

**Meeting Minutes
Danville Heritage Commission
March 9, 2011**

Present: Carol Baird (Chair), John Russo (Vice Chair), William Gard, Annmarie Inman (Selectperson Member), Dave Knight (Alternate)

Absent: Nikki DeSantis (Danville Elementary School Liaison)

Also Present: Laurie Crevatis (Clerk)

Carol called the meeting to order at 7:31 p.m. and it was televised. Dave Knight was designated a voting member for tonight's meeting.

Draft Minutes of February 23, 2011 Meeting

The draft minutes of the February 23, 2011 meeting were reviewed. Bill made a motion to accept the minutes as submitted and John seconded the motion. Carol called for a vote to accept the minutes as amended and it was unanimous with the exception of Dave who abstained. The clerk will make the amendments and forward for posting on the web site.

Mail/Announcements

- Carol found out that the Annual OEP Conference on Planning and Zoning will take place on June 11, 2011 at the Radisson in Manchester, NH. There is no agenda yet. The cost is \$60 per person. Heritage has enough in its budget for two people to attend. Carol will try to get more information.
- A notice stating that the town hall is going to discontinue their post office box and that the boards need to change their letterhead to reflect the address of 210 Main Street. This will occur very soon.
- An issue of *New Hampshire Preservation Alliance News*.
- A Notice regarding a Grant Writing and Resource Development workshop to take place on June 20-21, 2011 in Boston. The cost is \$375 per person.

DISCUSSION

1. Warrant Article Regarding Membership

Carol announced that the warrant article passed and now the board needs to work on its Procedures and its commission terms and expiration dates.

2. Amending of Procedures

Carol passed out copies of the 2009 Amended Procedures. She said the following needs to be addressed in the procedures:

(a) member terms should be staggered so one would expire each year. John has a three year term which expires in 2012, there is a vacant three year term which expires in 2014, Carol's term is a two year term which expires in 2013, Bill's term is a one year term which expires in 2012;

(b) Chris has agreed to accept by email the draft and final Heritage Commission Meeting Minutes and post them in the book at town hall, therefore the procedures need to be amended to reflect this. The clerk will email them to her. Carol will give the clerk her email address; and

(c) there is a new law stating it must be specifically set out in the procedures how an alternate can participate at meetings. Carol read the new law (which she will copy and distribute). It applies when an alternate has not been appointed as a voting member.

Carol suggested the board go through the procedures and highlight what needs to be changed and go over it at the next meeting.

3. Membership Application – Gabrielle Baechtold

Carol got a call that Gabrielle Baechtold has applied for membership. The Heritage Commission has been asked for their input on her application. Dave recommended Gabrielle, as she has lots of energy, a real interest in history, and is interested in grant writing. Dave made a motion that Heritage support Gabrielle Baechtold for membership. John seconded the motion and it passed unanimously. Carol said she has not received the application yet. Carol will send a letter to the Board of Selectmen stating that Heritage unanimously supports Gabrielle for membership.

4. 2011 Project with Danville Elementary School

Nikki was not present tonight. Carol suggested that everyone think about the Beehive flyer design that will go home with the children in their mail packet from school. This will be a notification that the Heritage Commission will sponsor an open house at the Beehive Hut on a Saturday. Carol suggested thinking about it and bringing any ideas to the next meeting. Dave said he may know someone who can speak at the school and he will ask that person. Carol will put this on the next agenda. A suggestion for a potential date was Saturday, May 21 (before Memorial Day). Carol suggested Heritage should walk out before then and see if the trail is clear.

5. Tuckertown Road Easement – Letter to Board of Selectmen

As previously discussed, Carol drafted a letter to the Board of Selectmen and copied the Conservation Commission on it. She said she did not mention the signage in the letter, as will be discussed at a meeting with the Board of Selectmen, as well as cleaning up slash. Per Bill, this easement is on someone's property and someone could object to signs. Annmarie said Bruce may have suggestions in that regard. Carol suggested inviting him to the meeting as well. Carol thought it would be nice to have the history posted in the area. Carol thought the issue of notification to abutters will also need to be discussed if the town decides to move forward with using the easement. Her letter was approved by the board. Carol will obtain a copy of the recorded easement and as soon as she has it she will send a letter to the Board of Selectmen.

6. Checks for Work at Stagecoach Stop

Bob Pothier called Carol regarding obtaining checks so he can order shingles and contact someone to help him with the roofing. Per Carol, the usual procedure is the board approves anything over \$50. Carol requested the board's permission to submit warrants to the Stage Coach Stop fund for whatever Bob needs for materials. Carol will let the board know what she does.

7. Other Business/Member Items

Dave announced this is his last meeting. He is an alternate on the Planning Board, and cannot be an alternate on two land use boards. The issue had been explored with LGC. Carol asked Dave if he would remain if it was discovered he would be able to do so and his answer was affirmative. Carol reminded the board that Bill's and Carol's terms expire on April 30 of this year and the new quorum is three members effective yesterday.

Bill said he got a letter from Jack Barnes in response to his letter regarding the request for LCHIP funding support. Jack thanked him. His was the only response Bill got thus far. Carol will forward Bill's letter on to Matt Lahey, LCHIP and NHDHR. Dave made a motion for Carol to email the letter to all of them. John seconded the motion and it passed unanimously.

ADJOURNMENT

Bill moved to adjourn the meeting at 8:23 p.m. Dave seconded the motion. Carol asked if there was further discussion and there was none. She called for a vote and the vote was unanimous.

MINUTES PREPARED BY LAURIE J. CREVATIS, CLERK

Amended/Approved on March 23, 2011 by majority vote of the Commission.

Next Meeting: Regular Meeting on March 23, 2011 at 7:30 p.m.

