

## WOLFEBORO HERITAGE COMMISSION

Wolfeboro Public Library Meeting Room

May 11, 2016, 7 p.m.

Minutes – Approved

**Members present:** Maggie Stier, Anne Blodget, Gene Denu, Vaune Dugan, Cynthia Melanson, Wendy McHugh and Sheryll Ross

**Staff present:** Town Manager Dave Owen and Recording Secretary Larissa Mulkern

**The meeting was called to order following brief introductions at 7 p.m.**

- 1. Organizational meeting:** Mr. Owen provided general instructions on committee structure, election of officers, and setting of meeting dates for this newly established Heritage Commission, which voters approved during the March Town Meeting. The first item of business was to elect officers. Anne nominated Maggie to serve as board chair and Anne was nominated to serve as vice chair. Vaune seconded the motion on the slate of officers. Members voted all in favor and the motion passed. Mr. Owen added that Harold Parker who serves on the Wolfeboro Budget Committee has expressed interest in joining the Commission. Next year the commission members will have to include funds in the Commission budget for the recording secretary, Owen added, but the position will be funded from the Selectman's office budget for now. The Commission includes the following: Maggie Stier, three year term; Anne Blodget, two year term; Cindy Melanson and Sheryll Ross, both for three year terms, Wendy McHugh and Gene Denu, both for two year terms, and Vaune Dugan and Harold Parker, both for one year terms. Mr. Owen noted there were no limit to the number of terms and that the commission could determine its own rules of procedure.
- 2. Overview of Right to Know Law, RSA Chapter 91-A,** regarding posting of meetings and minutes: Meeting notices must be placed in two public places, at the Town Hall bulletin board and Wolfeboro Library bulletin board and on the Town web site a minimum of 24 hours prior to a public meeting. A quorum of at least five appointed members is required for a meeting. Voting by email is not permitted. Voting can only take place during a posted public meeting with a quorum. Minutes must be posted within five business days of the meeting at the Town Clerk's office and on the Town's web site. Online discussions, via email, are allowed by no voting is allowed via email. When there is a shortage of members for a quorum, alternates become full members and can vote. Mr. Owen added that there is a provision in the Right to Know Law that allows electronic or telephonic meetings via Skype or teleconference devices.
- 3. Other Business:** Maggie asked Mr. Owen about creating an update to the town's Master Plan that includes a chapter on the Town's historic and cultural resources. He replied that Planning Director Rob Houseman is working on an update to the Master Plan and she could speak with him. Gene, who also serves on the Wolfeboro Historical Society, added that there is a heritage section in the Town's Master Plan; in addition, he has compiled a large inventory and survey of 350 of the town's oldest homes and buildings. Maggie also asked whether the Heritage Commission could be of assistance in exploring uses for the old Wolfeboro Oil Freight House that the Town had purchased. Mr. Owen added that the commission's assistance would be welcomed.

Gene suggested creating a zoning overlay map of all the historic buildings to determine which ones may be at risk for demolition as they fall into a commercial zone. Gene, who has an extensive database, will provide the data to Maggie on the 350 most important structures. Not included on his survey are shorefront homes or those located on islands, or that would have been a danger (due to traffic or location) to survey. He has also extensive files on deed tracings.

Members discussed New Hampshire's statute, RSA 79-E, which provides tax relief for preservation of historic barns. She said the Commission can be a resource and can help provide residents with the tools to protect and preserve historic buildings. She added that despite problems like asbestos and lead in old buildings, nonprofit groups have preserved hundreds of buildings, and that this Commission could assist the Cooks, the new owners of the Pickering House, if they need help with preservation.

Vaune suggested creating a Mission Statement, one that made clear that the Commission was not established to **prohibit** things. Maggie asked if the Commission has a liaison with the Board of Selectmen. Mr. Owen said he believed the liaison was Linda Murray.

Members agreed to meet the second Wednesday of the month at 7 p.m. at the Wolfeboro Public Library. Meeting dates are June 8, July 13, August 10, September 14 and October 12.

A motion to adjourn was made by Maggie and seconded by Vaune at 8:11 p.m. Members voted all in favor and the motion passed.

Respectfully submitted,

Larissa Mulkern  
Recording Secretary  
May 17, 2016