

HISTORIC DISTRICT COMMISSION  
MINUTES  
December 11, 2012

**APPROVED as amended and clarified:**  
2/12/13 jrl\_\_\_\_\_

AGENDA: CLG GRANT UPDATE  
GOALS FOR 2013

ATTEND: Clay Dingman (Chairman), Don Milbrand (Sel. Rep.), Sandra Heaney

ABSENT: Larry Douglas (Vice Chairman – away), Dorcas Gordon (excused)

OTHER: -----

The meeting opened at 7:10 pm.

**MINUTES OF JUNE 12, 2012:**

The following amendments and clarifications were made:

Page 1, last paragraph, 5<sup>th</sup> line, replace “Preservation Alliance” with “Division of Historical Resources”. Page 2, 1<sup>st</sup> paragraph, 1<sup>st</sup> line, following “86” insert “historic”, replace “and she gets” with “there are”, following “fields” insert “in the property records data base that match the fields in the historic resources data base.”, and replace “and is” with “She is”. 2<sup>nd</sup> line, replace “one of” with “one for”. 4<sup>th</sup> line, replace “for the” with “those that are” and following “them” insert “on line until they are complete.” 2<sup>nd</sup> paragraph, 6<sup>th</sup> line, following “bids” insert “from resources”, and following “proper” insert “restoration”. Last line, at the end, add “when completed”. Page 3, 1<sup>st</sup> paragraph, 1<sup>st</sup> line, delete “we”. 5<sup>th</sup> line, following “for” insert “funding for”. 3<sup>rd</sup> paragraph, 4<sup>th</sup> line, following “practice and” insert “this preparation”. 6<sup>th</sup> line, replace “attached” with “joined”. 10<sup>th</sup> line, replace “it” with “the building” and following “with” insert “the features” and delete “what”. Last line, replace “told him to look at” with “pointed out to him”.

D. Milbrand made a motion, second by S. Heaney, to approve the minutes as amended. The motion carried.

**CLG GRANT UPDATE:** Mr. Dingman explained that Ms. Heaney is now doing the CLG grant process. He sent the information to them last August and asked that they get back to him for anything that might be needed. He finally heard back around October and they needed the changes back right away. This is when Ms. Heaney took over.

**CLG GRANT continued:**

Ms. Heaney stated that the changes are complete and are back in to NHDHR (New Hampshire Division of Historic Resources). It has now gone on to the AG office. From here, it will go to RFP. Ms. Heaney has already done a draft in preparation for the next step. Mr. Dingman added that he believes that the funds must be spent by September. This grant is for recording new historic properties in Bristol. Ms. Heaney suggested that we look at the oldest houses. Mr. Dingman said that NHDHR has suggested Route 104 east (Summer St.) as we have some of those houses already. He continued to say that there is a lot of information at NHDHR, Concord, but we have to go in to get it. Ms. Heaney added that the information that is to be documented is exterior (measurements, number of windows, special ornamentation, etc.).

**LEGAL WORKSHOP:** Mr. Dingman mentioned that Attorney Bernie Waugh's annual Legal Updates workshop is coming up and members may want to attend.

**2013 GOALS:** The first goal, of course, is the administration of the CLG grant. Ms. Heaney will be available to do this until May. Mr. Dingman explained that there are three phases to these grants: #1 is education, inventory, &/or survey needs, #2 is engineered plans, and #3 is for bricks and mortar.

Other goal suggestions: Historic Resources section of the Master Plan.

Mr. Dingman then mentioned that the Planning Board had 2 speakers in, Steve Whitman of NLRA and Don Sunquist of NH Forestry, for Conservation of the Watershed. Mr. Sunquist said that they can provide a map to show the sensitive areas of Bristol based on view-scapes, historic resources, scenic drives, etc. The map is color-coded and will make the Planning Board aware of these areas when they have hearings. They also spoke of doing a map of the large lots in Bristol on which they encourage cluster housing to be looked at in order to preserve more green space. There is money right now for them to do this and Mr. Dingman is willing to work at identifying these.

Another goal is what to do with the Old Town Hall. Mr. Milbrand feels that we need to get a plan together. Mr. Dingman stated that Mr. Capone, Town Administrator, is a good resource when he is not too busy and Mr. Milbrand stated that Joe Denning, Selectman, is good for dealing with grant writing.

Reviewing the Historic District Section in the Zoning Ordinance is needed. Mr. Dingman feels that a lot of what is in there should be covered in our Design Standards. Ms. Heaney stated that the commission should work on that at our meetings.

Mr. Dingman feels that the web site could use more content, as well.

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**OTHER:** Mr. Milbrand stated that the downtown sign post is being looked at again. He added that the Downtown project will probably be pushed to mid to late July since the State did not allow us to continue the pipes under their roads until next Spring.

When asked about the Pemi-path (recreation path), Mr. Milbrand stated that they have recently spanned another hurdle with the Army Corps of Engineers. There is more oversight when requesting it accommodate snowmobiles, he added. They have discovered that there is a swale that was created when DOT did the work on Route 3A south and they will look into helping to correct that.

Mr. Dingman mentioned that he and Ms. Heaney found the old turn table in the area and Mr. Milbrand stated that it would be nice to plan a park there at some point.

With no other business before the commission, S. Heaney made a motion, second by D. Milbrand, to adjourn at 8:15 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary