

**Hampton Falls Heritage Commission**  
**Draft Special Meeting Minutes**  
**July 14, 2014**

Attending were: David French, Chair, Beverly Mutrie, Secretary, Wendy Harrington, Commissioner, and Maryann Kasprzak, Selectmen's Representative. Guest: Lynn Monroe from Preservation Company. The meeting began at 2:30. Mary Ann Hill, Commissioner, arrived at 2:50 pm.

Lynne was asked to attend as we need help with the two applications for the State Historic Register for the Town Hall and Museum. She will need a list of changes to the interior and exterior of both buildings. She asked that we be flexible on the date for completion due to her other summer commitments. We hope it can be done by February 15.

She explained the process of applying to the State. If the State Council approves the application, a letter will come back to the Selectmen for their signature. *"A property can be nominated by submission of an inventory form to the NHDHR. If the property meets the State Register criteria, the NHDHR recommends it for listing to the State Historical Resources Council, which gives the final approval for the nomination."* [Pres. Co., Website]

The cost should be no more than \$5000 for both buildings which is a reduction of her normal price. We will provide some research/legwork and pictures of the buildings.

Lynn will write and email a contract letter for David to sign. She will bill us when work completed.

**A motion** was made by D. French to agree to hire Preservation Company to provide leadership for the Town Hall and Museum applications to the State Historic Register. Seconded by M. Kasprzak with all agreeing.

We should talk to Peter Michaud of the State Historic Resources Dept. Once the buildings receive State Historic Register status, they are then eligible for National Register. He could also give us a determination of whether the Unitarian Church if moved back from the road would still be eligible for the National Register.

Discussion of Section 106. Federal Funding of Historic Resources surveys if an historic building is threatened. *"State and federal historic preservation laws require government agencies to consider the effects of their projects on historic resources through the Section 106 Review process, which applies to all projects that receive state or federal funds, permits, and licenses. Many of these projects also fall under the National Environmental Policy Act."* [Pres. Co. Website]

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Beverly Mutrie, Secretary