

1 **Heritage Commission**
2 **Danville, NH**
3 **Minutes of September 19, 2016 Meeting**
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6 **Members Present:** Carol Baird (Chair), Mary Ann DiStefano (Vice Chair), Linda Roth
7 (Member), Marguerite Guilmette (Alternate)
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9 **Also Present:** Caleb Chretien, Laurie Crevatis (Clerk)
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11 **Absent & Excused:** Judi Cogswell (Selectperson Member), Aamber-Rose McIntyre
12 (Member), Michele Boyd (Alternate)
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14 Carol called the meeting to order at 7:34 p.m. The meeting was televised. Carol appointed
15 Marguerite as a voting member for tonight in the absence of Aamber-Rose.
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17 **Draft Minutes of August 24, 2016**
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19 The draft minutes of the August 24, 2016 meeting were reviewed. Mary Ann made a motion to
20 accept the minutes of August 24, 2016 as revised. Marguerite seconded the motion. Linda
21 abstained. The motion passed unanimously.
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23 **Draft Non-Public Minutes of May 11, 2016 and May 25, 2016**
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25 This was delayed, as not all members are present tonight who were present during those
26 meetings.
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28 **Caleb Chretien - Eagle Scout Project Sign-off**
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30 Caleb was present to give his final presentation of the trail project. His work book was not yet
31 completed so he needs to return to Heritage to get a sign-off on it, and it must be done before
32 he turns 18 years of age, which is on October 15. Caleb showed photos of his final project.
33 His work on the trail started in July. He held one carwash fundraiser and made over \$700. He
34 got lots of donations of materials including from East Coast Lumber. A company offered to
35 donate all trek decking to go over the bridges for a value of over \$1,600. Bobby Loree, who is
36 on the Recreation Committee and has a wood chipper, helped with the wood chipping and
37 Carol thanked him for stepping in. The project took a little over 500 hours with about 20
38 volunteers, most of whom are from Danville. The signs are also in place. Caleb gave Carol a
39 list of the materials left over which she read. Carol suggested the Highway Department might
40 be able to use the left over materials and she asked them to pick them up. The money
41 remaining from the project of \$90 will go into the Heritage Fund. Mary Ann made a motion for
42 the remaining money from Caleb's project to go into the Heritage Fund. Linda seconded the
43 motion and it passed unanimously. Mary Ann made a motion to allow Carol to look at his work
44 book and sign off on it when it is ready. Linda seconded the motion and it passed
45 unanimously. Caleb will Call carol when it is ready, meet her at town hall for her review and to
46 sign off on it. Everyone thanked Caleb for his work on the project. Mary Ann suggested
47 drafting a letter to the Board of Selectmen to tell them the work is done, and Caleb should be
48 thanked, and to invite people to enjoy the trail and Carol will draft it.
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50 **Stacie O'Connor - Recreation (Halloween Event)**

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Stacie O'Connor and Karen Cornell of the Recreation Committee were present tonight to discuss this event. Each board will spend \$50 which will be used to purchase the candy and treats. Carol asked if Heritage members can bake treats and that is an option as well. Lots of kids have peanut allergies so that must be considered. Carol will bring a table. Mary Ann made a motion we take out \$50 from our budget and give it to the Recreation Committee for the purpose of funding treats. Marguerite seconded the motion and it passed unanimously. Per Carol, if more funding than that is needed, Heritage can help. Carol will talk to Patty and submit a warrant to transfer the funds from Heritage's budget to Recreation by Thursday at noon which is Patty's vacation deadline.

Stacie spoke to the Fire Chief and he will make available a small extinguisher. She also spoke to Chief Parsons regarding traffic control and he will help with that. Stacie is working on parking and a shuttle. Stacie is looking into arranging a hayride.

Per Stacie, the speaker can talk at the Community Center if it rains. Carol noted that in the past the Staffords loaned a power cord to the Old Meeting House. Linda will look into getting a microphone. It would cost about \$25 to rent a screen if the town does not have a portable one. Linda will look into getting a wagon or tractor for the hayride to be paid out of Heritage's budget. Mary Ann made a motion for people to correspond regarding the wagon by email. Marguerite seconded the motion and it passed unanimously.

Recreation will get glow sticks and Carol will do some decorating at the Old Meeting House. Stacie will reach out if she needs help. Carol got enough material for information boards, as well as photographs regarding the Old meeting House and Parsonage Lands. Carol asked the Board of Selectmen (and copied the Old Meeting House Association) for permission to use the building and grounds, and it was granted. Stacie is waiting to hear on volunteers from the school. Volunteers may wear costumes, but not to scare the small children. Stacie has forms which she will get to Heritage for volunteers. Since this is a public event, no permission is needed to take photographs.

Carol announced the event is Saturday, October 29, 2016 at 2:00 p.m. Mr. Knoblock will speak on old cemeteries and gravestones in New Hampshire followed by a spooky walk on Tuckertown Road. It is open to the public and is free.

