council Rep.)
STAFF PRESENT: David Brooks (Director of Planning and Zoning)
GUESTS: Jason LaCombe (SMP Architecture)

1. CALL TO ORDER:

A. Review of meeting procedures and NH RSA 91-A “Right-to Know” requirements

Chair Welsch called the meeting to order at 7PM.

Mr. Brooks reviewed the procedures for a remote meeting. A Roll Call was taken and all those attending the meeting remotely are listed above.

2. APPROVAL OF MINUTES: August 12, 2020

Amendments to minutes:

Page 2, lines 45 & 47, change “Rudder” to “Rutter”.

Page 3, line 9, add Ms. Hains as voting “yea” during the roll call vote for adjournment.

Ms. Book MOVED to approve the August 12, 2020 Minutes as amended. Seconded by Ms. Cole.

Roll Call Vote:

Chair Welsch, Ms. Cole, Ms. Book, Ms. Hanchett and Ms. Hains all voting Yea.

None voting Nay.

**The MOTION was unanimously approved (5-0)*

3. PUBLIC REVIEW:

A. City of Lebanon: Request for Certificate of Approval pursuant to Article IV, Section 408.4 of the Zoning Ordinance to reconfigure the front exterior entrance of the Lebanon Library, including modifications to the granite stairs and railing. The property is located at 9 East Park Street, Tax Map 92, Lot 126, Lebanon, NH in the CBD zone. #HC2020-01

Ms. Book MOVED that the Lebanon Heritage Commission finds the application of CITY OF LEBANON for a Certificate of Approval, #HC2020-01, is complete enough to accept jurisdiction and commence review.

Seconded by Ms. Cole.

Roll Call Vote:

Chair Welsch, Ms. Hains, Ms. Cole, Ms. Book and Ms. Hanchett all voting Yea.

None voting Nay.

***The MOTION was unanimously approved (5-0)**

Mr. LaCombe presented an overview of the proposed library renovations. He stated the library project has three main goals: Improving the Patron Experience, improving the functional layout of the library and addressing HVAC issues. Mr. LaCombe told the Commission that the front section of the Library, built in 1909, will remain mostly unchanged. The removal of a rear staircase will allow for the addition of a public restroom on the library's main floor. The current restrooms, located in the Children's section of the library, will be repurposed into a family restroom and a Mother's Room. This will help keep young children separate from other library patrons, and address concerns of safety and privacy. A new basement-level restroom, conveniently located to the meeting and staff rooms, is also planned. All bathrooms will be handicapped accessible. A new staircase will be installed in the center of the library and share a landing with the current elevator. This will make the upstairs and basement levels more accessible. Next, Mr. LaCombe addressed the more detailed project items, including: the exterior stairs of the 1909 section, walkway lighting, rooftop equipment and windows. In order to make the front entrance safer, the landing will be enlarged by adding additional pieces of granite and two new handrails will be added. Exterior lighting will be added to the rear entrance/walkway for safety and accessibility. A window will be added on the Post Office side of the building to provide natural light in the new Mother's room. This new window will match the style of window currently installed on the other side of the building. Budget permitting, some other windows may be replaced in the 1984 section of the library. No windows will be changed in the original 1909 section. Lastly, new HVAC units will be added to the roof and the current lawn units will be removed. Following Mr. LaCombe's presentation, Chair Welsch opened the floor to comments from the public. There were no public comments, so the Heritage Commission members began deliberation.

Ms. Book MOVED to approve the request of CITY OF LEBANON for a Certificate of Approval pursuant to Article IV, Section 408.6 of the Zoning Ordinance to reconfigure the front entrance of the Lebanon Library, including modifications to the granite stairs and railing; to include new walkway lighting along the ADA ramp; to install new rooftop equipment; and to install a new window at the library located at 9 East Park Street, Tax Map 92, Lot 126, Lebanon, NH in the LDD zone #HC2020-01, with the following condition:

- 1. The Commission recommends that the applicant shall provide adequate privacy in any new and replacement windows on the southerly façade, in the proposed new restrooms, to include the "Mother's Room".**

Seconded by Ms. Hains.

Roll Call Vote:

Chair Welsch, Ms. Hains, Ms. Cole, Ms. Book and Ms. Hanchett all voting Yea. None voting Nay.

***The MOTION was unanimously approved (5-0)**

4. STUDY ITEMS:

A. DANA HOUSE WORKING GROUP: No report this month.

B. FOUNTAIN WORKING GROUP

Chair Welsch reported that he is temporarily heading up the FWG, pending the recruitment of new members, but does not foresee much work being done until next Spring. The Glenwood Fountain has officially been turned over to the City.

C. SPECIAL PROJECTS WORKING GROUP: No report this month.

5. OTHER BUSINESS

A. CLG Grant Update (Lebanon Historic District Grant)

Chair Welsch reported that he met with Ms. Owens and Ms. Hains to review the applications for a historic preservation consultant. They chose Ms. Lyssa Papazian, who previously consulted on the Crafts Avenue, city-wide survey and Maple Street Neighborhood projects. Work on this project is expected to begin as early as the end of this month.

B. Lebanon Historic Landmarks Update

Chair Welsch presented his write-ups on two of the Landmark properties. The James Wood House, at 523 Meriden Road, was built around 1825 and represents a typical Lebanon farmhouse. It is known from a diary entry that the family housed a runaway slave on the night of June 1, 1862. This house is one of the few standing structures in Lebanon that highlights the connection between Lebanon and the fight against slavery. The McAllister House, at 9 Seminary Hill Road, was built around 1800. This house, with its steep gables and beautiful slate roof, is an example of the early structures in West Lebanon. Through oral tradition, it is known that this house was occasionally a stop on the Underground Railroad. Chair Welsch will send his full write-ups on these properties to the Commission members for review and suggestions. The finalized copy will be presented to the homeowners along with the plaques. Ms. Owens sent letters to the homeowners, asking if they are amenable to being added to the Landmark Historic Properties list. Mr. Brooks believes that both responses were favorable. Ms. Hains reported that she spoke with Ms. Stavis regarding adding the Seminary Hill Dunkin Donuts building as a Historic Landmark. Ms. Stavis feels that this building paved the way for business expansion in West Lebanon and, while this building isn't architecturally significant, she feels that more properties need to be recognized in West Lebanon. Ms. Stavis agreed that there are more appropriate buildings to consider, so the Dunkin Donuts will not be added as a Historic Landmark property.

**C. Report on seminar by Chair Welsch and Vice Chair Hains: NAPC Forum 2020-
Preservation Coast to Coast**

Chair Welsch listened to approximately eight hours of this seminar and was able to make contact with some of the speakers. They discussed ways to involve the public in preservation projects. One idea involved placing a banner at the site of the new Historic District, to provide a visual aid and invite comments from the public. This is a very simple and cost-effective way to include the public in a project.

6. **PUBLIC COMMENT: None**

7. **Future Agenda Items: None**

8. **ADJOURNMENT**

Ms. Cole MOVED to adjourn the meeting at 9 pm. Seconded by Ms. Book.

Roll Call Vote:

Chair Welsch, Ms. Book, Ms. Cole, Ms. Hains and Ms. Hanchett all voting Yea.

None voted Nay.

** The MOTION was unanimously approved (5-0)*

Respectfully submitted,
Megan Castillo
Recording Secretary