

 CITY OF DOVER	HERITAGE COMMISSION MINUTES Meeting Type: Regular Meeting Meeting Location: Council Conference Room, City Hall Meeting Date: February 2, 2021 Meeting Time: 6:00 p.m.
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Physically Present: David Emery, Councilor John O'Connor
Remotely Present: Otis Perry (Vice Chair), Jeff Spires (Chair)
Absent (Excused): Anthony McManus
Staff: Dave Carpenter, Community Development Planner, Christopher Parker, Assistant City Manager

1. CALL TO ORDER

The Chair noted at 6:01 pm, that certain members of the Heritage Commission are participating in this meeting remotely. In addition, the Chair of the Heritage Commission does, per NH RSA 91-A:2, III (b), declare an “emergency” within the meaning of that statute and waive the requirement that a quorum be physically present at the meeting. In either event, remote members will identify their location and any person present with them at that location. All votes will be by roll call.

The City of Dover has taken extra steps to ensure the physical location of this meeting conforms with all safety provisions during the pandemic, including social distancing, face coverings, and frequently sanitized facilities. Although qualified members of the public can participate in the meeting by speaking at the physical location, the public is encouraged to leave comments in advance by calling 516-MEET (6338), emailing Dover-Planning@dover.nh.gov, or mailing written comments to Heritage Commission, Dover City Hall, 288 Central Ave., Dover, NH 03820. Messages must be received no later than 4 p.m. the day of the meeting and should identify the name and Dover address of the person leaving the message or providing the comment.

2. ELECTION OF OFFICERS

J.O'Connor made motion, second by D.Emery to elect the following officers:
Chair: J.Spires
Vice Chair: O.Perry
Secretary: D.Emery

Perry – Yes, Emery – Yes, Spires – Yes, O'Connor – Yes Vote: U/A

3. APPROVAL OF THE PRIOR MINUTES

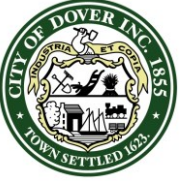
September 08, 2020 Regular Meeting Minutes: Perry moved to approve. Second by O'Connor, Dave Emery noted a typo.

Perry – Yes, Emery – Yes, Spires – Yes, O'Connor – Yes Vote: U/A

O'Connor moved to revise the agenda to move Old Business after New Business Perry second.

Perry – Yes, Emery – Yes, Spires – Yes, O'Connor – Yes Vote: U/A

4. CITIZEN FORUM

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No one spoke.

5. NEW BUSINESS

- a. Chinburg Management LLC Community Revitalization Tax Credit Application for #1 First Street, Dover, New Hampshire, Map 6 Lot 20.

Matt Asia, Chinburg Properties presented the application and discussed the development program that they are proposing. He discussed the experience that Chinburg has on rehab projects and the overall portfolio they manage.

M.Asia confirmed for J.Spires the feasibility of rehabilitating the building

Perry moved to find that the retention of the building enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, both independently and within the context of the downtown based upon the streetscape and the general nature of the building within the neighborhood. The project meets the requirements of 79E. O'Connor second.

Discussion ensued and Commissioners noted they are happy to see the building retained.

M.Asia confirmed that Chinburg is aware of the Secretary of the Interior standards, and expects to reference them when possible.

M.Asia confirmed for D.Emery that there is limited impact to First Street. Sidewalk and landscaping will be added and tie in to utilities.

Discussion ensued regarding recommending that an archeologist be present during excavation.

D.Emery moved to amend to include the language that the 79E approval includes retaining any information obtained during the site work for the construction. No Second.

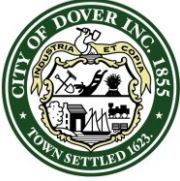
On the Perry motion as originally proposed:

Perry – Yes, Emery – Yes, O'Connor – Yes, Spires – Yes Vote: U/A

D.Emery moved to recommend to the Planning Board with reference to the City Council, that during the site plan review the Board consider requiring an archeologist be on site inspecting and recording the materials below grade, being disturbed by construction, as excavation occurs. Perry Seconded.

Perry – Yes, Emery – Yes, O'Connor – Yes, Spires – Yes Vote: U/A

6. OLD BUSINESS



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D.Carpenter noted that the Commission has discussed and not action on two items. First, perform an inventory of historic and cultural sites, and whether or not to have the Commission review and recommend the City Council explore creating a historic district.

Members were to provide thoughts to staff which would be provided to the Commission, only D.Emery provided information.

Discussion ensued about members getting the materials to staff for review and coordination within the next two weeks.

7. **REPORT FROM THE PLANNING DEPARTMENT**

D. Carpenter gave an overview of the toll both replacement project the State is holding public information session Wednesday the 17th.

D. Carpenter gave an update on the 106 Review process and the role the Commission has in reviewing options.

Staff provided an update on the status of recommended mitigation for the General Sullivan Bridge project, noting that the state still has not provided mitigation approaches. The expectation is for the state to release their proposal, followed by public comment.

8. **MATTERS OF CONCERN TO MEMBERS**

None

9. **OTHER BUSINESS**

None

10. **ADJOURN**

Motion by O.Perry to adjourn at 7:26. Seconded by D.Emery. Perry – Yes, Emery – Yes, Spires – Yes, O'Connor – Yes Vote: U/A