HERITAGE COMMISSION
Meeting Minutes
August 6, 2026

The Heritage Commission held its regular monthly meeting in Council Chambers at 37 Green St, on Thursday, August 6, 2026 at 4:30PM.

Members: Vice-Chair Althea Barton, Chair Richard Jaques, City Councilor Aislinn Kalob, and Dr. Bryant Tolles, Jr.

Absent: Carol Durgy Brooks, Michael Dunn, Jim Spain, and Alternate Member Randall Cotton

Staff: Matt Walsh, Deputy City Manager – Community Development
Krista Tremblay, Administrative Technician III

1. Call to Order
   The meeting was called to order by Chair Jaques at 4:31 p.m.

2. Review / Approval of Minutes –
   a. July 9, 2026 Regular Meeting
      The Commission noted that several members currently present were not in attendance at the July 9th meeting. Therefore, it was the consensus of the Commission to continue the approval of the meeting minutes to the September meeting.

      Chair Jaques reminded the Commission that, in the future, if the Chair or Vice Chair is not present, the Commission should formally vote to appoint another member to serve as a protem chair for any such meeting.

3. New Business
   a. Article 26-9 Demolition Review
      i. Public Hearings
         A. Application by Paul Armand for demolition of a 713+/- Square Foot (gross) shed located at 105 Garvins Falls Road. (DP-0183-2026)

            Paul Laliberte (105 Garvins Falls Rd, Concord) presented this application for demolition of a 713+/- Square Foot (gross) shed located at 105 Garvins Falls Road. Mr. Laliberte is the owner of the property via a trust and reported that the shed was existing on the property when he purchased it 50 years ago. He also informed the Commission that the building was purportedly once used as a summer home prior to his ownership. Mr. Laliberte currently uses the shed for storage, and desires to

demolish the building as it is in poor condition.

Chair Jaques explained that there are 3 specific criteria set forth in Article 26-9 (the demolition review ordinance) to determine if a structure is eligible for demolition review. These criteria are: whether the structure is 50 years of age or older; whether it is 500SF or larger, and whether the building is classified as a manufactured home (as defined by the City Zoning Ordinance and State Law). He further explained that, if the structure satisfies applicable criteria, there are four criteria the Commission will review to determine whether the building has any architectural, cultural, or historic significance.

The Commission determined the building is more than 50 years of age and greater than 500SF, and therefore is eligible for demolition review. The Commission then discussed National Register of Historic Places criteria set forth in Article 26-9-3, b to determine whether the whether the structure possessed any architectural, cultural, or historic significance in accordance therewith. After review, it was the consensus of the Commission that none of the criteria in 26-9-3, b were applicable.

Councilor Kalob moved to allow the demolition of a 713+/- Square Foot (gross) shed located at 105 Garvins Falls Road as it does not possess any architectural, cultural, or historic significance as set forth in Article 26-9. Vice-Chair Barton seconded. All in favor. The motion passed unanimously.

4. Old/Continuing Business
   a. 210 Bog Road Demolition Update
   Chair Jaques reported that he recently drove by the property and reported that it appears redevelopment has not yet begun.

   Mr. Walsh reported he had no new updates about the project.

   Chair Jaques stated he will contact NHSCOT to get an update.

   b. Master Plan Subcommittee Update
   Vice-Chair Barton stated the subcommittee did not meet in July. Vice-Chair Barton provided an update on the Subcommittee's June meeting. Vice-Chair Barton also reported that she attended the Planning Board's July 21st kickoff meeting with Utile (the City's Master Plan consultant). She discussed Utile's presentation to the Planning Board (which was attached to the agenda item 4b).

   c. Review Section VIII Historic Resources of the Master Plan 2030

There was nothing to report on this agenda item.

d. Monuments and Granite Markers
There was nothing to report on this agenda item.

5. Heritage Sign Program Review Committee Update
There was nothing to report on this agenda item.

6. Planning Board Update
   a. Master Plan Update
   Mr. Walsh supplemented previous comments made about the Master Plan Update by Vice-Chair Barton. He reported that a page on the City's website was currently in development for the master plan. The webpage will include lots of information about the project, including various documents related thereto.

   Mr. Walsh also reported that the Community Development Department is working on several amendments to zoning ordinance for Planning Board and City Council to review. Specifically, he briefed the Commission on proposed amendments to Article 28-8-5 of the Zoning Ordinance, which allows for the replacement of certain nonconforming residential structures via a Special Exception from the Zoning Board of Adjustment. He noted that this ordinance is proposed to be amended to allow for replacements by Conditional Use Permit from the Planning Board. He also noted that this ordinance currently includes a provision requiring the Heritage Commission to provide an advisory opinion about the historic significance / integrity of the subject building as part of the special exception process. Mr. Walsh explained this provision would be retained under the new Conditional Use Permit process; however, a 30-day period will be included in the Ordinance for the Heritage Commission to provide such an opinion. The purpose of the 30-day time frame is to ensure applications move forward in a timely basis. There are also other amendments proposed to 28-8. He reported that the proposed amendment will be presented to the Planning Board on August 19, 2026. He also reported that staff will include the amendment on the Heritage Commission's September agenda for discussion.

7. City Council Update
Councilor Kalob reported that the during its upcoming August 10th meeting, the City Council will consider a report regarding an offer from the Daughters of the American Revolution concerning restoration of the fence at the Old Fort Cemetery at no cost to tax payers.

8. Other Business
None.

9. Adjourn

Adjournment
Councilor Kalob moved, seconded by Vice-Chair Barton, to adjourn the meeting at 5:27 p.m. The motion passed unanimously.

Respectfully Submitted,
Krista Tremblay
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Administrative Technician III