

Hampton Heritage Commission

Draft Meeting Minutes 3/16/2021

The Chairman of the Hampton Heritage Commission determined that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, that to properly ensure the safety of the public and that of several of the Board members who are within the CDC guidelines needing to take special precautions, this public body was authorized to meet electronically. Please note there was no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, the Chairman confirmed: We were utilizing a teleconference service for the electronic Meeting. All members of the Board had the ability to communicate contemporaneously during the meeting through the proposed platform, and the public could join the electronic meeting by joining the Zoom meeting with meeting ID # 84624836645

Call to order 6: 05 P.M.

Virtual salute to flag was conducted by Chair Jim Metcalf.

Members Present:

Ann Carnaby (at home alone)

Christine Bushway (at home alone)

Gary Patton (at home alone)

Jim Metcalf (at home alone)

John Wrobel (at home alone)

No public citizens were present at the electronic meeting.

Approval of meeting minutes for 2/4/2021. Ann Carnaby suggested that meeting minutes submitted should include a signature block indicating the individual who was preparing the minutes. Her additional suggestion was that members not present at the meeting should abstain during the vote for the approval of the minutes. With these two suggestions, a motion for approval by Ann Carnaby which was seconded by Christine Bushway. 3 vote for approval, with Jim Metcalf and Gary Patton abstaining.

Correspondence

No new correspondences for the Commission's attention.

Historic Building Markers Project

Jim Metcalf provided an update, which included discussion of Christine Bushway's well-prepared publicity campaign article. Ann Carnaby discussed the process on how Hampton residents can participate in the program. John Wrobel provided a suggestion for a "throw-away sheet of instructions" to go along with the application process. The steps would include:

Step one: Owner fills out form

Step two: Owner sends completed application to Heritage Commission

Step three: Owner waits for approval from Commission

Step four: Owner receives approval and orders historic marker from vendor.

There was additional discussion by Commission members on the pros and cons of the “throw-away instructions.” Ann Carnaby suggested that the owner applicant should send the application along with the fee for the vendor at the same time and the Commission upon approval would then forward the fee to the vendor on behalf of the owner applicant. Various Commission members expressed pros and cons to this approach. There was some discussion on the time frame from applicant owner submitting an application and the receipt of the historic markers from the vendor. Previous discussions with the marker vendor had indicated that a marker may take up to 8 weeks to make depending on the vendor’s workload capacity. Jim Metcalf will explore the time frame associated with the most recent experiences from an owner participant in the marker program. Jim Metcalf then directed the Commission’s discussion on advertising the marker program and the placement of application materials in various town locations. The following assignments for Commission members was determined:

1. Jim Metcalf will contact Town Hall and Hampton Historical Society for placement of application materials at those locations.

2. Christine Bushway will contact the library for placement of application materials. She will additionally contact the Hampton Union for publicity of the program as well as the In the Know Hampton Facebook page.

Due to various outstanding follow-up items, a final discussion will be deferred to the Commission’s next monthly meeting, along with the identified need to make some additional amendments and corrections to the application forms.

Old Business

Hampton Historical Society Kiosk Program Update: Jim Metcalf provided the Commission with an update from a meeting he attended with the Hampton Historical Society on historical informational kiosks. Initially, kiosks will be installed at the entrance to the Tuck Museum property similar in nature to the State Park Kiosks at Hampton Beach. One side of the kiosk will have non-permanent information; the remaining sides will have permanent information to explain, for example, information on the various structures at that location. He also indicated that the Society is interested in conversations with the Commission on a similar kiosk at the Grist Hill site using funds that have been transferred from the Society to the Town of Hampton. Further discussion will be conducted at the next Commission meeting.

New Business

Membership and Election of Officers: Jim Metcalf notified the Commission of the retirement of alternate member Gary Patton and departure of the Board of Selectmen (BOS) represented Mary Louise Woolsey due to her no longer serving as a Selectman. He acknowledged the Commission’s appreciation for each individual’s attendance, support and participation. A new BOS representative should be appointed at one of the BOS meetings.

Ann Carnaby nominated Jim Metcalf as chair, seconded by Christine Bushway. Ann Carnaby, John Wrobel, Christine Bushway, and Gary Patton voted yay, passed 4-0.

Jim Metcalf nominated Christine Bushway as vice chair, seconded by Ann Carnaby. Ann Carnaby, John Wrobel, Gary Patton and Jim Metcalf vote yay, passed 4-0.

Jim Metcalf nominated John Wrobel as recording secretary, seconded by Christine Bushway. Christine Bushway, Ann Carnaby, Gary Patton and Jim Metcalf vote yay, passed 4-0.

DOT Zoom Meeting on Route 1A Construction Work: The Commission members discussed a recent Zoom meeting held by DOT on the Route 1A construction work and possible involvement in the process through the National Historic Preservation Act 106 process. At this time, there was no perceived urgency in contacting DOT. However, Jim Metcalf motioned that as chairman, in the event some level of urgency exists prior to the next Commission meeting, a letter from the Commission would be provided to DOT identifying to DOT that the Hampton Heritage Commission has an interest as a consulting party with an interest in preservation outcomes of the project. Christine Bushway seconds the motion, passed 5-0.

Adjourning

Jim Metcalf motioned for adjournment at 7:25 PM. Ann Carnaby seconds the motion. 5-0 to adjourn.

Respectfully submitted,

John G. Wrobel