

**ADOPTED**

**City of Keene  
New Hampshire**

**HERITAGE COMMISSION MEETING MINUTES**

**Wednesday, March 13, 2019**

**4:00 PM      2<sup>nd</sup> Floor Conference Room**

**Members Present:**

Rose Carey, Chair  
Susan D'Egidio, Vice-Chair  
Louise Zerba, Alternate  
Erin Benik  
Charlotte Shuerman  
Cauley Powell  
Christine Houston

**Staff Present:**

Tara Kessler, Planner  
Don Lussier, City Engineer

**Members Not Present:**

**1) Call to Order/Roll Call -**

Chair Carey called the meeting to order at 4:00 PM with the roll call. Chair Carey welcomed today's speakers Sarah Graulty and Don Lussier.

**2) Section 106 Review – Colony Mill Marketplace**

Ms. Kessler explained the Section 106 process for the new Commission members. Sarah Graulty, of EBI explained this is an AT&T project. She said there are currently panel antennae inside the smoke stack. The proposal is to swap out the existing antennae using the existing mounts. Other changes include the cap at the top of the stack and the sealed door at the base of the tower. These changes are for ventilation to prevent overheating. Ms. Graulty reviewed the documents provided in the packet.

Ms. Zerba clarified there will be no changes to the exterior; Ms. Graulty affirmed noting the antennae are designed to mimic the brick.

Ms. Schuerman asked which side of the building the door was located. Ms. Graulty referred to the Photo Location Map page. Ms. Zerba said it faces the walkway (old furniture store door). Ms. Graulty referred to Page S-3 to explain the door characteristics.

Ms. Powell asked if animals could get stuck in the new door. Ms. Graulty indicated that concern is part of the permitting process and showed photos taken in previous years.

Ms. Zerba motioned to approve the request as long as there is nothing that will protrude or change the existing feature. Chair Carey seconded the motion which carried unanimously.

**3) Section 106 Review - Woodward Dam Improvements**

Don Lussier, City Engineer reported the project will be submitting a Wetlands Permit Application to the New Hampshire Department of Environmental Services, Water Division, Wetlands Bureau Land Resource Management. The proposed improvements to Woodward Dam are required by the NHDES Dam Bureau pursuant to their Letter of Deficiency, dated March 8, 2016. In summary, the dam is not able to meet the required flood event without risk of overtopping. The proposed improvements directly address the NHDES concerns and maintain the purpose and function of the dam. As requested, we submitted the New Hampshire Division of Historical Resources Inventory #ROX0006, Individual Inventory Form for the Woodward Dam Improvements Project. Mr. Lussier also reported the dam is in Roxbury but they have no Historic Commission so we were asked to come here. He said we were specifically asked to enter into a MOA with this organization in terms of how we will record the existing condition of the dam for posterity. Through discussions the idea to share our historical records with your organization was developed; this group could then share them with the public.

Mr. Lussier said the dam has not really changed since its construction in 1910. He explained we will have to build a wall because we have to raise the crest elevation a little over two feet; so it will look a little different when the project is done.

Chair Carey asked if this is a place where people can actually go. Mr. Lussier replied the watershed is not open to the public. There are Class 6 roads in Roxbury that wind in and around the watershed that are public right-of-ways. Mr. Lussier noted the intent to exclude motorized vehicles from the watershed. He noted this is a high-hazard dam and needs to be able to handle two and a half times the amount of water that would pass through that structure during a 100 year flood event.

Chair Carey asked if the new build would be cement. Mr. Lussier said it will be a concrete wall attached to the masonry wall in the core of the dam; it will look like a stone wall with a cap on top.

Ms. Zerba asked if Mr. Lussier was here basically because he has to go into the wetlands. Mr. Lussier replied in the affirmative adding because we are working in the pond. He reiterated his earlier comments regarding the MOA and sharing all source documents with the Commission.

Ms. D'Egidio clarified they would be adding a new part but not destroying any of the existing structure. Mr. Lussier affirmed.

