

1           Historic District Commission Meeting – Final Minutes

2                           October 25, 2023, 7pm

3                                   Meeting House

4   Members

5   Kevin Bragg, Kent Ruesswick (BOS rep), Anne Emerson, Jeffrey  
6   Leidinger, Harry Kinter, Lois Scribner (secretary/alternate)

7   Members absent

8   Ginger Laplante

9   Others present

10   Bob Drew, Mindy Beltramo and Jim Miller (for CUCC)

11   Agenda

12       1. Call to Order

13   Kevin called the meeting to order at 7.02 pm.

14       2. Previous Minutes

15   The Minutes of September 19 that Lisa Carlson took are  
16   currently in Kevin's laptop, so it was decided to table approval  
17   of these until the November meeting.

18  
19       3. CUCC/Parish House Preconceptual Discussion

20   Bob Drew and Mindy Beltramo attended on behalf of the CUCC.  
21   They explained that the church is applying for a CDFA grant,  
22   which is largely federal funding, given for community

development. They see the Parish House as a community center for the whole town. The application is due on November 30 so they are making sure they have everything in place. They will come to the HDC later when they know if they have met the criteria for one of these competitive grants. 85% comes from the grant and the church provides 15%. They should find out by March 1 next year. It is hoped they will get around \$300,000.

They shared photographs of the proposed changes to the exterior of the Parish House in the Center Historic District. They must find a way to protect the generator, for storing items like tables and chairs, and installing 3 outside heat pump units so that about 80% of the heat is electric and the remainder will be oil. They might try to rebuild the walkway from the church to the Parish House to make it ADA compliant and safe. The lighting should be LED and new lighting added to the outdoors area for cars and pedestrians at night. They will need to work on an outdoor landscaping plan to beautify the area and signage will be updated to rebrand the Parish House as a community center, for the public to use.

There was some discussion about the funding that the Fair provides for the town – some goes to the school, to the nurse and to students towards college and field trip expenses, and the rest is split between the Canterbury Fund (currently at \$325,000) for needy situations and the church.

Kevin invited questions from the Commission members. The issues raised related to the dimensions of the vertical addition being built, (15x30 ft or so), the placing of the generator, (dependent on where the propane is and distances for code requirements), the choice to put windows in the storage unit or not, the need for railing in the landscaping, whether it will be linked to the Child care center (no), there will be some solar panels (though not enough for all electricity needs), the snowblower will need an enclosure due to its size.

The CUCC will need approval from the HDC prior to getting their building permit so they will need to come back to the HDC with their application if they get the funding.

Kevin thanked Mindy, Bob and Jim for attending.

#### 4. Next Steps – Regulations/Ordinance Work

Following the HDC members attending a select board meeting on October 2, and the town attorney advising against the select board accepting the HDC proposals, members discussed next steps. Jeff suggested the HDC take the tasks on incrementally.

On the issue of requesting qualifications for new members, it was noted that this could be permissive – it was desirable in inviting new people to join – it did not require being part of the ordinance.

The other two issues that could be tackled soon that would require change in the ordinance were 1) correlating the description of the two historic districts with the town zoning

73 map by taking out the lengthy legal descriptions in metes and  
74 bounds language with reference to a zoning map and 2) request  
75 a modification to the ordinance to allow the HDC to grant  
76 waivers if an application has no major implications and really  
77 does not require a full hearing.

78 And for the rest of the issues, they could make requests for  
79 other amendments in a later town meeting.

80 So HDC members who were available would attend the next  
81 BOS meeting on November 6 and tell the select board what  
82 they were now proposing and see if they would be in support.  
83 Jeff had already requested that. And if so, they need a draft to  
84 take to Town Meeting and public hearings beforehand. Lois  
85 would ask the Chair of the Planning Board if the HDC could  
86 present these changes in one of the already scheduled public  
87 hearing meetings (ex. December 12).

88 Jeff offered to draft those two amendments for the next  
89 November meeting – November 15. Kent was supportive of the  
90 proposed next steps.

91 Kevin pointed out that the town zoning map still has to be  
92 changed in the legend to make it compatible with the zoning  
93 map. This would be a task for regional planning. Lois to ask  
94 Planning Board chair and Mike Tardiff about this to see if  
95 someone can do the mapping update. It is the legend that has  
96 to be changed, nothing more.

97 Harry made a motion to adopt what Jeff was proposing and  
98 Kevin seconded this. All members present voted in favor.

99 Kevin noted that in the section of the ordinance regarding  
100 Powers and Duties, at Article 13 2.4, there was a section about  
101 the style and compatibility for the historic districts being c 1900.  
102 That language would not have to be new – it is already there. It  
103 was deemed best to just keep it in then. It is possible the town  
104 attorney did not have a copy of the old and existing regulations  
105 attached to the ordinance. Any of these issues that were of  
106 concern can be dealt with in future years.

107 Kevin thanked Jeff for taking the lead on this work.

#### 108 5. 2024 Budget

109 Lois will ask in the town office about what was spent during this  
110 year to make a realistic suggestion for the budget next year. The  
111 issue of having a sign to designate the two historic districts was  
112 raised again – maybe the Historical Society would be the logical  
113 partner for that?

#### 114 6. Other Business

115 Kent mentioned that the Center Christmas tree lighting with  
116 Until is not going to happen anymore. It is not clear what might  
117 be possible with volunteer assistance. Perhaps it needs to be  
118 left for a year so that people understand that there needs to be  
119 new volunteers taking over after those who have managed this  
120 in years gone by (ex. Gordon Jackson, Art Hudson, Bryan  
121 Magoon have all contributed with the large tree lights).

122      7. Adjournment

123      Anne made a motion to adjourn around 8.30 and Kent  
124      seconded. All voted in favor.

125      Respectfully submitted.

126      Lois Scribner, secretary