

## Heritage Commission, Freedom, NH

### Minutes of the Commission meeting held at Historical Society Bldg. On 07/14/2009

(Approved 08/11/09)

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

**MEETING CALLED TO ORDER BY THE CHAIRPERSON** at 7:01 pm. Earlier in the month word had been received that Town Hall was closed until safety issues are resolved. The July meeting was moved to the Historical Society Building on Old Portland Road.

**QUORUM:** Requirement of 4 members present was met.

**ASSIGNMENT OF ALTERNATES:** Not required as all members were present.

**ORGANIZATION AND PROCEDURES:** It has been determined that regulations require a public posting in two locations of our meeting schedule and meeting agenda. This can be done by posting on the Town Web Site and on the inside, north wall of Town Office building first floor. It was also determined that Meeting Minutes draft be made available to the public within 5 business days of the meeting. The Secretary will satisfy these requirements and report back at the August 2009 meeting. Time sheets to be given to the Secretary when they are full. Secretary will note the length of each meeting for time sheet purposes. Minutes of the 06/09/09 meeting, printed as draft #3 were approved and placed on file.

#### **UNFINISHED BUSINESS:**

1. **Inventory Sub-Committee:** First priority is to complete gathering of information regarding Town Hall, Town Offices & Allard House (Historical Society Building).
  - **Town Office:** Gale M. continues her research of old records regarding work done on the Town Office since the building was constructed. This information has been requested by Jean & Ian Marshall who are working with the Article 26 committee.
  - **Town Hall**
    - Exterior Paint:** Research concluded that re-painting is a reasonable option but vinyl may be lower cost in the long term.
    - Maintenance:** A list of items needing immediate and longer-term attention was presented to the Select Board on June 22, 2009. After consulting with the Fire Chief it was determined to close the building for public use until safety issues have been resolved. Most safety issues have been resolved and the building was returned to public use on July 11, 2009 with a requirement that outside doors remain open during meetings.
2. **Web Site:** Bob Smart worked with the Town Administrator to establish a Heritage Commission Listing that included member names with contact information and a copy of the approved minutes for May. No problems are anticipated with placement of additional information on the Town Web Site.
3. **Operating Procedures for the commission:** A revised document dated July 7, 2009 was distributed.
4. **Grant Sub-Committee:** Met on July 10, 2009 and assigned responsibilities: Gail ó gain input from Sarah Millette on preparing documents for grant applications; Deborah ó Listing of grant sources (she provided information at the Commission meeting); Bob ó Obtain list of possible grant projects for the Historical Society.

**NEW BUSINESS:**

- 1. Presentation to the public:** Because of the special requests for help on Town Hall and Town offices some people in Freedom may not understand that the Commission was formed to do an inventory of historical places and be an information resource on financial grant sources. We agreed to prepare a public program to educate townspeople about our purpose and what we have done thus far that will include samples of our work. Bob Smart will contact the Community Club with an offer to present a program for their Nov. 11, 2009 meeting. Deborah will begin work on a program outline.

**PUBLIC INPUT:** None received.

**NEXT MEETING:** 08/11/2009; 7:00 pm in Town Hall

**MEETING ADJOURNED AT 8:45 PM.** (1.7 Hrs.)

**RESPECTFULLY SUBMITTED:** Robert H. Smart, Secretary