

**Franklin Heritage Commission
Regular Meeting
May 12, 2008
Franklin Public Library**

Call to Order

Chair Bob Morin called the meeting to order at 6:00 pm.

Attendance

Commissioners Present

Bob Morin, Chair
Bob Sharon, Vice-Chair
Mary Boswell, Secretary
Annette Andreozzi, City Council Rep
Dave Palfrey
Dave Sinclair, Alternate

Commissioners Not Present

Elizabeth Colburn, Alternate

Others Present

Approval of Minutes

Dave Palfrey moved and Annette Andreozzi seconded the acceptance of the regular meeting minutes of April 30, 2008. Vote taken, motion passed.

Old Business

Change of Regular Meeting Dates

In accordance with the Commission's Rules of Procedure, a public notice was posted to inform the public as the Commission intent to discuss changing the date of the regular meeting under Rules of Procedure – Section 4. Meetings. A.

Dave Palfrey moved and Bob Sharon seconded a motion to amend the Rules of Procedure to read as follows:

§ 4. Meetings.

A. Regular meetings will be held, usually on the second floor of the Franklin Public Library, at 6:00 p.m. on the second Monday of the month. Other meetings shall be called at the discretion of the Commission at a time and place to be determined.

During discussion of the proposed change, Annette Andreozzi indicated that this change should be noted on the City's website.

Vote taken, motion passed.

New Business

Commission Operations

Bob Morin indicated that the Planning and Zoning Office has agreed to review draft Commission documents, such as public notices, for accuracy and completeness before they are posted. Morin also mentioned that draft minutes of all meetings will now be submitted to the both the Planning Office and the City Manager's Administrative Assistant. Upon Commission approval of the draft minutes they will be resubmitted to the same offices. The Planning Office will then post them on the City's website.

Workshop Meeting – Planning Board

Morin announced that the Planning Board has announced a Workshop Meeting to tour the Riverbend Mill site on Wednesday, May 14 at 6 p.m. at 100 Memorial Street.

Review of Regulations and Rules of Procedure

In anticipation of future public hearings Morin suggested the Commission review Regulations and Rules of Procedure. Commissioners undertook to discuss both documents.

Under Section III – Definitions of the Commission's Regulations, a question was raised on the definition of Preservation. As defined, Preservation is the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. Specifically, the question was whether "repair of exiting historic material" means that the same materials as the original must be used in repair. It was noted that this definition is from the Department of the Interior's National Standards and the intent is that the same material as the original must be used if it is to be considered as preservation. Andreozzi indicated that criteria may differ for an alteration, restoration or rehabilitation and that often individuals may say they are going to preserve when what they actually mean is that they going to rehabilitate.

A question was raised as to the Commission's role in ruling on the style of street lights as opposed to lighting attached to a building or lighting as part of a landscaping scheme. The general feeling is that the Commission has a role in the style of street lights but that the Planning Board has jurisdiction over the number of lights and placement. The Commission was definitely of the opinion that any lighting schemes as part of a landscaping plan falls under the Commission approval jurisdiction.

The Commission entertained additional questions and it was concluded that clarification may be required, particularly to benefit future Heritage Commission activities.

Defining Criteria for Historic Districts

The Commission initiated discussions on the creation of additional historic districts in Franklin and why this may be important to consider. Annette Andreozzi explained the usual steps followed in creating districts and indicated that in New Hampshire the state allows municipalities to decide on criteria to be used in creating districts. Also outlined was the local status of historic districts versus the status of a historic district in the National Register of Historic Places.

Mention was made of many districts being created based on structures being at least 50 years of age and the question was raised as to whether this criteria would be appropriate for new district in Franklin.

This discussion then turned to asking why it is important to have criteria for creating historic districts in Franklin. The consensus reached was that this fundamental question must be answered before further discussing the details of creating districts. The Commission agreed to continue discussions at future meetings. Mary Boswell added that the Heritage Commission clearly needs to focus on outlining the economic benefits and why it is good for Franklin.

Other Business

The Commission discussed the Franklin Community Day activities at which a table was set up and information distributed on the Commission's roles and responsibilities.

Dave Sinclair raised a question concerning funds that are designated for store front improvement. Dave explained he has been asked why the Commission should be concerned with the management of these funds and would like to be positioned to provide an answer.

It was explained that when this fund was established it was managed by the Chamber of Commerce but discussions are underway for FBIDC to assume this responsibility. Further, it was stated the Commission is not concerned with how the money is managed but that the Commission would like to provide the eventual managing entity with information on signage regulations to distribute to individuals who might apply for the funding. Morin indicated he contacted Denise Sharlow by email to let her know the Commission would be ready to prepare an informational packet to this end. It was revealed that to date FBIDC has not assumed responsibility for managing the fund.

Dave Palfrey raised the question as to why the City is saving the old City Hall windows. A discussion ensued regarding the US Department of Interior's Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings. Mary Boswell explained the decision to save the windows strongly influences a decision on future preservation funding, be it for city buildings or any other building in the Historic District. She indicated that if a city can demonstrate that it has taken steps to preserve and subsequently restore a building to its original condition is better positioned to receive funding. Mary stated she believes we should also move to become a Certified Local Government, a step she believes will further enable access to grant funding.

Annette stated she would like to applaud the work Morin did in making a Heritage Commission banner for the Community Day.

Adjournment

With a motion from Dave Sinclair, seconded by Dave Palfrey, the commission voted to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Bob Morin, Chair