

**Peterborough Heritage Commission**  
**6:00 P.M. Thursday February 14, 2019**  
**APPROVED MINUTES**

**Present:** Debbie Kaiser; Jason Pelletieri; Tina Rapp; Peggy Shaughnessy; Melissa Stephenson; Peggy Van Valkenburgh; Tyler Ward, *Select board liaison*

**Absent:** Doug Ward

**Also Present:** Nancy Lucow, interested Peterborough resident

Peggy Shaughnessy opened the meeting at 6:00 p.m

All present briefly introduced themselves.

**Demolition Review Protocol Handout**

- Tina Rapp gave background on the demolition application review process and handed out a draft of the Demolition Permit Application Checklist.
- Debbie Kaiser outlined the requirements necessitating a review.
- Tina went over the proposed changes to the draft as submitted by commissioners
- Peggy S. suggested submitting an article in the paper about the checklist, to help people understand the permit application process.
- Mention of this process will be included in the Heritage Commission's annual report submission.
- Discussion followed. re: the permit application fee
  - Tyler will bring it up to the Office of Community Development and suggest that in hardship cases any fees may be waived.
- Tina will redraft and resend the information sheet to all commissioners.
- Doug will send this new draft to the code officer and the demolition review committee for further comments. He will also invite Pete Throop and Tim Herlihy to attend a Heritage Commission meeting.

**NH Preservation Alliance – Nominations for Annual Preservation Awards**

- Guideline handouts and the nomination sheet for the 2019 Annual Preservation Achievement Awards were handed out.
- The Post and Beam Brewing Company has been suggested as a nominee for this annual award.
- Tyler will fill out the nomination information sheet. Tina volunteered to edit this before submitting.

**Stairwell Gallery Opening – Historic Portraits**

- Peggy S. reported that Michelle Stahl suggests April for the next photography exhibit. This will focus on the hardworking people of Peterborough's past.
- An opening event is scheduled for April's First Friday.
- Discussion followed as to what this category includes.

- It was also noted that participating town merchants haven't taken their pop-up photographs down and are enthusiastic about displaying new ones.

### **Planning for 2019**

The Commission reviewed a list of items to be addressed this year as presented at the December meeting including:

- Updating the Benjamin F. W. Russell Tour pamphlet
- Walking tour project/pamphlet
- Identifying and informing eligible homeowners in Peterborough as to the benefits of listing property with the NH State and National Registers.
- Main Street Bridge Project
  - Meet with Groups Supporting local businesses
  - Roy's Market Windows as ongoing Historic Photo Display
  - Work with NH Cultural Resources - Mitigation agreement
  - It was suggested contacting Cooper's Mill Pub owner who is already promoting downtown business during bridge traffic disruption.
  - NH Department of Historic Resources is: paying for storage of the bridge stone and creating a pamphlet of the history of the bridge.
  - The demolition will be chronicled on video.
  - Peggy Van suggested a collaborative ad in the paper signed by a number of different groups in town encouraging support of local businesses affected by the closing of the bridge.
- Designing Heritage Commission Stationery and Cards
  - Peggy and Melissa will work on this item.
  - The use of the Maker Space for this.
- Yearly Renovation Awards
- Connect with neighboring Heritage Commissions
- Organize and Document the Heritage Commission Archives

Discussion followed regarding which projects to focus on.

### **Other Business**

- Elizabeth Yates MacGreal House
  - Tina Rapp spoke about contacting concerned members in the community.
  - Peggy S. will discuss with the Town Manager.

### **Approve Minutes of the Meeting of January 2019**

#### **Motion:**

Peggy Shaughnessy made a motion to approve the January 2019 minutes.

Peggy Van Valkenburgh seconded.

All approved and the secretary will submit them to town.

As there was no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,  
Melissa Stephenson, *Secretary, Peterborough Heritage Commission*

The next meeting of the Peterborough Heritage Commission is  
Thursday, March 14, 2019, 6:00 p.m.