

**CHARLESTOWN HERITAGE AND HISTORIC DISTRICT COMMISSION  
MINUTES--DRAFT  
February 23, 2016**

Present: Duane Wetherby, Sue Richardson, Wes Van Velsor, Joyce Higgins, Tamara Golden.. Absent: Sue Coleman, Joanne Hipp, Art Grenier

The meeting was called to order at 7:00 p.m.

There was no secretary's report, as Sue Coleman was absent.

Sue Richardson, treasurer, reported that the balance in the savings account is \$3,471.96. Since the 2016 budget has not yet been voted on, there was nothing to report on those monies. Our proposed budget is \$3,000.00. An invoice for dues from the N.H. Preservation Alliance was presented and will be paid when our new budget is in place.

It was agreed by the commission members that Duane and another member of the commission will meet with Dave Edkins and request that we enter into a contract with the town's mapping services to create an official map of the proposed local historic district. The map will closely match the National Register District map, but the vacant lots on Main Street will be included in the local historic district map. The commission will request that members of the commission be involved with the mapping service to set the guidelines for the new map. The funds for the mapping will come from the commission's budget. This use was one of the projects discussed at the CHHDC's meeting with the Finance Board.

New brochures for the CHHDC will be created and printed. Joyce will make up samples and bring them to the next meeting for review. The printing will probably be done by Wes' business facility.

Duane is working on updating the contact list for the CHHDC, which is nearly complete.

The project of placing the granite posts in Forest Hill Cemetery to roughly delineate the corners of the original cemetery boundaries was discussed. The plan is to place the posts this spring. Joyce volunteered to contact Stringer's Funeral Home and Vicki Sargent about the engraving cost and the procedure of setting the posts that we need to follow.

Joyce advised the commission that the historical society had worked with Wayne McCutcheon of Claremont to find an Eagle Scout project for his grandson, Josh Rumrill, who is a member of Charlestown's Boy Scout Troop. Josh and Wayne have decided to find and map the route of the Province Road through Charlestown, as the Province Road here has never been mapped.

Respectfully submitted,  
Joyce Higgins, Acting Secretary