

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

**Meeting Minutes
February 13, 2017**

Present: E. Chick (Chair), S. Finn (Assistant Chair), E. Jones (Secretary)

Absent: L. Espie (Selectmen's Representative)

The meeting was called to order at 7:01 p.m. by the Chair. There were two members of the public present. Those individuals were: K. Payne and J. Earle.

The minutes of the January 9th meeting were previously distributed by email. It was moved by the Assistant Chair to accept the minutes as corrected. Seconded by the Chair. Passed and carried.

The minutes of the January 23rd work session were previously distributed by email. It was moved by the Chair to accept the minutes as corrected. Seconded by the Assistant Chair. Passed and carried.

The Secretary advised the Commission that two new pieces of correspondence were received since the last meeting. One piece each of the new correspondence will be discussed under new and old business.

Note: At this time, the Secretary suggested that the Commission move to New Business first, in order to accommodate members of the public in attendance. The other members of the Commission concurred. The minutes of the meeting, however, will be presented in their usual order.

Old Business

1) Historic District Signs.

The Secretary is still attempting to retrieve the National Register signs from the former Chair. He will continue to follow up.

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

The Secretary reported that a hand-written response was received from the Elders at the Center Effingham Church indicating their support of and agreement with our suggested marker location. They did request that, in the future, more notice be given in such correspondence, as they were only just able to meet the deadline we requested. The Secretary noted that the request was submitted as quickly as possible in this case, but the Commission understood their concern for future reference.

The Commission reviewed the marker text which was drafted at the work session, revised by the Secretary, and distributed via email. It was moved by the Chair to use the text as presented. Seconded by the Assistant Chair. The Secretary will handle preparing a blow-up of the text for display and the creation of the petition for signatures for Town Meeting.

3) Potential Members/Vacancies on the Commission.

No update.

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

There was a brief discussion regarding the request from the Town's Counsel for guidance on how we wished to proceed in this case, particularly with respect to fines.

It was moved by the Chair that we advise Town Counsel to pursue two options. First, the entirety of the fines and costs permitted under the law to date; or second, should the property owner submit an application for review as has been requested, that only actual costs incurred would be pursued, fines would be waived. It was also noted that in the case of the second option, submission of the application DOES NOT guarantee its approval and that corrective action with respect to the door may still be required. Seconded by the Secretary. Passed and carried. The Chair will handle communicating this decision to Town Counsel.

5) Restoration/Maintenance to Historic Effingham Town Hall.

No update.

6) Creation of a Master List of Data for Historic District Properties.

No update

7) Accessory Dwelling Units – Planning Board Zoning Ordinance Proposal.

It was reported by the Chair and the Secretary (who both attended the Public Hearing) that the Planning Board's various proposals regarding ADU's were approved by the Board for submission to the voters with only minor changes. The portion specifically related to the Historic Districts was approved as originally proposed.

8) Historic District Commission "Slush" Fund.

The Secretary reported that acceptance of the "Slush" Fund monies was approved by the Board of Selectmen and that the monies were duly turned over to them. The "Slush" Fund is officially no more!

9) 2016 Historic District Commission Annual Report.

The Chair reported that the Commission's report was submitted to the Selectmen's Office for inclusion in the Town Report, after the minor revisions suggested by the Commission at the January 2017 meeting.

New Business

1) Effingham Preservation Society – Storm Windows Consultation.

Karen Payne and Jason Earle, as representatives of the Effingham Preservation Society, presented an example of the storm windows which the EPS will be considering this spring for installation on their building. The various attributes of the windows were reviewed and discussed.

It was determined by the Commission both that the storm window presented meets all requirements of the Historic District Regulations and that since installation of storm windows of this type would in no significant way alter the external appearance of the building, that this can be considered a maintenance issue. As a maintenance issue, no Application for a Certificate of Approval is required for this project.

The Commission did express an interest in having copies of information on these storm windows for their files, as a reference for other property owners who might be interested.

2) Historic Effingham Town Hall – Fire Alarm System.

Karen Payne brought up the issue of the heat and smoke detection system which the Board of Selectmen is proposing be installed in the Historic Effingham Town Hall building, as well as the funding options being considered.

There was a brief discussion of the reasons behind the proposed system's installation as well as the funding options. It was noted that since the proposed work only affects the interior and since municipal buildings are exempt from the Historic District Regulations, the Commission has no authority over the proposed project, only the ability to advise the Board of Selectmen on preservation and restoration issues.

3) Historic District Commission – Petition to Disband.

Karen Payne brought up the issue of a movement to disband the Historic District Commission by some residents of the town. While there was some general discussion of the issue, the Commission could not comment specifically, since no official action has yet been taken.

4) Town Meeting – Display Table.

The Commission discussed what items should be included in our display at this year's Town Meeting. The following items were proposed:

- a) How to Apply brochures.
- b) Completed Project - Copies of the new Historic District maps.
- c) Completed Project - Photographs of the newly installed District Boundary signs.
- d) Current Project - A mockup of the text for the proposed Roadside Historic Marker for the New England Masonic Charitable Institute and the required petition for signatures.
- e) Future Project - A brief description about the creation of a town wide database of historic properties.

5) Eversource Energy – Hobbs Road Tree Cutting request.

The Secretary reviewed the request received from Eversource via email.

After a brief discussion about the request and the required timelines, the Secretary moved to hold the requested Public Hearing on Monday, March 13, 2017 at 6:30 p.m. with the Commission's regular monthly meeting to occur immediately following the conclusion of the hearing. Seconded by the Chair. Passed and carried.

The Secretary will handle the necessary postings and notifications.

There being no further business to come before the Commission, the meeting was adjourned at 9:48 p.m.

Respectfully submitted,

Erik Jones
Secretary