

Town of Effingham, New Hampshire
Historic District Commission

Meeting Minutes

June 8, 2015

Present: P. Potter (Chair), E. Chick (Assistant Chair), E. Jones (Secretary), N. Potter

Absent: H. Spencer (Selectmen's Representative)

The meeting was called to order at 7:03 p.m. by the Chair. There was one member of the public present.

The minutes of the May 11th meeting were previously distributed by email. It was moved by the Assistant Chair to accept the minutes as corrected. Seconded by the Secretary. Passed and carried.

The Secretary advised the Commission of two pieces of correspondence which **were** received since the last meeting.

NOTE: At this time, the Chair indicated that the Commission would move to new business to avoid detaining the member of the public in attendance as little as possible. However, the minutes will be presented in their usual format.

Old Business

- 1) Historic District Signs.

The Secretary advised the Commission that he had spoken with a representative from the NH DOT about scheduling a time to install the posts. Before we can do so, Dig Safe must be contacted to ensure that there are no underground utilities which may be affected. The Secretary was also advised that the representative from the DOT only needs to be present for the final installation, not for any "test holes." The Chair and the Secretary will make arrangements to remark the locations, ensuring that the locations are free of any obstructions (e.g. rocks) to installing the posts. Once the locations are remarked, the Secretary will contact Dig Safe to inspect them and give us the "all clear" so that we may make a final appointment

with the DOT to install the posts. The Chair also noted that he is having trouble finding the locking nuts and bolts for attaching the signs. The Secretary suggested ordering them through Indian Mound Hardware so that they can be charged.

2) Historic District maps/Planning Board.

No updates on the legal descriptions and maps to report. The Assistant Chair and Secretary will get this going in time for the Planning Board process in the fall.

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

No update at this time. The Secretary briefly discussed the idea of working with other towns such as Milton, Wakefield, etc. to have a scenic byway designation created for the former stagecoach route, which would include this marker. It has recently be learned that Wakefield is already working on such a project through their Heritage Commission, so it may be advisable to contact them.

4) Potential Members/Vacancies on the Commission.

A request from the Selectmen for a list of the open positions so that an advertisement asking for volunteers can be placed in the papers was discussed. Since there are currently no “hot prospects” to fill the two vacant alternate positions (no response has been received from the one possible interested party), the Secretary will advise the Selectmen that we need two alternates for three year terms.

It was noted by Mr. N. Potter that attendance by our Selectmen’s Representatives over the past few years has been infrequent at best and that it may be difficult to attract volunteers to **serve** if the impression is that attendance at such meetings is not seen as important by the Selectmen. Other members of the Commission, while understanding of conflicts that may present obstacles to attendance, were in agreement with that sentiment.

New Business

- 1) The Commission reviewed an application for a Certificate of Approval submitted by J. Murphy of 4 Plantation Road. The Secretary indicated that the application was complete, noting that with his permission, the fees for certified mailings and public notices had been withheld until they could be discussed by the Commission. The Secretary reviewed the sections of the application for the Commission.

The Commission determined that since the proposed project involves new construction, a Public Hearing is required. It was moved by the Secretary to hold the Public Hearing on Monday, July 13, 2015 at 7:15 p.m. as part of the Commission's regularly scheduled monthly meeting. Seconded by the Assistant Chair. Passed and carried.

The Commission determined that no specific site visit was required, however Ms. Murphy did indicate her willingness for Commission members to view the site on their own, requesting only that they maintain a safe distance from her livestock.

The Commission discussed the certified mailing and public notice fees. It was moved by the Secretary that on this occasion the fee for these costs be set at \$100, with the understanding that this reduction in costs is specific to this application and can be granted since we do not currently employ a paid staff. Further, that while requests for a reduction in fees will always be considered, no reduction can be guaranteed in the future for this or any other applicant. Seconded by the Assistant Chair. Passed and carried.

- 2) The Commission discussed the issue of a door at the Lord's Tavern building which has been replaced without the required Certificate of Approval. The Secretary will draft a letter to the owner (to be reviewed by the Chair) to be sent via certified mail advising the homeowner that this violates both the Zoning Ordinance as well as the Historic District Regulations and that an application with applicable fees is required.

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Erik Jones

Secretary