

1 **Historic District Commission**

2 **Final Minutes Work Session February 17, 2021**

3 **Meeting House**

4 **Present**

5 Kevin Bragg Chair, Jeff Leidinger, Mark Hopkins, Ginger Laplante, Ann Emerson,
6 Lois Scribner (secretary/alternate)

7 **Absent**

8 Art Hudson

9 **Agenda**

10 **1. Minutes of January 21, 2021**

11 Mark Hopkins moved to accept the minutes from the last meeting. Ann
12 Emerson seconded. No changes were needed. All voted in favor so the
13 Minutes of January 21 passed.

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15 **2. Draft of Ordinance**

16 Jeffrey Leidinger had shared a draft document outlining an updated HDC
17 Ordinance for the Commission to discuss. He had referred to other towns
18 with well organized Ordinances (ex. Bedford, Amherst, Exeter) as well as
19 the existing Canterbury document. He suggested that the process they
20 work through would be that all members of the Commission would discuss
21 this draft, get comfortable with the processes and principles they were
22 outlining and then approach the Board of Selectmen, Town Administrator
23 and Building Inspector (Code Enforcement Officer) to gauge their response
24 to the suggested changes. It was not known at this time whether such
25 changes would require a vote at Town Meeting.

26
27 Jeff also said that they needed to revise their Certificate of Approval and
28 Application form. These could be strengthened by being wrapped in with
29 the guidelines that Mark Hopkins was working on for architectural integrity.
30 Kevin Bragg agreed with these suggestions. Ginger asked if the Commission
31 could change regulations at will and it was thought that this was possible.

Kevin suggested going through the document and members worked through items detailing Purpose, Boundaries, Membership, Qualifications, Gift Acquisition, Demolition v. Preservation, Demolition and Relocation, Powers and Duties, Review Criteria, Compatible Use, Contemporary Structures and Minimal Maintenance. There was discussion around issues and priorities of all these items. Jeff took notes for the next draft. Mark commented on the value of the US Secretary of Interiors 'Standards for Historic Preservation' for guidance. Mark thought that should be in the document as reference. Jeff had noted when it was referenced by other towns.

Ann mentioned that when they work on the Application form there could be a place to write in the date of construction of properties in the HDCs. Kevin also suggested a final check off on forms that would be made by the HDC and after the Code Enforcement Officer sign off.

Jeff planned to work on the next draft and send it to Lois to distribute to members for the next meeting.

3. Center Road Barn update.

Ginger asked about the barn. Kevin had talked to the owners and Ken Folsom. Kevin told Ron Turcotte that HDC had concerns about the lack of the fence around the structure. Ron and Judy said they would ask their contractor, Derek, to put that back up. They were to check with Derek on that. Ken had then forwarded the email from Derek which said that the ground should be 'frozen solid' or 'mud dried up'. Mark suggested Kevin should inquire again. The HDC had compromised down to zero on this. The one thing the BOS had raised was liability. A snow fence was not a fence. It was disingenuous to have the Town not follow through on this. A fence should be built and the bill sent to the owners. In the meantime that frame would be useless by Spring. Kevin said he could call and see if they would do something. Ginger asked if they could legally do anything. Kevin thought the Building Inspector could assess it as a hazard and yes, he could issue a fine. They could be cited, Mark said, for not maintaining a safe site. The

67 agreement they made to salvage was not being honored and it is now too
68 late. There is no written contract with Derek so the owners are responsible.
69 Kevin said he would call Ken again. Ginger said the HDC had no teeth.

70
71 Kevin and members thanked Jeff for his work putting together the draft for
72 discussion. Kevin and Jeff will work on another draft attempting to include
73 the strike outs and new amendments. Mark said he would try to bring what
74 he has so far.

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76 **4. AOB.**

77 Lois updated members about starting to work with Jan Stout in the Town
78 Office in terms of getting an HDC email going, putting Minutes on the Town
79 website and also working on organizing digital files.

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81 Mark made a motion to wrap up. All in favor so the meeting adjourned at
82 8:55 pm.

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84 Next meeting will be Wednesday 17 March, 7 pm.

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86 Respectfully submitted,
87 Lois Scribner, secretary
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