

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

**Work Session Minutes
May 22, 2017**

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

Absent: None

The work session was called to order by the Chair at 6:05 p.m. There were no members of the public present.

Projects/Discussions Undertaken

1) Historic District Commission File Cabinet – Organization and Weeding.

The Chair provided to the Commission the files which were given to her by Heidi Foy from the estate of her aunt, Arlene Gertsen, a long-time member of the Commission. These will be reviewed to determine if they may fill in any gaps in our files.

The Commission examined very quickly the contents of each drawer of the file cabinet.

It was determined that our first tasks would be to organize the cassette tapes on which many years meetings had been recorded; to organize the minutes and determine if a cassette recording for those minutes exist, if those minutes are missing, or if there are duplicate copies present; for meetings where approved hard copy minutes exist, tape recordings will be discarded, for meetings where duplicate copies of approved minutes exist, duplicates will be discarded; in cases where a gap in the minutes exist, if a tape recording exists for that meetings, efforts will be made to transcribe those tapes.

The Commission then organized the cassette tapes in date order before placing them back in the file cabinet.

The work session was recessed by the Chair at 6:25 p.m. in order to move to the Municipal Offices meeting room for a scheduled Public Hearing. The work session was reconvened by the Chair at 7:07 p.m.

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

Absent: None

There were two members of the public present. Those individuals were: M. Martin of the Conway Historic District Commission and J. Meisner.

Projects/Discussions Undertaken

- 2) The Commission had a general conversation with Mark Martin of the Conway Historic District Commission.

Topics discussed included:

- how the purpose, regulations, and procedures were created, including what laws, standards, and regulations they may have been based upon;
- how laws, standards, and regulations are interpreted and how that can differ from community to community, influenced by forces such as the community's input, by the community master plan, and by interpretation of laws by the courts;
- how regulations, once written, are enforced and how that can differ from community to community

There being no further business to come before the Commission, the work session was adjourned at 7:40 p.m.

Respectfully submitted,

Erik Jones
Secretary