

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

**Meeting Minutes
March 13, 2017**

Present: E. Chick (Chair), S. Finn (Assistant Chair), E. Jones (Secretary), L. Espie (Selectmen's Representative) (7:13 p.m.)

Absent: None.

The meeting was called to order at 7:02 p.m. by the Chair. There were two members of the public present. Those individuals were: N. Potter and J. Finn.

The minutes of the February 13th meeting were previously distributed by email. It was moved by the Chair to accept the minutes as written. Seconded by the Assistant Chair. Passed and carried.

The Secretary advised the Commission that one new piece of correspondence was received since the last meeting. It will be discussed under new 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.

No update. The Secretary will again attempt to contact the former chair about the National Register signs for Lord's Hill.

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

The progress made on this project so far was discussed as well as what items will be needed at Town Meeting. It was suggested that, in order to be able to approve the final application materials at the April meeting, a work session be held before that time. The work session was scheduled for March 27th at 6 p.m. The Secretary will handle the necessary postings.

3) Potential Members/Vacancies on the Commission.

No update.

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

The Chair reported that she forwarded the Commission's recommendations regarding fines and future action to Town Counsel. He indicated that he will follow up with the property owner.

5) Restoration/Maintenance to Historic Effingham Town Hall.

Per L. Espie, there is no update from the Board of Selectmen. The Commission again discussed the need to get the ad-hoc committee going in order to develop a plan for restoration and repairs to the building that allows for consideration of and input from all stakeholders.

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

This project will be placed on the docket for the April meeting. All Commission members were asked to bring their ideas regarding what types of information should (or should not) be included.

7) Town Meeting – Display Table.

The Commission reviewed again what materials will be displayed on our table at Town Meeting. The Secretary will handle pulling all the items together and setting them up on Friday afternoon. It will be helpful for Commission members to man the table at breaks in order to answer questions and solicit signatures for the Petition of Support for the New England Masonic Charitable Institute Roadside Marker application.

New Business

1) Center Effingham Baptist Church.

N. Potter, representing the Church in his capacity as an Elder, presented information on storm windows which the Church would like to install on all of the large windows on the sides and front of the church building. Mr. Potter explained that currently, they utilize wooden frames with plastic sheeting, which have proven to be cumbersome in that they must be removed, repaired, and rehung each year. In addition, he sought guidance on whether an Application for a Certificate of Approval would be required.

The Commission noted that the proposed storm windows meet the requirements of the Historic District Regulations. Since this work would be considered maintenance, no Certificate of Approval is required.

The Commission did request that, if possible, literature on the storm windows and the vendor from which they are being purchased be provided to the Commission for our files, as a reference for other district property owners who may inquire about this issue in the future.

2) Memo from Board of Selectmen re: land use questions for Town Counsel.

The Board of Selectmen are soliciting questions from each Land Use Board and/or Commission (no more than five from each) so that they can determine if there are common inquiries or concerns that Counsel can investigate and prepare to answer/explain at a meeting between the Boards and Commission to be scheduled later. It is hoped this will streamline the process and make such a meeting more productive by ensuring that questions with “universal appeal” are answered first, rather than questions that are specific to a particular board or commission.

The Commissioners were asked to bring suggestions for questions to pose to Counsel to the April meeting.

There being no further business to come before the Commission, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Erik Jones
Secretary