

## CHARLESTOWN HERITAGE COMMISSION MEETING MINUTES

Tuesday, 26 April, 2011 7:00 pm  
Bakery Building, Main Street, Charlestown, NH

Present: Terry Spilsbury, Wesley VanVelsor, Eric Lutz, Joyce Higgins, Carol Clark  
Alternates Aare Ilves, Sue Richardson

Absent: Barbara Jones

The meeting was called to order at 7:02 pm by Chairperson Terry Spilsbury.

1. Eric made a motion that the minutes for the 22 March, 2011 meeting be approved. It was seconded by Wes and unanimously passed.

2. Aare explained that there have been two expenses so far for April – approximately \$193.00 for work done for the Third History during March and copies from All Service for \$9.64. It was brought up that we need to make sure that the funds used for the History project expenses are being drawn first from the 2010 special warrant article funds. Other expenses not related to the Third History should be deducted from the general funds account. Aare was concerned that he currently does not have a workable funds verification process to keep track of balances in each of the Commission's accounts. After discussion, Terry agreed to call Jessica and set up an appointment for Terry, Aare, and Jessica to meet.

3a. Joyce stated that corrections and genealogies continue to be sent to Judy for inclusion in the Third History and that Judy is preparing a new disk with all edits. Joyce would like all article submissions in by July 1<sup>st</sup>, 2011.

3b. Eric, Wes, and Terry met last week to discuss specific quotes regarding publication and printing. Eric currently has three quotes, including one company that does a town booklet, but the booklet is not the type we care to further pursue. A second quote is from Randall Publishing, one of the original publishers under consideration. The third publisher, Sherwin Dodge, is the one that did the Frizell re-printing. They are familiar with the cover and maps from previous histories. Size of the book was discussed, whether it would be better to have the History a 6-1/2" x 9" or coffee table size, and consensus was that it would be advisable to have the Third History book look as similar to the Frizell book as possible. The quantity of History copies was brought up, and it was decided that it would be most cost effective to have a goal of printing 1000 copies. Each book will probably have around 500-550 pages, of which 50-60 pages will contain some 150 photos. Eric will go back to Randall Publishing to re-quote based on these criteria, and will also pursue finding another publisher for a third quote. Joyce reiterated the necessity for this book to have an index. The Sherwin Dodge quote for hard-bound copies was just over \$20,000. We would like to be in a position by December of this year to have an estimated cost, what funds we will have to raise, and what our reasonable finance sources may be. One option is that we request from the town one last Warrant Article to help cover the costs, which would involve a March 2012 vote. The plan would be to print during 2012. A question was brought up regarding the disposition of proceeds from the sale of the books, whether the proceeds go back to the town or if they are retained as a Heritage Commission asset and it was acknowledged that this too would depend on the funding strategy.

4. Aare mentioned bench placement possibilities at the last Selectboard meeting, and the Selectboard stated that they want the first benches to be placed in the center of town. The Commission felt that one of the first bench placements should be situated in front of Silsby Library. Aare spoke with an officer of the Connecticut River Bank, and the officer gave Aare a charitable contribution program form, in the event the Commission would like to request the bank contribute toward one of the benches or locate one on their property. Before our next Heritage Commission meeting, subcommittee members will have met with the library, banks, and schools and possibly have a bench prototype built for discussion and comment.

5. Aare stated that the Tree Committee presented a plan to the Selectboard regarding the area in front of the town bulletin board and Dan's Max Saver. The Selectboard was agreeable in concept to the presented plan, which included planters, hedges, and walkways. The estimated price is \$16,000. The Tree Committee has \$3,000 in the Heritage Fund savings account and have procured a commitment of \$8,000 from the Trustees of Trust Funds. Eric handed out copies of the letter that he sent to the Trustees of Trust Funds requesting their financial support. Joyce commented that this final plan had not been voted on by the Heritage Commission. Discussion ensued regarding the Heritage Commission's scope of authority relative to the Tree Committee. Following discussion, it was suggested that we explore the relationship between the two entities and clarify the distinct responsibilities of the Heritage Commission and the Tree Committee, as well as the degree to which the Heritage Commission should oversee the Tree Committee's activities and expenditures.

6. Terry said there have been no developments this past month relative to the essay contest, but that we will use the same format as last year, recognizing four individuals for their superior essay submissions. He reiterated that all CMS Seventh graders will be writing the essay.

7. Eric said that there are now over 20 groups of school children coming to the Fort at #4 for April and May, with each child paying \$5 to attend. He stated that the Garden Club is planning to restart the herb garden at the fort. On July 21<sup>st</sup>, the Fort at #4 is inviting all Rotary Clubs in the district for a dinner, tour and a guest speaker.

8. A photo of New London's cannon shelter was passed around., Wes advised that Doug Ring is exploring different design concepts. One idea was poured concrete with brick overlay, low brick walls, plexi-glass, and narrow columns supporting the roof structure. It was suggested that the corner posts be less massive. Eric will suggest that Doug Ring attend the next meeting and bring a revised proposal.

9. Eric stated the Old Town Hall windows and doors project was put on hold because the Fire Marshall has ordered that the Town Hall be fitted with a sprinkler system and fire alarms.

10. Aare has written an article for the May *Our Town* regarding the area by the bulletin board. Sue will work with Joyce to prepare an article for the June issue updating the community on the Third History project and emphasizing the July 1<sup>st</sup> deadline for genealogies and articles.

The next Heritage Commission meeting is scheduled for May 24, 7:00 pm at the Bakery building. The meeting was adjourned at 9:55pm.

Carol Clark,  
Secretary  
Approved minutes