

Heritage Commission, Freedom, NH

Minutes of the Commission meeting held at Town Hall on 04/22/2009 (approved 05/12/09)

ATTENDED BY: Members - Bonnie Burroughs, Alan Fall, Carol Foord, Peg Scully, Bob Smart, Gale Morris. Alternates - Raymond Dahlstrom, Gail Bizer, Deborah Fauver, Lee Fritz. Select Board Rep. ó Neal Boyle. **ABSENT:** Alternate ó Alice Spear.

NOTE: Meeting was preceded by the swearing in ceremony of Members and Alternates present and administered by the Town Clerk, A. Elizabeth Priebe.

1. Meeting called to order at 7:00 pm by mutual agreement.
2. Leadership of the Commission was agreed to as:
Chairperson ó Carol Foord
Secretary & Public Relations - Bob Smart
It was pointed out that State Law requires all funds associated with a Commission to be handled by the Town Treasurer.
3. List of members was edited. New list attached.
4. Commission Standard Procedures were established as:
 - a. Meet the 2nd Tuesday of each month, 7 pm at Town Hall
 - b. A quorum will be 4 members/alternates. Alternates filling in at the meeting for absent members to be identified at start of meeting.
 - c. Minutes of meetings will not be made available to the public until members approve draft.
 - d. Need to finalize procedure for public input at meetings.
5. There will be an all day meeting with information for Heritage Commissions on May 2 at the Radison in Manchester. Gale and Bonnie have information. Neal to place item on Select Board meeting agenda regarding Town payment of committee education expenses.
6. Mission statement of 25 words or less to be drafted by Deborah for review at the May meeting. Will also consider a purpose statement.
7. A record of member attendance and time spent on projects to be maintained to verify volunteer hours in support of grant requests.
8. Grant Applications: G. Morris pointed out the need to have our first òNH Charitable Foundations Express Grantö application filed by 09/01/09. It was suggested that purpose of this grant be exterior renovation of Town Hall. Individuals agreeing to serve on a Grant sub-committee were: Deborah, Gail Bizer and Bob.
9. Buildings/Locations to be researched and reported on:
 - Town Hall exterior (requested by Selectmen)
 - Town Offices
10. List of Resources: Need to develop a list of people and document resources for research.
11. Inventory Task Force to include buildings & stone walls/foundations. The Historical Society is working on this.
12. Agenda Items for May 12, 2009 meeting:
 - a. Inventory sub-committee report
 - b. Grant sub-committee report
 - c. Web Site status
 - d. Attendance form
 - e. Mission & Purpose statements
 - e. Info. On educational opportunities ó G. Morris
 - f. Designate a person for Vice-Chair.
13. Meeting adjourned at 8:40 pm.