

Heritage Commission
New Ipswich, New Hampshire
Meeting Minutes

Date: March 28, 2018

Present: Fran Atchison, Jim Coffey, Mark Hopkins

Absent: Stan Long, Jay Hopkins (Selectman Representative)

Next Meeting: April 19, 2018

Call to Order

The Heritage Commission meeting was called to order at 6:15pm at the New Ipswich Town Office by Fran Atchison, seconded by Mark Hopkins.

Discussion/Action Items

1. Mission Statement – Fran presented a draft of the Heritage Commission's Mission Statement. This was reviewed, revised and accepted. The mission statement reads as follows:

The mission of the New Ipswich Heritage Commission, in accordance with chapter 674:44 of New Hampshire statute Title LXIV (Planning and Zoning), is to increase public awareness and appreciation of our historic properties and places. To that end the commission shall inventory our community's cultural resources, conduct research and publish findings on structures or areas of historical significance to our community. The commission may receive gifts of money and property, both real and personal, in the name of the town, subject to the approval of the town selectmen. The New Ipswich Heritage Commission will also act as a resource to the planning board and other town agencies where the town's cultural and historical resources are addressed.

The mission statement will be sent to the Town Administrator for publication on the town's website.

2. Selectman representation – Our selectman representative is unable to attend Wednesday meetings due to a scheduling conflict. Members of the Heritage Commission reviewed individual calendars and all are available on Thursdays. Fran will ask the Town Administrator if the Town Hall meeting room is available for Thursday evening meetings and if switching to that day of the week will help with selectmen attendance.
3. General Commission Updates
 - Commission member Carmen Madrid has stepped down due to scheduling conflicts. Fran Will ask the Town Administrator to post the opening on the town's website. Heritage Commission members will also get the word out to friends and a post to the 'Life in New Ipswich' Facebook page.
 - We have approval to add two alternates. We will also post an advertisement for

two alternates on the New Ipswich town website and 'Life in New Ipswich' Facebook page.

- The tenure for members of the Heritage Commission is one year. The year begins in November. We are still waiting for members to take their oath for the current year.
 - Fran received information from the Town Administrator about commitment expectations for Heritage Commission members. This will be forwarded to all members and we will review the expectations at our next meeting. Once these are clarified and agreed upon, we will have a process in place to keep the commission moving forward with members who are committed to our charge.
4. Old Town Hall Restoration – Fran will ask for time at the upcoming Board of Selectmen meeting to determine why the bidding process failed and gather information to help us move this forward.

Adjournment

Fran moved to adjourn the meeting and Jim seconded the motion. The meeting was adjourned at 7:07pm. Our next meeting is scheduled for Thursday, April 19, 2018 at 6:00 pm

Respectfully,

Fran Atchison
Secretary