

**Town of Effingham, New Hampshire
Historic District Commission**

**Meeting Minutes
November 10, 2014**

Present: P. Potter (Chair), R. Harrington (Assistant Chair), E. Jones (Secretary), E. Chick, J. McRae, N. Potter, L. Edwards (Selectmen's Representative)

Absent: None.

The meeting was called to order by the Chair at 7:05 p.m.

The minutes of the September 8th – Lord's Hill Historic District public hearing were previously distributed via email. It was moved by R. Harrington to accept the September 8th – Lord's Hill Historic District public hearing minutes as written. Seconded by E. Chick. Passed and carried.

The minutes of the September 8th – Center Effingham Historic District public hearing were previously distributed via email. It was moved by R. Harrington to accept the September 8th – Center Effingham Historic District public hearing minutes as written. Seconded by E. Chick. Passed and carried.

The minutes of the October 13th – Center Effingham Historic District public hearing were previously distributed via email. It was moved by N. Potter to accept the October 13th – Center Effingham Historic District public hearing minutes as written. Seconded by R. Harrington. Passed and carried.

The minutes of the October meeting were previously distributed via email. It was moved by N. Potter to accept the October meeting minutes as corrected. Seconded by J. McRae. Passed and carried.

The Secretary advised the Commission of correspondence received since the last meeting. It was determined that some of the items will need to be discussed during Old and New Business.

Old Business

1) Historic District Signs.

The DOT has not yet been contacted about adding the new small signs below the main signs for the Lord's Hill District or regarding installation of the posts. Having the work done by Randy Burbank as is usually the case could be problematic because of the need for a set appointment with the DOT to ensure their required supervision versus Randy's need to be available to respond to potential fire calls. Selectmen Edwards will contact the DOT and see if a time can be arranged for the installation of the posts. The Secretary will handle following up regarding the additional signage we would now like to add.

2) Historic District maps/Planning Board.

There are plans for new maps to be created from the legal descriptions of the district at some point in the future but no specific timeline is currently available.

- 3) Historic Roadside Marker for the Effingham Town Hall building.

No update at this time.

- 4) Updates and Revisions to the Commission Application Form, Fee Structure and Review Process.

At their November meeting, the Planning Board received our suggested changes to Article 15 of the Zoning Ordinance and approved moving forward with the changes as proposed by the Commission.

The Commission signed off on the final revisions to the Historic District Regulations. The Secretary will file the revised regulations with the Town Clerk on November 11, 2014. Once filed with the Town Clerk, the regulations will go into full force and effect.

- 5) Potential Members/Vacancies on the Commission.

The Commission welcomed new member Elaine Chick.

No further action on filling the alternate vacancies is planned at this time since the proposed changes to the Zoning Ordinance, if passed, may make further recruitment efforts unnecessary as those individuals who would cycle off the Commission might be prevailed upon to serve as Alternate members.

- 6) 2015 Town of Effingham Budget request

The Commission's budget request was reviewed with the Board of Selectmen, who indicated their approval of the request as submitted. The next step will be review of the proposed budget by the Budget Committee. The Secretary will ensure that the Commission is represented when that discussion occurs.

- 7) NH Preservation Alliance membership.

The membership form was submitted to the Selectmen's Office for payment.

New Business

There was no new business.

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Erik Jones
Secretary