The members reviewed the press release Carol drafted and made some changes. Mary Ann made a motion to give Carol permission to send the final press release around. Marguerite seconded the motion and it passed unanimously. Carol will email it to the Recreation Committee members to distribute as they wish and Heritage will submit it to the *Carriage Towne News* as well as some other sites which Carol will look into. Mary Ann will draft something for Barry for the cable television, to be reviewed at the next meeting. New Hampshire Humanities will also advertise the event. Carol thanked Stacie and Karen and they left the meeting.

Per Carol, the speaker needs to be paid and we will soon get a check from New Hampshire Humanities to cover his speech and half his mileage. Heritage needs to pay the other half of his mileage, which is only about \$5. Mary Ann made a motion to authorize Carol to deposit the New Hampshire Humanities check into the Heritage Fund account and have the treasurer issue a check for the full amount from the Heritage Fund. Marguerite seconded the motion and it passed unanimously.

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102 Mary Ann made a motion to give permission to Carol to withdraw the funds to pay the speaker
103 for the full amount of his fee and mileage and to sign the form. Marguerite seconded the
104 motion and it passed unanimously. We then send the form we signed to the Board of
105 Selectmen and we tell them we voted on it. Carol is not available for the first meeting in
106 October. Carol will get it to the Board of Selectmen with the amount once known. Then they
107 vote on it.

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109 New Hampshire Humanities has a process where they announce the event since Heritage
110 received a grant from them. Carol will introduce the speaker. There is also an evaluation form
111 to pass out to the participants to evaluate the speaker. Carol will be at the Meeting House
112 doing this with Mary Ann. No photos or filming is permitted without the speaker's permission,
113 and Carol will ask him about that.

114 115 Mail/Announcements

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- 117 • A sample proclamation for constitution week to be signed by a town official, and it will
- 118 be passed on to the Board of Selectmen. It is unknown as to who it is from but it may
- 119 be from the Daughters of the American Revolution.
- 120 • A New Hampshire Humanities calendar for September

121 122 Discussion

123 124 1. New Member Application

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126 A new member application for an alternate position on the Heritage Commission was received
127 from Jim Castine, who is a member of the Danville Planning Board. He grew up in Danville,
128 loves Danville and loves history. Carol gave her personal opinion that it would be beneficial to
129 have a Planning Board member on the Heritage Commission's board. Linda made a motion
130 we recommend Jim Castine as an alternate member to the Board of Selectmen. Mary Ann
131 seconded the motion and it passed unanimously. Carol will get a letter to the Board of
132 Selectmen asking them to act on with our vote and recommendation. Carol will also check on
133 the term's expiration date.

134 135 2. 2017 Budget and Meeting House/Cemetery Survey

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137 Carol announced that Heritage was scheduled to propose its budget on October 17, but due to
138 her being unavailable she asked that it be rescheduled for November. She has not heard back
139 yet. She passed out the Heritage Commission's 2016 budget for review.

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141 Carol announced the Meeting House subdivision has received approval and moved forward.
142 At the recent Planning Board meeting Attorney Loughlin submitted a 22 page opinion letter to
143 the Planning Board, a copy of which Carol passed out to the members tonight. The result is
144 that the attorney agreed with the developer on his opinion of where the two triangles lay that
145 comprise the Meeting House land. Heritage had submitted a letter the same night with our
146 reasons as to why we did not agree.

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148 Carol explained that if the town had paid Attorney Loughlin and requested his opinion he would
149 be working for the town, but the developer and surveyor requested his opinion regarding the

150 boundaries and where the land laid. They paid him. In a sense he became the arbiter. The
151 attorney issued this opinion letter wherein he agreed the first triangle road frontage had to be
152 adjusted by the developer. There were many unanswered questions regarding Heritage's and
153 the town's research. It was voted to have the Meeting House and cemetery land surveyed
154 professionally, as nothing can be resolved without a survey. The cost associated is unknown,
155 and Carol asked the members tonight if it could be included in Heritage's budget. Carol
156 offered to call and get the costs and everyone was in agreement. Linda made a motion to
157 include this in our budget. Marguerite seconded the motion and it passed unanimously. Per
158 Carol, we may want to submit a letter with our budget backing it up. Carol will get names from
159 Barry of those people and make calls.

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161 Also, board members should think of what we want to include in the budget next year.

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163 3. Meeting House Stewardship Agreement

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165 It was signed on the following Monday night and is all set. The Board of Selectmen took out
166 the "enforcement" sentence. No other changes were made.

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168 4. Member Items

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170 Mary Ann noted that the stays at the Stagecoach Stop are in place and look great. Tom
171 Powers installed them and a new lock has been put on. He has been paid for his work. The
172 town and the Heritage Commission have keys to the building.

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174 **Adjournment**

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176 Mary Ann made a motion to adjourn the meeting at 9:20 p.m. Marguerite seconded the motion
177 and it passed unanimously.

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181 **MINUTES PREPARED BY LAURIE CREVATIS**

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183 Amended/Approved on September 28, 2016 by majority vote of the Commission.

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185 Next meeting: September 28, 2016 at 7:30 p.m.