

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

**Meeting Minutes
October 11, 2021**

The meeting was called to order at 7:05 PM.

Members Present: Susan Slack (Chair), Sandy Finn (Secretary), Grace Fuller

Members Absent: Lenny Espie, Erik Jones

Review of Minutes: The minutes of the September 13, 2021 meeting were reviewed. It was moved by Ms. Fuller to accept the minutes as written. Seconded by Ms. Slack. Motion passed and carried, with Ms. Slack abstaining because she wasn't at the September meeting.

Correspondence: Email received from Jason Earle stating that he will be applying for a Certificate of Approval for the Effingham Historical Society's lighting project that was discussed at the September HDC meeting. The Application will also seek approval for some signage work, which may be ready to go before the (approved) lighting modifications. The Chair will follow up with Mr. Earle.

In his email Mr. Earle also mentioned some logging work being performed at the Sanborn Farm in the Lord's Hill District and the treatment of a stone wall, which work has not been brought to the attention of the Commission. The Chair will contact Rebecca Boyden, Zoning Enforcement Officer, to learn the name of the property owner and to see if a driveway permit was requested. The Commission will discuss next steps at the November HDC meeting.

Old Business:

HDC forms - Several new ideas for streamlining and updating our forms were discussed. The Chair will ask Mr. Jones to send her the HDC documents in Word so progress can continue.

Budget Request – The Chair attended the October 5 Selectmen's budget session. The Selectmen removed the \$1.00 for Printing/Office Supplies, bringing the total request down from \$486 to \$485.

New Business:

Outreach Letter – The Selectmen would like the Commission to create an outreach letter to mail to property owners (who we are, what we do, etc.). A good example to follow is the Zoning Enforcement Officer's postcard. Ideas for our postcard or letter should be brought to the November 8 meeting. Target for mailing is January 2022.

Next Meeting: Monday, November 8, 2021 at 7:00 PM.

There being no further business to come before the Commission, a motion to adjourn was made by Ms. Fuller. Seconded by Ms. Slack. All in favor.

Meeting adjourned at 8:15 PM.

Respectfully submitted,

Sandy Finn
Secretary