

FINAL

**CITY OF LEBANON  
HERITAGE COMMISSION  
Minutes, Wednesday, July 10, 2019  
West Meeting Room, City Hall  
7:00 p.m.**

**MEMBERS PRESENT:** Robert Welsch (Chair), Rebecca Book, Gregory Schwarz (Planning Board Rep.), Linda Cole, Mimi Hains, Raymond Book (Alt.)

**MEMBERS ABSENT:** Lindamae Peck, Edward Ashe (Alt. & City Historian), Karen Zook (City Council), Bruce Bronner (Alt. Council Representative)

**STAFF PRESENT:** Rebecca Owens (Associate Planner), Tad Montgomery (Energy & Facilities Manager)

**GUESTS:** Kim Quirk (ReVision Energy)

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**I. CALL TO ORDER**

The meeting was called to order at 7:01 PM by Chair Welsch.

Raymond Book was appointed a voting member of the Commission for the meeting.

**II. ELECTION OF OFFICERS: VICE CHAIR**

Raymond Book nominated Mimi Hains for the position of Vice Chair.

\* The Nomination was approved 5-0-1. Ms. Hains abstained.

**III. APPROVAL OF MINUTES**

*Ms. Book MOVED to approve the minutes of the June 5, 2019 Heritage Commission as amended. Seconded by Ms. Cole.*

Amendments: Page 1 Line 10 Remove 'Remove 'finals' and Add 'finals''; Add 'Remove finals and Add final'. Page 2 Line 4 Remove 'pane' and Add 'panel'.

*\*The MOTION passed (6-0).*

**IV. PUBLIC HEARING**

- A. CITY OF LEBANON:** Request for Certificate of Approval pursuant to Article IV, Section 408.4 of the Zoning Ordinance to install a photovoltaic (solar) energy system on the roof of City Hall. The property is located at 51 North Park Street, Tax Map 91, Lot 246, Lebanon, NH in the CBD zone. #HC2019-03

Ms. Quirk presented information about the application. ReVision Energy has entered into a solar project with the City to install solar panels on City Hall. Because the building is in the Historic District, they are seeking permission from the Commission. The building will have minor reconstruction. The panels will not be seen from the ground, the green or the sidewalk. There will be a 4-foot setback from the parapet wall. Wiring will be on the back side of the building, with approximately 1-inch conduit. The Commission is in support of improving the building for energy efficiency and functionality, without

changing the character of the building to any substantial degree. They discussed the amount of energy that will be produced during the winter, which is only about 15% of the annual production.

***Rebecca Book MOVED that the application is complete.***

***Seconded by Mr. Schwarz.***

***\*The MOTION passed (6-0).***

***Mr. Schwarz MOVED to approve the application as submitted.***

***Seconded by Mr. Book.***

The Commission recommended making the conduit discreet.

***\*The MOTION passed (6-0).***

Mr. Montgomery discussed the solar charging station for vehicles that ReVision is willing to install at no charge. It would be for fleet charging and will be located on the back of the building.

***Mr. Schwarz MOVED that the Heritage Commission is supportive of an electric vehicle charging station being affixed to the Western façade of City Hall.***

***Seconded by Ms. Hains.***

***\*The MOTION passed (5-0-1). Ms. Book abstained.***

## **V. PUBLIC REVIEW**

### **A. STUDY ITEMS-not discussed.**

### **B. DANA HOUSE WORKING GROUP**

#### **i. Reroofing and Bulkhead Projects**

The expense for the reroofing, with the asphalt and the cedar shakes, came in at a higher rate than anticipated. The members discussed the need to have the bulkhead repaired as soon as possible. The Chair will contact the City Manager to ask about the timeline for getting the work done.

#### **ii. June 12<sup>th</sup> Public Event – summary**

The event included participants from Twin Pines Housing and helped raise awareness that the Dana House is part of the community, not an entity outside the neighborhood. The event was very successful, including the discussion at the Library and the tours within the house.

