

**Town of Rye
Heritage Commission
Thursday, October 5, 2017, 6:30 p.m.
Rye Town Hall**

Members Present: Chair Bev Giblin, Vice-Chair Rich Davis, Peter White, Mae Bradshaw, Alex Herlihy and James Tegeder

Others Present: David Choate, NH Preservation Alliance Board Member and Rye Resident

I. Call to Order

Chair Giblin called the meeting to order at 6:35 p.m. and led the Pledge of Allegiance.

II. Introduction of Members

Members of the Commission introduced themselves.

III. Committee Member Status

Chair Giblin noted that Elizabeth Sanborn agreed to become an alternate. The Commission has already voted on her. Letters will be sent to the Selectmen regarding her appointment to the Commission.

The Commission has a full board of seven members, which includes one Selectmen's Representative, with Elizabeth Sanborn becoming an alternate. There are four more alternate positions open.

IV. Reports

• Treasurer's Report – Peter White

Member White noted the Commission has \$15,235.99 as of September 30th. That consists of \$11,526.68 in the restricted Town Hall Fund and \$3,661 in the unrestricted fund. The Commission has spent \$2,729.17 through September. The Commission has \$1,070.83 to go. He continued that they did a mailer in the month of September. Approximately 3,000 flyers were sent to the citizens of Rye. There has been great response to the flyers. He and Chair Giblin met with the Town Treasurer and the Town Financial Manager early in the week. To date, 21 checks totaling over \$2,450 for unrestricted funds. He reiterated that the Town of Rye mailers has been really well received.

Motion by Peter White to transfer \$11,526.68 from the Heritage Commission's general fund with the Town of Rye to a new account that is being earmarked for Town Hall related functions, projects and expenditures. Seconded by Rich Davis.

Member White noted that this will be the transactions for unrestricted versus restricted funds very clean from a banking standpoint. There are going to be a lot of transactions associated with the Town Hall Fundraising.

Vote: 6 - 0

- **2018 Budget**

Member White noted the 2018 Budget has been submitted to the Town. The budget was very similar to 2017. He and Chair Giblin will be attending the Budget Committee hearing on Thursday, October 26th at 2:15 p.m. The budget was basically the same lines as last year. He pointed out they did not include any marketing expenses associated with the Commission's initiatives, projects and goals because they did not feel comfortable putting those numbers into the budget at this time. The disbursements in the budget are the same as they have been in the last two or three years. If there are extraordinary items, they are going to be presenting to the Budget Committee that they will be asking for that prospectively. With the Commission's responsibility of working on Town Hall, they may have to go to the Board of Selectmen or the Budget Committee at a later date with some need for funding that exceeds the money that is earmarked in the Commission's account.

- **Bank and Credit Card Status**

Member White noted the Commission will have credit card access through the Town credit card service in about two weeks.

There was some discussion about having the items for sale on the Commission's website with a link for customers to pay for their purchase by credit card.

V. Project Updates

- **Fall Cruise**

The cruise has been postponed until June 2018, with a tentative date of Thursday, June 7th.

- **Historical Information Flyer for Cruise – Prepared by Alex Herlihy**
- **Hats, tote bags and umbrellas will be sold on the cruise.**

- **Direct Mail Campaign**

Member Bradshaw stated that if the Commission is awarded the grant at the end of the month, they should have a mail campaign to ask people again to help with raising the \$60,000.

Member White noted the direct mail campaign is done in the fourth quarter every year. The Commission could swing the mail campaign to the first quarter of 2018 and have the Town pay for it. This would be a mailer that would reach 3,000 residents.

VI. New Projects:

- **Sale of Hats, Bags and Umbrellas – Mae Bradshaw**

Member Bradshaw presented the fundraising merchandise to the Commission for their review. She noted that there are going to be meetings throughout the Town in the near future. She suggested that each member take a turn setting up a table at the meetings to sell the merchandise to the public.

Chair Giblin stated that she will find out when the next meetings are and send out a list for the members to sign up.

Member Bradshaw suggested they go to each committee meeting to let the committees know about the merchandise.

Member Tegeder noted that the Town Clerk's Office has agreed to handle sales from their office.

The Commission discussed ideas for advertising and promoting the merchandise. They also discussed possible local merchants who may sell the items for the Commission. They agreed that order forms and information on how to buy the merchandise would be left at local merchants in order to keep the sales process streamlined and simple. Information will also be posted on the town's website. Purchases may be mailed or picked up at the Town Clerk's Office.

- **New Ideas – James Tegeder**

Member Tegeder suggested that they create a spreadsheet for the fundraisers to keep track of residents' names and contact information. He also suggested that the Heritage Commission create a newsletter that could be sent out monthly.

There was discussion on submitting an article to Rye Magazine, which is a monthly magazine distributed throughout the Town. Chair Giblin and Member Bradshaw will work on an article for the next publication.

The Commission discussed the monthly newsletter idea.

VII. Other Business

- Member Bradshaw noted that she received a call from Patty DuBois on Washington Road in regards to the poor condition of the Foss Graveyard.

Member Herlihy will follow up with the caretaker of the site to check on the status of upkeep.

- Member Bradshaw asked the Commission if they should consider a warrant article for Town Hall. If the Commission is interested in submitting an article, the Budget Committee and the Board of Selectmen need that now. She asked what they are going to do if the Heritage Commission does not receive the grant for the Town Hall.

Chair Giblin stated that if they do not receive the grant the Heritage Commission should have a meeting to discuss whether they want to take on raising the funds to paint the Town Hall on their own.

David Choate, NH Preservation Alliance Board Member and Rye Resident, stated that the warrant article should be the amount of the match. It should be worded so that it is a match and if the grant does not come through it is an appropriation.

The Commission discussed ideas for a warrant article to paint and repair the Town Hall. It was agreed to submit a warrant article “not to exceed \$100,000 to repair and paint the exterior of Town Hall, which may be reduced by any grant money received”.

Member Bradshaw will draft a warrant article to be submitted with the Commission’s budget presentation at the Board of Selectmen and Budget Committee meetings.

- Member Bradshaw spoke in regards to drafting a warrant article to study the expansion of the Historic District to qualify to become a Certified Local Government. The funds would cover an inventory of the current district and survey what houses may qualify to become part of the district. She noted there are three or four members on the Historic District Commission that would be in support of expanding the district.

The Commission agreed that this would be a benefit to homeowners because of the tax incentives their properties would qualify for if they were in the district.

Member Bradshaw will draft an article for the Commission to review.

VIII. Next Meeting - Thursday, November 2nd, Rye Town Hall

Adjournment

Motion by Bev Giblin to adjourn at 8:00 p.m. Seconded by Peter White. All in favor.

Respectfully Submitted, Dyana F. Ledger