

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

**Meeting Minutes
December 11, 2017**

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

Absent: None

The meeting was called to order at 7:00 p.m. by the Chair. There was one member of the public present. That individual was: M. Martin.

Distribution and review of minutes: November 6, 2017 work session minutes were distributed. Review of the minutes for September 11th, it was moved by the Assistant Chair to accept the minutes as corrected. Seconded by the Chair. Passed and carried. Review of the minutes of October 9th, it was moved by the Chair to accept the minutes as corrected. Seconded by Mr. Espie. Passed and carried. N Review of the minutes of November 6th, it was moved by the Secretary to accept the minutes as corrected. Seconded by the Assistant Chair. Passed and carried.

No new correspondence received since our last meeting.

Renewal of membership for the Preservation Alliance – To be processed the same as last year.

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.

No updates. Still need to fill one full seat and two alternate seats.

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

Action filed, pending response from the court.

5) Restoration/Maintenance to Historic Effingham Town Hall.

No new update. It was noted that there is still no clear plan for restoration of the building. The Chair suggested moving this agenda item to "The Parking lot" thus keeping the item on the radar but not an active item.

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

No further progress to date. Work Sessions continue to make headway in the files. The Secretary noted he has been in contact with Karen Payne of the Effingham Preservation Society. She expressed an interest in combining forces on this project. Potentially providing additional volunteers for filling out the forms on the identified properties.

7) Land Use Boards Meeting.

No further discussion. The Town's lawyer is working with the Selectboard, ZEO, Planning Board and ZBA Chairs. Seeing no further action for the HDC with regards to this topic the Chair suggests removing from future agendas.

8) Heritage Commission: The Secretary investigated the legality of the Historic District Commission contributing funds for education presentations or lectures. It was determined that this is not a permitted function of a Historic District Commission. However, if the Commission was also a Heritage Commission this would be permissible. Something to think about for the future.

New Business

- 1) Mary Martin, a member of the public, is present tonight to observe the proceedings of the Historic District Commission. As an owner of a property in the Lord's Hill District, she expects to be making some changes to the property and is interested in learning how the process of application and approval works prior to needing to submit one of her own.
- 2) Mr. Jones restated that although he wishes to continue as a member of the HDC, he will not be seeking reappointment as secretary after March 2018 town meeting. He would like to download all HDC documents to a flash drive to hand over to the Commission for use by the new secretary. It was decided, he will acquire a flash drive for this purpose and the Commission will reimburse the expense.
- 3) HDC Rules of Procedure are due to be reviewed and revised for the new year- The Chair will send out copies of the current Rules of Procedure to the Commission members in preparation for review.

There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Elaine Chick