

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

**Meeting Minutes  
July 11, 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 7:06 p.m. by the Chair. Over the course of the meeting, there were nine members of the public present. Those individuals were: J. Blades, L. Jewell, D. Libby, J. Murphy, C. Pfister, P. Riker, I. Riordan, M. Socha, and N. Socha.

The minutes of the June 13<sup>th</sup> meeting were previously distributed via email. It was moved by H. Spencer to accept the minutes as written. Seconded by the Assistant Chair. Passed and carried.

The Secretary advised the Commission that four new pieces of correspondence were received since the last meeting. Three were advisory in nature. One required discussion, which is recapped under Old Business – Lord's Tavern.

Old Business

1) Historic District Signs.

The Secretary gave an update on the process of putting in the signs. The locations have been re-marked and a problem with the Center Effingham locations has been discovered. This issue has been brought to the attention of our DOT contact and we are awaiting their response on a resolution. Once that issue is resolved we can move on to checking on the locations with Dig Safe.

2) Historic District maps/Planning Board.

The maps have now been placed on the town's website. This project is officially finished!

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

No update.

4) Potential Members/Vacancies on the Commission.

No update since the last meeting. *Note: Some members of the public in attendance expressed an interest in becoming members of the Commission. The Commission will follow-up with those individuals about their interest.*

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

No response to our Notice of Violation has yet been received. The copy sent via Certified mail has been returned as unclaimed. The deadline for a response falls later in the week.

The Secretary moved that we refer this enforcement issue to the Board of Selectmen with a recommendation that they pursue the next step in the process (legal action), should no response be received by the required deadline. Seconded by the Chair. Passed and carried.

6) Restoration/Maintenance to Historic Effingham Town Hall.

H. Spencer reported that the Board of Selectmen continue to look into the parking lot repair project. Moving the gas tanks to a different location is the next issue to deal with in that process.

In addition, during a recent walk through of the building by the Selectmen, it was discovered that the front portico roof needs repair. Since repair will be significantly cheaper than the cost to replace such a prominent architectural feature, the Selectmen are moving forward with this as quickly as possible.

Also, during that same walk through, the Board noted the presence on the third floor of the railings for the tower and agreed that those should be installed as quickly as possible as well, in order to complete the restoration of the tower that was started some years ago.

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

No update. *Note: The Secretary did mention that the idea for this project came as a result of feedback and comments from I. Riordan during the process of revising the district boundary descriptions.*

8) Review and Revision of the Regulations.

The Chair indicated that we would review the first draft of the proposed changes section by section from the beginning, taking comments as we go along. The Secretary noted that he had received some comments via email from J. Earle, who could not attend the meeting.

The Commission reviewed the first draft through the Synopsis, noting that additional work is required on the antennas, satellite dishes, and driveways sections.

Given the time, the Chair suggested suspending work for the evening. The Secretary noted that in order to keep to our schedule for this process, we need to be able to approve the proposal of changes at the August meeting, and suggested a work session between now and then.

A work session was scheduled for July 25<sup>th</sup> at 7:00 p.m. in the Meeting Room at the Municipal Offices. The Secretary will handle posting the required notices.

9) Purchase of a Laptop Computer.

No update.

New Business

There was no new business to come before the Commission.

There being no further business to come before the Commission, the meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Erik Jones  
Secretary