HERITAGE COMMISSION
MASTER PLAN SUBCOMMITTEE
Meeting Minutes
June 17, 2026

The Heritage Commission Master Plan Subcommittee held a meeting in the City Hall 2nd floor conference room at 41 Green Street.

Members present: Chair Althea Barton, Councilor Aislinn Kalob, Bryant Tolles, Jennifer Goodman, Carol Brooks, Liz Hengen

Members of the public: Karen Kelly

1. Call to Order: Chair called the meeting to order at 4:30 p.m.
2. Reviewed minutes of two prior meetings. Brooks moved to approve April 21 minutes, Kalob seconded, all in favor. Hengen moved to approve May 20 minutes, Goodman seconded, all in favor.
3. New Business – None
4. Old/Continuing Business

   Committee members discussed and reviewed the following items:

   a. Staff's June 12 report to Planning Board outlining the 2050 master plan process with consultant Utile
   b. Recent master plans by Utile, the consultant recently selected by Concord, linked in the meeting agenda:
      i. Salem link
      ii. Nashua link
      iii. Portsmouth link (in progress)
   c. Ways in which Salem and Nashua, NH incorporated historic resources and preservation into various aspects of the master plans they created with Utile
   d. Having a subcommittee member attend the Planning Board's kick-off meeting with Utile to understand more about the process
   e. Data collection – finding out what data staff will ask Utile to collect, and what else would be helpful from a historic resource perspective
   f. The value of reviewing the Salem, Nashua and Portsmouth public outreach surveys, and discussing what kinds of questions might be relevant for Concord
   g. VHB will be covering the historic resources aspect of the master plan – who's the city's contact at VHB?

h. Saving material from the 2030 master plan that doesn't make it into the 2050 master plan, and making it more accessible to the public. Possibility of Heritage Commission using a Certified Local Government (CLG) grant to create an online resource with a searchable database like some NH towns have done. See Amherst Heritage Commission for example.
i. Establishing a handful of metrics for measurable outcomes, like housing up x% with 30% in old buildings, etc.
j. Possible ways to balance regulations and incentives, like incentives for heritage legacy businesses, new housing in existing structures, salvaging and re-using materials
k. Recent developments on Spruce Street and how the master plan process might benefit historic neighborhoods, including the option of forming Neighborhood Heritage Districts

5. Next Meeting is Wednesday, July 15, at 4:30 pm.
6. Brooks moved to adjourn, Tolles seconded, all in favor, meeting adjourned at 5:31 p.m.

Respectfully submitted,
Althea Barton
Chair, Heritage Commission Master Plan Subcommittee
Vice Chair, Heritage Commission