

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

**Meeting Minutes
October 9, 2017**

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

Absent: E. Jones (Secretary)

The meeting was called to order at 7:01 p.m. by the Chair. There was one member of the public present. That individual was: J. Murphy.

The minutes of the September 11th meeting were previously distributed by email. There was no quorum for approval of the minutes of September 11th meeting, therefore, review of those minutes has been postponed until the next regular meeting of the HDC.

The Assistant Chair offered to take the minutes for the October 9th meeting.

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

Note: At this time, the Commission moved to New Business first, in order to accommodate the member of the public in attendance. The minutes of the meeting, however, will be presented in their usual order.

Old Business

1) Historic District Signs.

No update. The Chair will reach out again to the former Chair.

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

No response yet from the State to the application.

3) Potential Members/Vacancies on the Commission.

Selectman Espie stated, he received a call from an individual interested in becoming a member of the Historic District Commission. A requirement for serving on town boards and commissions is to be a resident of the Town of Effingham. Since this individual's primary residence is in the state of Maine, she is not eligible to serve. Her request was denied.

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

No update on the status of the verified petition.

5) Restoration/Maintenance to Historic Effingham Town Hall.

No update. It was noted that there is still no clear plan for restoration of the building.

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

Three members of the Commission met on September 25, 2017 to work on organizing past applications, in preparation for compiling the master list.

7) Land Use Boards Meeting.

No update. It is unclear whether or not the questions from the joint boards meeting were ever passed on to Town Counsel for review.

New Business

1) Jennifer Murphy – Plantation Road– installation of storm windows

The Commission heard Ms. Murphy's desire to put storm windows on 2 bottom floor windows that face Plantation Road. Our regulations do not specifically reference storm window installation, which was the reason that Ms. Murphy came before the Commission. After a brief discussion, the Commission agreed that this work is necessary for the maintenance of the residence, therefore no approval is required.

2) Annual Nominations for the Town Employee/Volunteer/Elected official/citizen of the year

The Chair received the Annual Nomination Form from the Selectman's office. She explained that each year the members of the town boards and commissions submit nominees either separately or as a board for an individual from each category. Employee, Volunteer, Elected Official, and Citizen of the year. The Nominations are tallied and the winner from each category is posted on the awards plaque and is recognized at a presentation of awards event. A copy of the form was distributed to each HDC member so they might vote individually. Completed forms are to be returned to Cheryle Feirick in the Selectmen's office by November 1, 2017.

3) Scheduled date for next work session.

November 6, 2017 has been selected for the next work session. To be held in the modular building behind the town office. Purpose of this work session is to continue the prep work for the Master List of Historic Properties.

There being no further business to come before the Commission, the meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Sandy Finn
Assistant Chair