

**Wakefield, New Hampshire  
Heritage Commission  
November 7, 2018, 7 PM – Heritage Centre at Wakefield Corner  
Regular Meeting Minutes – Draft**

**Members & staff in attendance:** Pam Wigin, Rick Poore, Snooky Shea, BOS Rep. Connie Twombly, Phil Twombly, Annette Perry, Nancy Hall, Jeanne Loughan, Ann Bell and Larissa Mulkern, administrative assistant.

**Guests:** Donna Martin (videographer.)

**Absent:** Tracey Kolb

**Pledge:** The meeting was opened at 7 p.m. with the Pledge of Allegiance.

**Minutes:** Regular meeting minutes, October 3; Workshop/Site walk minutes, Nov. 7.

**Motion: Nancy made a motion, seconded by Rick, to approve the Oct. 3 minutes as submitted; members voted, with Annette abstaining, and the motion passed.**

**Motion: Connie made a motion, seconded by Snooky, to approve the Nov. 7 minutes as submitted; members voted and the motion passed.**

**Financials:** Pam reviewed the Fund 1 and Fund 4 monthly statement; she will review a couple expenses that were in a wrong line item.

**Correspondence:** Pam reviewed an email invitation from Barbara Wilson of the Explore Moose Mountains marketing initiative, a grassroots organization which seeks to promote businesses, community groups, destinations, etc., in the Moose Mountains region. Barbara asked if the WHC would be interested in selling its souvenir mugs on the "The Moose" Holiday Market Place, through its website and social media page. The fee is \$25 for initial sign-up and processing, then 10 percent of the gross sales due at the end of the season. Discussion ensued. **Motion: Rick made a motion to investigate the proposal and move forward as long as the commission can make \$5 on each mug sold. Phil seconded the motion, and Pam added that Jeanne and Ann have volunteered to do the shipping work. Members voted all in favor and the motion passed.**

**Board of Selectmen Meeting Nov. 14:** Pam discussed the two items for discussion with the Selectmen: one is the Certified Local Government Grant application, and the second is the Sanbornville Freight House. Nadine Miller of the NH Division of Historical Resources indicated that a second grant may be available to fund an archeological survey at Turntable Park. Pam will meet with the Selectmen and asked for support from commission members.

**Sanbornville Freight House/Turntable Park:** Members discussed the potential for leasing Turntable Park from the state. Pam noted it will take a lot of work and coordination to pursue the project with state and town officials, Eversource Energy, and the phone and cable companies. She suggested that Rick, who is familiar with relocating structures, work on these particulars. **Motion: Connie made a motion seconded by Nancy to allow Pam to move forward with the project, return to the commission for a vote if any funds were required, and to have Rick oversee the next phase. Members voted all in favor and the motion passed.**

**East Wakefield School:** The school has been winterized; Tracey talked to Howe Two about one last cleaning and mowing. A final bill has not come in. The bill will be paid from Fund 4 when it arrives.

**Heritage Centre/Grange:** Pam and Larissa worked at the Centre office, getting things organized. It's shaping up. For safety reasons the desk will be moved away from the electrical box. Larissa and

hubby Mike will do that. Larissa is working on getting a handbook/manual together for commission members and volunteers. She passed around a contact sheet to collect member information. Pam noted she asked for another quote for snow plowing and is awaiting an estimate. The lot should remain clear.

#### **Heritage Park:**

- **Tour de Chooch:** The event and holiday open house at the Heritage Park Railroad Museum and Union station will be held Saturday, November 24 from 9 a.m. to 4 p.m. Phil and Connie can be there all day and Snooky can be there in the morning. Members will get together at the station for cleanup and set up.
- **Lease with Freight House Crew:** She met with Rick Breton of the Freight House crew to discuss the proposed lease with the Heritage Commission/Town. The Freight House model has evolved into a wonderful large display, and many details have not been worked out between the Freight House crew and the commission. Discussed ensued. Pam said they agreed to have a more detailed discussion in the spring and in the meantime the lines of communication are open.

**Historic District Fence Committee:** Ann and Tracey are working on this; Ann did some research online. In Wakefield, a certificate of approval is required. Some towns prohibit chain link fences in their historic districts. Others require preapproval. Amherst, N.H., has a fairly detailed guideline on fences. She will email it to members for further discussion.

**Other:** Larissa will pick up mail at Town Hall and oversee incoming billing, etc.. She will ask member to sign warrants when necessary.

**2019 Opening:** Pam said promotion of next season should start early. Guests include the owner of the plow car, Caboose Bob, Rick Libby, an engineer on the B&M Railroad who has written a number of documents on the railroads and caboose, and Rick Ashton, whose grandfather designed gauges for steam engines. Work on various exhibits at the East Wakefield School, Heritage Centre/Grange and Union Station and evolving.

**Admission Fees:** Members discussed the pros and cons of charging an admission fee at the various venues, and/or establishing a paid membership program similar to other historic attractions. It was noted that the McCrury bequest would not last forever in Fund 4 and there are many sites to support. After additional discussion, Phil made, and then rescinded a motion postponing charging fees until later; Pam was not in favor of setting policy at this time. **Phil made a motion to table the admission fee topic for now, seconded by Rick. Members voted all in favor and the motion passed.**

**Blacksmith Shop & Fence at Turntable Park:** Phil said the fence at the park is in awful condition; we've been trying to build a new fence at the Blacksmith Shop without much progress; we need a blacksmith and experts to complete the forge. Pam suggested making some inquiries over the winter, and finding someone with insurance who can sign a W-9 and do the work. Phil is arranging to have the furnace cleaned at Union Station and ask call Toni at Town Hall to call the town's cleaning company as he has not received a response.

**Victorian Doll House:** Cynthia Nelson is considering donating a furnished Victorian doll house to use as a raffle prize in a fund raising event for the Heritage Commission, perhaps on Pride Day, Pam said.

**Adjournment:** A motion to adjourn was made by Connie and seconded by Phil at approximately 9:30 p.m. The motion passed.

Respectfully submitted:

Larissa Mulkern, Administrative Assistant