

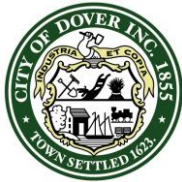


CITY OF DOVER

HERITAGE COMMISSION – AGENDA

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust St., Room 323, Dover, NH 03820
Meeting Date: **Wednesday, September 14, 2022**
Meeting Time: **10:45 a.m.**

1. Call to Order
2. Introduction of New City Manager's Ex-Officio
 - a. Carrie Tremblay, Reference Librarian
3. Election of Officers: Vice-Chair
4. Approval of Prior Minutes
 - a. March 7, 2022 Regular Meeting Minutes
5. Old Business
6. Citizen Forum
7. New Business
 - a. Establishing a quarterly meeting schedule
 - b. Board membership expansion (5 to 7 members)
 - c. Expansion to Authorities and Duties
8. Matters of Concern to Members
9. Other Business
10. Adjourn



CITY OF DOVER

HERITAGE COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Council Conference Room, City Hall
Meeting Date: March 7, 2022
Meeting Time: 10:00 a.m.

Present: Jeff Spires (Chair), David Emery, Councilor Linnea Nemeth
Absent: Otis Perry (Vice Chair), Anthony McManus
Staff: Dave Carpenter, Community Development Planner, Natasha Kypfer, Assistant City Planner

1. CALL TO ORDER

Meeting called to order at 10:02 a.m.

2. INTRODUCTION OF NEW COUNCIL LIAISON & SUPPORT STAFF

Councilor Nemeth and Assistant City Planner introduced themselves to the Commission

3. ELECTION OF OFFICERS: CHAIR, VICE-CHAIR & SECRETARY

Motion by Spires and second by Emery to elect the following officers:

Chair: J. Spires
Secretary: D. Emery

Vote: U/A

Vote for position of vice-Chair postponed.

4. APPROVAL OF MINUTES FOR FEBRUARY 16, 2021

Motion by Spires to postpone. Second by Emery. Vote: U/A

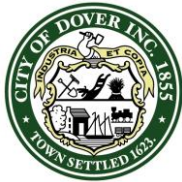
5. OLD BUSINESS

a. Inventory

Motion by Emery, second by Spires: Request Council definition, duties and scope in total of what "survey & inventory of all cultural resources" means, as an action for HC. If no explanation is provided, request this be removed from HC operating rules. Vote: U/A

b. Historic District

Motion by Emery, second by Nemeth: Move to not forward the suggestion to council. Vote: 2/1 (Emery: Yes, Nemeth: Yes, Spires: No)



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6. CITIZEN FORUM

B. Early from the Media Services Department indicated that he was in attendance to learn of any updates or activities that could require engagement by Media Services.

7. NEW BUSINESS

No new business.

8. REPORT FROM THE PLANNING DEPARTMENT

Staff informed the Commission that a final Environmental Impact Statement had been completed for the General Sullivan Bridge regarding pedestrian and non-motorized use.

The Commission reviewed a memo provide by Deputy City Manager Parker regarding NHDOT mitigation related to loss of the General Sullivan Bridge.

9. MATTERS OF CONCERN TO MEMBERS

None

10. OTHER BUSINESS

None

11. ADJOURN

Motion by Spires to adjourn at 11:30. Second by Emery. Vote: U/A

§ 9-25. Heritage Commission. [Added 10-28-2015 by Ord. No. 2015.10.14-021; amended 6-8-2016 by Ord. No. 2016.05.25-008]

- A. Membership. The Heritage Commission shall consist of seven voting members, including one City Councilor; one citizen recommended by the Woodman Institute Museum, and five citizens, one of whom may be a Planning Board member and one of whom may be a Downtown Dover Tax Increment Finance Advisory Board member. A representative from the library, appointed by the City Manager, shall be an ex-officio non-voting member. A staff liaison shall be appointed by the City Manager. **[Amended 5-11-2022 by Ord. No. 2022.04.26-006]**
- B. Terms of members. Members shall be appointed to terms of three years. The City Council member shall serve for his/her current Council term and shall be appointed by the Mayor with the approval of the Council. Original appointments may be staggered so that all Commissioner's terms do not expire at the same time. **[Amended 5-11-2022 by Ord. No. 2022.04.26-006]**
- C. Authority and duties. The Heritage Commission shall have the capacity to oversee the following duties and functions consistent with RSA 674: **[Amended 5-11-2022 by Ord. No. 2022.04.26-006]**
 - (1) Survey and inventory all cultural and historic resources, in order to plan for preservation and include valuation.
 - (2) Conduct research and publish findings to inform the City Council and City Manager.
 - (3) Assist the Planning Board, as requested, in the development and review of those sections of the Master Plan which address cultural and historic resources.
 - (4) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting cultural and historic resources, including advising the City Council on the historic value of potentially replaced qualifying structures pursuant to RSA 79-E:4.
 - (5) Coordinate activities with appropriate service organizations and nonprofit groups, at the discretion of the City Council.
- D. Appropriations. Any appropriations established by the City Council for use by the Heritage Commission shall be held in a Heritage Commission fund and disbursed in accordance with RSA 674:44-b, subject to the requirements of the City's purchasing procedures and accounting requirements as administered by the City Manager.