

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

**Meeting Minutes
October 8, 2018**

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

Absent: J. Meisner (Selectmen's Representative)

Others Present: There were three members of the public present. Those individuals were: Jason Earle, Mary Martin, and Pat Riker.

The meeting was called to order at 7:06 PM by the Chair.

Review of Minutes: The minutes of the September 10th meeting were distributed. It was moved by the Chair to accept the minutes as corrected. Seconded by the Secretary. Passed and carried. The minutes of the September 10th public hearing at the Lord's Hill Fire Station were distributed. It was moved by the Assistant Chair to accept the minutes as corrected. Seconded by the Secretary. Passed and carried. The minutes of the September 10th public hearing at the Effingham Town Library were distributed. It was moved by the Assistant Chair to accept the minutes as corrected. Seconded by the Secretary. Passed and carried.

Correspondence: None.

Old Business

- 1) Historic Roadside Marker for the Effingham Town Hall building.

State application pending. No news.

- 2) Potential Members/Vacancies on the Commission.

No update. Vacancies to fill: one full seat and two alternate seats.

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

No further progress to date.

- 4) HDC Regulations – Motion by E. Jones to accept changes to the Historic District Commission Regulations. Second by E. Chick. Final draft signed by E. Chick, E. Jones, S. Finn. The Chair will post copies, Original signed to be in binder at the Town Clerk's office. Copy with the minutes.

New Business

1. Jason Earle

a. On behalf of Ann Sievers, 648 Province Lake Road (The Dearborn House):

1. Replacing asphalt shingles -

- a. Replacement shingles will be made of asphalt.
- b. They will be uniform in color (brown/gray) as per Regulations.

The Commission noted this would fall under maintenance and would not require a Certificate of Approval.

b. On behalf of Lord's Hill Meeting House:

- 1. **Itinerant step** – A temporary removable step has been constructed to reduce the existing step height from approximately 10-12" to a more manageable height. This is not presently intended to be permanent. If they decide to add a permanent step, they will return with a final proposal for consideration.

No action required from the HDC at this time.

- 2. **Veterans' Honor Roll Sign** has been removed for repairs. It should be back in place by Veterans Day. The use of some composite materials to replace the supporting posts that are in contact with the ground have been proposed.

The Commission had no objections to the use of composite material on the sign.

- 3. **Finials**- The plan is to remove the finials in their entirety. The original sign did not have them as depicted in an old photograph that was presented.

The Commission agreed the removal would allow for restoration to the original design and be easier to maintain in the future.

c. On behalf of Heidi Foy, Plantation Road:

- 1. Two sections of railing to be relocated for safety reasons. Ms. Foy would like to add some railings to her open porch area for safety. This would be in keeping with the period of the house.

The Commission had no objections to railings for this purpose.

2. Mary Martin from Plantation Road provided updates on previously approved projects and had a question about using composite material:

- a. Electrical conduit will be buried. Ms. Martin reported her electrical service can indeed be buried and is proceeding with that project. Squirrel damage was discovered where the old electrical service attached to the house. She would like to use composite material to replace the damaged, rotted wood at the roof line. Minimal visibility and less likely to be chewed by rodents and insects.

The Commission had no objection to this use.

- b. Between the driveway and porch there are old pressure-treated steps. They might replace the pressure-treated steps with two big granite steps that were left over.

Per HDC Regulations granite slab is preferred. No objections.

- c. Regarding removal and replacement of bottom clapboards to repair sill, can they use clapboards made of composite material similar to what Heidi Foy used?

The Commission does not oppose the use of this composite material in areas where moisture is a constant problem.

3. **Pat Riker from 57 Plantation Road** wished to discuss her Application for Certificate of Approval. She stated she mailed the Application on October 3. The Chair stated that the Application has not yet been received. The Chair also explained that an Application needs to be received at least 7 days in advance of a regular meeting in order to be discussed. The Chair will call Ms. Riker to let her know when the Application is received. It is expected the review of the Application will be posted for the next regular meeting in November.
4. **Possible Violation at the Historical Society property:**
Some alteration has been done to the driveway...build-up of a berm with orange fencing. The Commission discussed the changes to the landscape and will send a letter of violation to the Effingham Historical Society, informing them they need to submit an Application for Certificate of Approval.
5. **Point of Clarification from Jason Earle:** Under landscaping...septic system “between the house and the road”. The meaning of the phrase is literally drawing imaginary perpendicular lines from each side of the house straight out to the road. The area between these lines is the only area being referenced by the area “between the house and road” per case law.
6. **Annual Budget – HDC Budget for 2019 due to Selectmen 10/16/2018 -** The Commission reviewed the current year’s expenses and proposed expenses for the next year. The HDC budget to be proposed as follows:
 - a. Books and Publications – \$60.00 No change
 - b. Association Dues - \$50.00 No Change
 - c. Postage - \$75.00 Reduced by \$225.00
 - d. Printing/Office supplies - \$110.00 reduced by \$65.00
 - e. Public Hearing - \$300.00 reduced by \$200.00
 - f. Travel - \$250.00 No Change
 - g. Workshops and Seminars - \$300. 00 No Change**Total Budget proposed for 2019 ~ \$1145.00**
7. **Historic District “How to Apply” Brochure:** Erik Jones worked on revisions for the brochure to reflect the recent Regulation changes. He presented a mock-up of the revised brochure and will print some copies to be made available for the public in the town office.

There being no further business to come before the Commission, a motion to adjourn was made by E. Chick. Seconded E. Jones. All in favor.

Meeting Adjourned at 9:12 PM.

Respectfully submitted,

Sandy Finn
Secretary