

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

**Meeting Minutes  
June 13, 2016**

Present: E. Chick (Chair), S. Finn (Assistant Chair), E. Jones (Secretary), N. Potter, H. Spencer (Selectmen's Representative)

Absent: None

The meeting was called to order at 7:00 p.m. by the Chair. There were two members of the public present.

The minutes of the May 9<sup>th</sup> meeting were distributed. It was moved by N. Potter to accept the minutes as written. Seconded by H. Spencer. Passed and carried.

The Secretary advised the Commission that three new pieces of correspondence were received since the last meeting. Two were advisory in nature. One required a brief discussion, which is recapped under New Business.

Old Business

1) Historic District Signs.

No further action has happened with the installation of the signs. The Chair and the Secretary will work on this, with the goal of having them installed by the end of June.

2) Historic District maps/Planning Board.

H. Spencer reported that the maps have been drawing people's attention.

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

It was agreed by all that once a few other projects have been completed, this will be the next project to undertake.

4) Potential Members/Vacancies on the Commission.

Still no hot prospects. It was noted that the last time we worked on the regulations, we gained a new member and that perhaps that process will yield such a result again.

5) Lord's Tavern/Failure to obtain Certificate of Approval.

The Secretary reported that the Notice of Violation has been sent. We must now wait until the deadline given in that correspondence has passed to take further action, which would be to refer the case to the Board of Selectmen to pursue legal recourse, if they deem it advisable. This will be addressed again at the July meeting.

6) Restoration/Maintenance to Historic Effingham Town Hall.

H. Spencer reported that work is progressing on the parking lot plan, not only to regrade around the building but also to change the access to the lot from Town House Road to make it safer. A walk around with the Town's summer roads contractor was undertaken with the goal of getting a quote on the costs of the project.

The Secretary inquired whether the proposed retaining wall along Town House Road might utilize the granite blocks which the Town retained from the 144 School Street property. H. Spencer indicated that it is likely they would use a granite faced concrete instead not only because it is more cost effective, but also because the wall will likely not be built as large as noted on the plan. In addition, the Secretary reminded H. Spencer that since the property is still covered by a Stewardship Agreement with LCHIP, that permission from LCHIP must be obtained before undertaking any work that affects the exterior of the building or grade of the land.

7) Creation of a Master List of Data for Historic District Properties

No update. Was noted this is another "in the future" project.

8) Review and Revision of the Regulations.

A brief recap of the review of the regulations so far was given and then a review of the remaining portions of the regulations and appendices was undertaken. The Secretary will compile all potential changes into a draft to distribute to Commission members prior to the next meeting.

In addition, it was decided that at the July meeting, we will accept feedback from the public on any changes they think should be made to the regulations. To that end, postcards will be sent to all district property owners advising them of this opportunity.

### New Business

- 1) The Effingham Preservation Society contacted the Commission via email to inquire whether or not a Certificate of Approval (and therefore an application for same) would be necessary in order to move the awning/roof which currently shelters the entrance to their building up above

the level of the doorway (currently it is built across the doorframe). Apparently the current situation is causing a damage problem (rot).

The Commission determined that since this is primarily a maintenance concern, and assuming that no changes are made to the design of the awning/roof other than placing it slightly higher on the building, no Certificate of Approval would be necessary. The Secretary will communicate this decision to the Society.

- 2) The Commission reviewed an Application for Certificate of Approval submitted by James and Lorraine McConnell, who are in the process of purchasing the home at 148 Hobbs Road. The Chair introduced the McConnells. The Secretary indicated that the application was complete. It was determined that neither a Public Hearing or site visit would be required. The Secretary reviewed the sections of the application for the Commission, which addressed three issues, and each issue was discussed briefly as it was presented.

First, the applicants sought permission to install a power pole/platform in order to provide electricity to the home. Both the pole and platform would be installed to the right of the house when facing it from Hobbs Road and due to the tree line/vegetation will likely not be visible. The line from the platform to the house will be buried and enter the house below grade. It was noted that no meter will be placed anywhere on the home, so the façade will remain unaltered.

Second, permission for installation of a septic system was sought. Again, the necessary work will be done to the right of the home. According to the plan provided, the leach field will require that the grade be increased by about two feet, but that it will still fall below the grade at which the house sits. In addition, it's placement on the property will mean that current woods/vegetation will likely screen it from view from the street.

Third, the applicants requested approval for a light fixture on the side of the home at the door. The proposed lantern design meets standards in that it is appropriate to the house and the period. It was noted by the Secretary that since that side of the home is not visible from the public road (the Woodland Cemetery Road, while town owned, is not a public way) permission is not technically required for any work proposed there.

There being no further discussion, the Secretary moved to approve the application as presented, with the Certificate of Approval to be sent upon receipt of proof of ownership of the property. Seconded by N. Potter. Passed and carried.

- 3) The Secretary proposed that the Commission utilize the funds remaining in the "slush" fund to purchase a laptop computer for the Commission's use. He noted that currently all of the Commission's digital files are housed on his personal computer and that it would be much more efficient during any officer transitions to be able to simply hand over a computer. The other members of the Commission were amenable to the idea. The Secretary will research potential computers and report back at the July meeting.

There being no further business to come before the Commission, the meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Erik Jones  
Secretary