#### **iii. Dana House Action Plan - review of current draft for LCHIP**

Chair Welsch discussed the need for more communication between the grant writers and the Commission. In the future they want to see the grant application before it is submitted. He highlighted two issues, the proposal should have been reviewed before it was submitted. Second, they should have been in the loop while it was being written in order to provide ongoing feedback.

***Linda Cole MOVED that the Commission has the opportunity to review grant proposals in a timely manner, to provide recommendations before grants are submitted.***

***Seconded by Ms. Hains.***

***\*The MOTION passed (6-0).***

The Commission discussed initiating a checklist to do field research for the Dana House business plan. The goal is to provide analytical information and details to measure accessibility, and outreach programming for the public. The members will visit several museums and heritage houses. They are interested in understanding the problems other museums have faced and how the problems were solved.

They will look for similarities and differences between the other properties and the Dana House. They hope to visit 5 places in NH and a few in VT. The Seven to Save buildings that are currently being addressed by the Preservation Alliance are similar to the Dana House and will be reviewed by the Commission members.

- iv. LCHIP grant
  - addressing hazardous materials, projects beyond roof

**C. SPECIAL PROJECTS WORKING GROUP**

- i. Chair Welsch appointed Mimi Hains to spear head the Special Projects Working Group.

**D. FOUNTAIN WORKING GROUP**

- i. Glenwood Fountain  
Water has been restored to the fountain. A new fountain has been purchased and will be installed by Public Works. Cleanup and concrete work will be done in the meantime.

**VI. OTHER BUSINESS**

**A. Mall Kiosk Update**

Rebecca Owens has been taking responsibility for maintaining the Kiosk. Due to other projects, she has not been able to change the kiosk recently.

**B. Arts & Culture Commission**

Ms. Hains will be the liaison with the Arts & Culture Commission related to the 501C-3 corporation. They hope to set up two accounts with the corporation and both Commissions will be involved. It has to be separate from the City, but it can be attached to City projects.

**C. Education and Outreach**

The June 12<sup>th</sup> event was a successful education and outreach event. Ms. Owens has started an email list of people who signed up at the event. Ms. Owens presented comments from the public from the event to demonstrate public involvement.

A cash match will be required for the LCHIP grant. The Commission has pledged \$10,000 for the roof work and additional funds will have to be raised.

As an aside, Ms. Hains asked if some of the windows that are being taken out of City Hall could be preserved. There could be a use for the windows, such as display purposes. She asked about the house that is being demolished near the Dana House and if there is any value for saving some of the architectural features.

The Chair informed the members that the Thomas Pennick house is going to be offered for sale. It is significant because it represents Black History in Lebanon, as the farm was owned and operated by the first black person who lived in Lebanon. The Commission would like to see if there is a way to call attention to the historical value of the house and a way to protect the historical importance of the building.

Ms. Hains will work on a Facebook and Instant Message account for the Heritage Commission.

**VII. PUBLIC COMMENT**

**VIII. STUDY ITEMS:** no discussion

**VIII. FUTURE AGENDA ITEMS**

- i. Master Plan Implementation Reporting Update
- ii. Mall fountain cover
- iii. Mills of Lebanon – Summary of Priorities
- iv. Guest: fundraising strategies for the Dana House
- v. Guest: barn rehabilitation incentives
- vi. West Lebanon Planning Charrette
- vii. West Lebanon Historic District
- viii. CLG Fall 2019 application
- ix. National Register of Historic Places - Colburn Park Historic District update

**IX. ADJOURNMENT:** no discussion

***Ms. Cole MOVED for adjournment.***

***Seconded by Ms. Book.***

***\*The MOTION passed unanimously, (6-0).***

The meeting was adjourned at 8:47 PM.

*Respectfully Submitted,*

*Linda Billings*

*Recording Secretary*