

**City of Keene**  
**New Hampshire**

**HERITAGE COMMISSION**  
**MEETING MINUTES**

**Wednesday, September 14, 2022**

**4:30 PM**

**Council Chambers,  
City Hall**

**Members Present:**

Cauley Powell, Chair  
Susan DeGidio, Vice Chair  
Councilor Gladys Johnsen  
Rose Carey  
Marilyn Huston  
Brian Lee  
Louise Zerba, Alternate

**Staff Present:**

Will Schoefmann, GIS Technician

**Members Not Present:**

*All Present*

**1) Call to Order – Roll Call**

Chair Powell called the meeting to order at 4:33 PM. Roll call was taken. Ms. DeGidio was present via zoom.

**2) Minutes of Previous Meeting – July 13, 2022**

Ms. Zerba suggested there be more direct identification in the minutes going forward and less use of “they” and “them.” She also noted that on line 71 it should read “sitting” instead of “siting.”

There was short discussion on line 115 and the use of the word “natively.” Mr. Schoefmann stated he will re-watch the recording and add another word in parentheses if needed.

Ms. Huston made a motion to accept the minutes of July 13, 2022 with the aforementioned corrections. Mr. Lee seconded the motion, which passed unanimously.

**3) 2022 CLG Grant Update**

Mr. Schoefmann stated the grant has been allocated at the state level but it is part of the budget that needs to be approved by Governor and council, which will typically happen in December or

January. He went on to state that in the meantime staff has received grant documents that show acceptance of the money and terms of the grant, which needs to be written in a memo and sent to City Council for approval. Once City Council approves, the City Manager will sign the agreements. The commission can't begin work until the Governor and City Council approval takes place. He added that between now and January they should update their consultant to make sure she knows what the timeline is. Chair Powell agreed and stated the consultant will need to coordinate with her graduate students as well.

Mr. Schoefmann stated all CLG grants are now 3 year projects so essentially they have a default extension on this grant. Chair Powell clarified that for their 2022 grant, completion will be expected to happen in 2024. Mr. Schoefmann stated he believes that is now the case and stated their Italian Neighborhood Project was supposed to be wrapped up this month; however, September/August 2023 is now when it needs to be completed by.

Chair Powell asked if they need to do a bidding process for the consultants. Mr. Schoefmann stated he does not believe so, but he will clarify with their purchasing agent.

#### **4) 2021 CLG Neighborhood Heritage Project Update**

Mr. Schoefmann stated Mr. Lee has done some edits to the website, which they are ready to roll out in conjunction with some press releases to introduce the map platform for collecting the stories. He added that the commission had also spoke about holding an event to coincide with the press releases and website launch.

Chair Powell stated she spoke to Bob Mallat of the Italian Society and he is open to the idea of an event and felt it would make the most sense for the commission to present to the Italian Society's board or trustees first, and then to the broader membership community afterwards. Beyond that he offered up some key individuals that would have great information for the commission and the project.

Chair Powell stated the Historical Society has a new exhibit about immigration in New Hampshire and reached out to her to see if the commission would want to present their heritage project findings in conjunction. The exhibit is up until around mid-December.

Ms. Huston suggested, instead of doing a separate event, they do the presentation at the Historical Society exhibit with the video they have and invite the public and bring refreshments. Mr. Schoefmann stated some of the targeted interviews will be handy to help expand their material and suggested they invite the Italian Society to the Historical Society presentation, if that's how they decide to go about this. Councilor Johnsen stated she likes Ms. Huston's idea and stated it might even help with some of the disconnect between the Historical Society and the commission. She also added that the Historical Society might be interested in seeing the Urban Barn Inventory project. Ms. Carey wondered if they should do a preliminary presentation at the Historical Society and then present again after the exhibit has been wrapped up, and tie it in more

specifically to people from the Italian club. Chair Powell stated it will depend on the Italian Society's meeting schedule and willingness to host the commission.

There was discussion about visuals to add to the Historical Society's display. Chair Powell stated she believes the display is modern photography so they would be bringing historical photos. Chair Powell suggested someone look through the Historical Society's photo database. Ms. Carey stated if the commission does a presentation to the Italian Society's board, they should mention that they are interested in obtaining photographs.

Chair Powell summarized that they are entertaining the idea of pivoting away from a large event at the Italian Society and doing a more direct talk to the Italian Society and then an event in partnership with the Historical Society. There was general agreement from the commission.

Mr. Schoefmann pulled up the "Finding Home in New Hampshire" website page and noted a presentation event on September 16, 2022 at the Toadstool Bookstore in Keene at 6:00 PM.

With regards to the Historical Society presentation, there was discussion about walking through the story map in a structured way. Mr. Schoefmann suggested they do the presentation as their normal meeting in November. Chair Powell suggested they do it in December to make sure they have enough time and stated she will talk with the Historical Society about dates, specifically December 14th. Ms. Carey suggested they clarify how the Historical Society would like to be included in the commission's advertising.

Chair Powell confirmed with Mr. Schoefmann that the event needs to be free and open to the public because it's under a CLG grant.

There was discussion about the John DiBernardo interview and how it needs to be edited and Mr. Lee said he was willing to help with that. Chair Powell stated the conversation is transcribed and she highlighted things that she thought would go well with the story map. Mr. Schoefmann suggested they tie some of the interview points and photos into specific locations and add them to the story map. He mentioned adding the interview videos to the City of Keene's YouTube channel as an easy way to load them into the story map, and noted that he will work on figuring that piece out.

Chair Powell added that Victor Dentino is another person that could potentially be filmed as well as Jim Sterling. Ms. Huston mentioned Bob Dilusio as a potential interview.

Mr. Schoefmann stated outreach will include Instagram and Facebook posts and distribution to traditional media outlets like the Sentinel, as well as radio stations. There was general consensus about putting an article in the Monadnock Shopper News. Ms. Huston stated there is a lady, Marilyn Weir, who does special articles for the Shopper so she might be a good person to contact. She also suggested Megan Pierce who works with the Union Leader. Chair Powell

mentioned finding some ambassadors for the project as well. She stated she will look into pricing for placing articles in the Shopper.

**5) Heritage Website Updates**

Mr. Schoefmann brought up the website for the commission to see and noted the updates were mostly to the project page. Mr. Lee stated they rearranged the order of the page and added a few features to be clearer about what the project is, the scope, and the timeline. Chair Powell asked the commission to look over the website and send in any comments, especially on the Italian Neighborhood Project page.

**6) Next Meeting – October 12, 2022**

Chair Powell stated Molly Ellis will be joining the commission as a member soon.

Chair Powell mentioned she still intends to talk to Evan Clements about the joint HDC meeting and stated in general it sounds like a good idea to do this once per year. She asked the commission if they would rather the joint meeting be in place of one of the commission's regular meetings or in addition to their regular meetings. General consensus was to have it in place of a regular meeting and during the winter months when folks are less busy. Mr. Schoefmann stated it would be a full meeting so both the HDC and HC would need a quorum and the agenda would be set together.

Ms. DeGidio asked if demolition applications/permits could be put on the agenda for next meeting so she can go over those with the commission.

**7) Adjournment**

There being no further business, Chair Powell adjourned the meeting at 5:29 PM.

Respectfully submitted by,  
Nicole Cullinane, Minute Taker

Reviewed and edited by,  
Will Schoefmann, Community Development Staff