

# NEWBURY HISTORICAL COMMISSION

## FINAL MEETING MINUTES THURSDAY, NOVEMBER 13, 2014

### CALL TO ORDER: 7:04 WITH THE PLEDGE OF ALLEGIANCE

A regular monthly meeting of the Newbury Historical Commission was held at the Newbury Town Hall.

*Members present:* Channing Howard, Nancy Thurlow, Sue Nagle, Lon Hachmeister and Jan Forrest.

*Members absent:* Eva Jackman.

*Also present:* Sam Joslin, Building Inspector joined the meeting at 7:35.

### APPROVAL OF MINUTES

The minutes of the October 2014 meeting were presented.

Nancy made a motion to accept the minutes; seconded by Sue. *The motion carried with a unanimous vote.*

### CORRESPONDENCE

Channing received an e-mail from the State Historical Commission for updating memberships of local historic district commissions. Channing was to send our updated Commission information in, stating which are of us are new members. We (new members) should each receive a copy of Guidebook for Historic District Commission. This will be followed up in the near future.

### TREASURER'S REPORT

Lon submitted the bill from Wilkinson for payment.

As of November 13, 2014	<i>General Fund</i>	\$ 545.65
	<i>Gift Fund</i>	\$1,766.78
	<i>Special Article Fund</i>	\$6,718.50
	<b><i>Total</i></b>	<b>\$ 9,030.93</b>

### OLD /CONTINUING BUSINESS

1. Jan & Nancy did an inventory and cleaning of the School House. The aerial maps were found. Nancy typed up a list & distributed to the Committee.
2. Jan will type up the inventory of the School House taken in October.
3. The Library has 2 lateral files we are using. They are not locked at this time. Jan will get an inventory done at a later date.
4. Follow up with Sam Joslin about getting repairs done at the School.
5. Nancy will make up a list of the items in the box from Chris' office at Governor's.
6. Sue is continuing to work on getting the committee access to the 1635 website.

### NEW BUSINESS

1. Jan disclosed the contents of the box given to her by Sue Noyes. Majority of the items are Commemorative coins from the Tercentennial.
2. Sam Joslin joined the meeting at 7:35. He has a contractor to start work on the School House soon. He keeps trying to get a mason to work on the chimney. He gets quotes, but this job is

- small and larger jobs seem to keep us from getting a contractor date set up. He will keep trying to secure someone to get the repairs done. If anyone has a lead on a mason, they should pass the information on to Sam.
3. Sam opened a discussion on the DDB. He has specific questions regarding section 4.5 of Significant Structures reference to “on any portion there of”. Questions were discussed on razing a small side structure (within the periods listed in the DDB) and replacing it with a larger one. He requested guidance on notification of HC committee with demos being not just entire buildings.
  4. Channing discussed sections 1.9 C, D & E. C & D – we need to create a list to assist Sam in identifying structures to notify the HC of the demo’s requests he receives. Sam copied the small list that he has been using over the years & gave all the committee members. We need to expand up this list for sections 1.9 B.
  5. Jan gave samples to Sam from other cities/towns DD forms. Sam will redo his list using the info on the samples.
  6. The question of HC liability was raised during the meeting. Sam stated that we are covered under the Special Town Employees policy and should be safe from everything with the exception of Gross negligence.
  7. Jan will check with the Assessor’s to see how the information is updated on the Town website.
  8. A discussion ensued on how to streamline the process with Demo permits. Channing started to go through steps listed in the DDB. We need a checklist to use for reviewing sites/houses and determining if they are Significant Structures; list of criteria used.
  9. We will also need a Hearing checklist & guidance on how to present the information at the Public Hearings.
  10. Channing stressed we should seek assistance from other HC’s in the state to obtain checklists, guidance, etc. We need specific help on partial structures.
  11. Lon will set up the Christmas window lights at the School House.
  12. A suggestion was offer to talk about a Plaque for the School House in Chris’ memory.

**ADJOURNMENT**

The next meeting of the Historical Commission will be on Thursday, December 18, 2014 at 7:00 at Town Hall.

The meeting was adjourned at 9:26 PM.

<i>Janice Forrest</i>	<i>12/18/14</i>
Janice Forrest	Date of approval
Clerk	