Chair Carey asked how high the wall would be. Mr. Lussier replied just over two feet above the existing ground surface.

Ms. Kessler asked if it would be the Commission's responsibility to make the source documents publically available. Mr. Lussier said he thinks that is what the MOA will spell out. He continued the documents could be made available electronically for the website, in hard copy for the office, or both. Mr. Lussier advised the documents still need to be organized. Chair Carey suggested both electronic and hard copies be provided so one could go to the Historical Society and the Community Development office. Ms. Kessler indicated the documents could be linked to the Commission's webpage. Mr. Lussier noted there was no webpage for this project. There are approximately 8 to 10 plan sheets and a narrative booklet. Discussion continued regarding

the language for the MOU after which Ms. Kessler asked the Commission for their preferences.

Chair Carey made the following motion which was seconded by Ms. Houston and carried unanimously.

The Commission supports the proposed mitigation to have the historic resource information prepared for the Woodward Dam and the historic records that are currently available be shared as hard and electronic copies with the Community Development Department and the Historical Society of Cheshire County.

#### **4) CLG Grant Spring and Summer 2019 Workshop Planning Discussion**

Chair Carey noted this is the final meeting before the March 30<sup>th</sup> event. She reported the advertising has been done and she brought posters to the meeting for distribution. Chair Carey reported one more speaker, Chris Shaw, has been added and he will be doing bee keeping. Continuing she noted the addition of one more vendor doing hard cider. Chair Carey will check with Stonewall Farm regarding their policy. This item will be given out not sold.

Chair Carey provided copies of various recipes for each member to choose from. Members should make enough to serve eight to ten people. Chair Carey will provide the sample size serving containers and childproof scissors. Chair Carey will recheck the logistics at Stonewall Farm next week. Ms. Benik will obtain the seven long, white table cloths (8 foot). Ms. Zerba will arrange for two Interact students for each activity time; they will leave when activity is finished. Ms. Kessler will provide a megaphone for the event. Ms. Schuerman outlined the children's activities she has planned for the event. Ms. D'Egidio will help Chair Carey distribute posters on Saturday. Ms. Powell will distribute a poster in Walpole. Chair Carey will email members regarding their arrival time.

- Ms. D'Egidio – pumpkin/cranberry bread or cranberry muffins
- Ms. Benik – turnips
- Ms. Houston – parsnips and gingerbread with whipped cream
- Ms. Zerba – beans
- Ms. Ballard – dandelions/potatoes
- Chair Carey – corn fritters

Ms. Kessler reminded everyone to save their receipts and bring them to the next meeting. Ms. D'Egidio clarified the Commission authorized spending \$100 on various maple products to sell at their table.

#### Discussion of next event – Barn Tour

Chair Carey asked if the Commission members preferred Saturday, August 17<sup>th</sup> or Sunday, August 18<sup>th</sup>. The consensus was for Saturday, August 17<sup>th</sup>, at 11:00 AM.

Chair Carey asked if the Commission members wanted to think about having a speaker. She noted discussions with Richard Kipphut who is available to lead the tour and speak. In response to Ms. Zerba Chair Carey said the structure would be similar to the previous tour. Chair Carey also reiterated the area for the tour is still undetermined. Ms. D'Egidio confirmed she should still talk to Josh Gorman. Noting the grant timeframe Ms. Kessler advised technically the last project should be done by the end of July. She will contact NHDHR to verify the timeframes

and advise them of the Commission's plans.

Last- some pictures of barns to use for historical part of this presentation. Waiting to hear from Councilor Clark on photos of corn crib tara will send them an email-

Rosie send email to commission members on when to be there.

**5) New or Other Business –**

1. Tara- Mary Brenner- HDC- working on update to historic resource ranking- done in 2008- speak at may meeting- anyone want to volunteer.

**6) Next meeting- May 8, 2019**

**7) Adjourn –**Chair Carey adjourned the meeting at 4:55 PM.

Respectfully submitted by,  
Mary Lou Sheats-Hall, Minute-taker  
March 14, 2019