

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

**Work Session Minutes
July 24, 2017**

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

Absent: L. Espie (Selectmen's Representative)

The work session was called to order by the Chair at 6:45 p.m. There were no members of the public present.

Projects/Discussions Undertaken

1) Meeting Minutes – Paper hard copies.

The Commission organized the various folders containing paper hard copies of the Commission's minutes, noting any that were missing and eliminating duplicate copies.

2) Meeting Minutes – Cassette tape recordings.

The Commission reviewed the previously organized cassette tape recordings of meetings. After determining that paper hard copies of the minutes for all of the meetings were present for which recordings exist, the recordings were discarded.

3) Land Use RSA books.

The Commission's copies of ~~previous~~ **prior** years' books were organized and placed on the top of the file cabinet, for easier reference and to free space in the cabinet itself.

There being no further business to come before the Commission, the work session was adjourned at 9:08 p.m.

Respectfully submitted,

Erik Jones
Secretary