

ASHLAND HERITAGE COMMISSION

NOVEMBER 10, 2015

Members Present: Maher, DeWolfe, Ruell, Stevens

The meeting was called to order at 4 p.m. in the Fire Station.

Stevens reported that he had attended the Selectmen's meeting on October 14 and presented the Commission's budget request to the Selectmen. He has to follow up with the Town Treasurer on the establishment of the Heritage Fund.

Maher reported that the Fourth of July Committee had voted to come under the auspices of the Heritage Commission, so their budget would become part of the Commission Fund and their funds would become part of the Heritage Fund. Currently, the Fourth of July funds are held by the AARA. The question is when and how to do the financial transition. The Fourth of July Committee has to write its first check of the year in January for the fireworks, although that may be delayed in the coming year because of negotiations with the fireworks company. Over 20 more checks will need to be written starting in the spring. Discussion followed on the procedures to be followed for the deposit of revenues, the documentation of different accounts within the Heritage Fund by our treasurer and the event committee(s), the documentation, preparation and signing of checks, the preparation of W-9 forms, etc.. The consensus was that these issues should be discussed with the town officials in charge of finances. Stevens will contact the Town Administrator about arranging such a meeting.

There was a brief discussion of how to spend the \$1000 2016 budget if approved by the town meeting. Ruell suggested a NH Humanities program. DeWolfe mentioned GIS mapping of historic sites and cemeteries. Maher suggested that half the budget should be spent on operating expenses and half on more permanent projects.

It was not known if the request that the Selectmen approve the Commission's

acceptance of donations had been made or acted on by the Selectmen. In the event that the request has not been made, it was voted, on a motion by Ruell, seconded by Stevens, that we request of the Selectmen the authority to accept donations for the purposes of the Heritage Commission. DeWolfe will check on the status of the request and write a letter to the Selectmen if needed.

No further changes were suggested to the proposed Rules of Procedure. On a motion by Maher, seconded by DeWolfe, it was voted to adopt the second revised draft of the Rules of Procedure as presented at the November 10, 2015 meeting, with the Rules to become effective on November 10, 2015. (See attached Rules of Procedure.)

There was more discussion on event committees that might come under the Heritage Commission. Maher noted that these committees will have to follow rules on meetings, finances and other matters that comply with state law and town policies, rules that the Commission will have to establish.

The need for an e-mail address for the Commission in the town system was discussed. The address heritage@ashland.nh.gov was suggested and approved by consensus. DeWolfe will look into getting that address. All Commission members would have access to the e-mails.

The lease of the Whipple House was reviewed, with special attention to the requirement that alterations be approved in writing by “the Landlord”. Ruell, as President of the Historical Society, presented three proposals for changes to the Whipple House, which were discussed. On a motion by Maher, seconded by Stevens, it was voted to authorize the Historical Society to make changes in the Whipple House as may be required by safety and building codes. A report of all changes must be submitted to the Heritage Commission in a timely fashion. On a motion by Stevens, seconded by Maher, it was voted to authorize the Historical Society to install locks on the Whipple House and to make other changes to the doors and windows to better secure the building. On a motion by DeWolfe, seconded by Maher, it was voted to authorize the Historical Society to remove dead tress and three living trees near the buildings as designated by the Historical Society Board. (For the record, the three trees at issue were a maple tree that stands directly to the

west of the kitchens of the main wooden part of the Whipple House and two maple trees that stand between the south (apartment) shed of the Whipple House and the Whitten House.) The Commission also reviewed a list of possible repairs and improvements to the Whipple House compiled by Ruell. Maher suggested that the Whipple House lease, now almost 40 years old, should be reviewed by the Town attorney.

The Commission also wanted to review the deed for the Whipple House property from George Whipple to the Town. Ruell will obtain copies of the deed. Ruell noted that some boundary markers are missing.

Ruell suggested that the Commission sponsor a NH Humanities program “On This Spot Once Stood...” by Maggie Stier. The commissioners were interested, but there was some question of how it would be paid for, particularly if the Commission does not receive its requested budget. Ruell suggested that the Historical Society could co-sponsor the program and perhaps contribute to the cost.

The meeting adjourned at 5:25 p.m.

Submitted by David Ruell, Secretary