



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

Andre Briere
Deputy Commissioner

MEMO

Date: December 14, 2023

To: Interested Parties

From: Jill Edelman, NHDOT Cultural Resources Program Manager
Sheila Charles, NHDOT Cultural Resources Program Specialist/Archaeologist

2024 Cultural Resources Agency Coordination Meeting Schedule

Cultural Resources Agency Coordination Meetings, with project proponents and NH Department of Transportation, NH Division of Historical Resources and NH Federal Highway Administration and/or Army Corps of Engineers, are regularly held on the second Thursday of each month, beginning at 9:30 am on a virtual platform.

NHDOT Cultural Resources Program Staff should be contacted two weeks prior to the meeting date with requests to be placed on the agenda. If you have inventory forms that need to be reviewed at NHDHR's Determination of Eligibility Meeting (DOE) or archaeological reports for evaluation, please ensure final drafts are submitted to NHDOT Cultural Resources Program Staff prior to the submission deadline date provided below to ensure proper examination and response time.

The schedule for the 2024 Cultural Resources Agency Coordination Meetings is as follows:

Table with 3 columns: 2024 Cultural Resources Agency Coordination Meeting Date, Agenda request and meeting material\* submission deadline, Submission deadline to DOT if inventory forms must go to a DOE meeting\*\*. Rows list dates from January to December.

\*Meeting material refers to any RPR submission and/or additional information that require review prior to the meeting date.

\*\*Inventory forms and archaeological reports can be submitted to NHDOT at any time and will be shared with NHDHR. The deadline provided is the final date that submitted material must be at NHDOT in order for the project to be placed on the Cultural Resources Agency Coordination Meeting Agenda.

Continuing in 2024:

- All meetings will be conducted via a virtual platform.
- All prepared presentation material (PowerPoint, maps, plans, etc.) should be sent to our attention at least one week prior to the meeting day for distribution to the appropriate parties. If we do not receive these necessary submittals by the prior week, the project will be removed from the agenda.
- Participants, when you video/call in, you will be sent to the “Waiting room.” Jill or Sheila will welcome you to the meeting when it is time for your specific project presentation and the prior project has concluded.
- You will be asked to mute yourself when you are not talking to reduce feedback.
- Zoom meeting link:  
<https://us02web.zoom.us/j/82047159223?pwd=N0pyQTVLR0JVWm5MUKM5Q1E3ZW5Ldz09>

Meeting ID: 820 4715 9223

Passcode: 392879