

CITY OF DOVER

HERITAGE COMMISSION – MINUTES

Meeting Type: Special Meeting
Meeting Location: First Floor Conference Room, City Hall, Dover, NH 03820
Meeting Date: February 10, 2023
Meeting Time: 9:00 a.m.

Present: Jeff Spires (Chair), Otis Perry (Vice Chair), David Emery (Secretary), Tony McManus

Absent (Excused): Councilor Linnea Nemeth

Staff: Carrie Tremblay, Reference Librarian; Natasha Kypfer, Zoning Administrator/Asst. City Planner

1. CALL TO ORDER

Meeting called to order at 9:00 a.m. by Chair Spires.

2. ELECTION OF OFFICERS: CHAIR, VICE CHAIR AND SECRETARY

Motion by Perry and second by McManus to elect Spires Chair

Roll Call Vote: Yes- Spires, Perry, McManus; No- Emery.; Abstain- None. Motion passed

Motion by Perry and second by Spires to elect McManus Vice-Chair

Roll Call Vote: Yes- Spires, Perry, McManus; No- None; Abstain- None. Motion passed

Motion by Perry and second by McManus to elect Emery Secretary.

Roll Call Vote: Yes- Spires, Perry, McManus, Emery; No- None; Abstain- None. Motion passed

3. APPROVAL OF PRIOR MINUTES

Motion by Perry to accept. Second by McManus. Vote: U/A

4. OLD BUSINESS

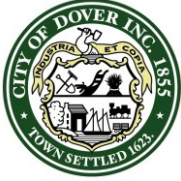
None

5. CITIZEN FORUM

No comments provided.

6. NEW BUSINESS

Section 106 Review of Application submitted by EBI Consulting.



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Zoning Administrator Kypfer reviewed the request for comment by EBI Consulting pertaining to the Strafford County Administration Building at 259 County Farm Road. Comments by the Heritage Commission would be non-binding as the parcel is owned by Strafford County. Staff suggests the Commission not submit comments due to the governmental ownership of the parcel and the applicability of RSA 674:54.

Motion by Perry to not comment, without prejudice. Second by Spires.

Roll Call Vote: Yes- Spires, Perry, McManus, Emery; No- None; Abstain- None. Motion passed

7 UPDATES FROM THE PLANNING DEPARTMENT

- a. Staff reported updates on the assessment of the Water Works building at 11 Lowell Avenue for possible rehabilitation. The Planning Department is looking into conservation and reuse of the structure, and seeking funding opportunities. On February 21st a site visit is scheduled with the Preservation Alliance, which serves as an initial consult prior to applying for the NH Preservation Alliance Assessment Grant.
- b. Appointment of Woodman Institute Museum citizen to the Heritage Commission. Staff reports Jon, Nichols, Executive Director of the Woodman, has applied for the vacancy.

8 MATTERS OF CONCERN TO MEMBERS

Emery asked for clarification on how individuals can bring items to the Commission to consider.

Emery offered his resignation.

Spires accepts resignation.

Perry discussed the importance of protecting Dover's history, in relation to the Water Works structure. He also suggested connecting with the Utilities Commission on this project.

There was discussion of moving the June 8, 2023 meeting due to Dover High School Graduation being held that day. Staff will come up with alternative dates.

9 OTHER BUSINESS

None.

10 ADJOURN

Motion by Spires to adjourn. Second by Perry. Vote: U/A

Meeting adjourned at 9:33 a.m.