

**SANBORNTON HISTORIC DISTRICT COMMISSION  
MINUTES-October 13, 2020 @ 7:00 P.M.  
TOWN OFFICES- 573 SANBORN ROAD, SANBORNTON, NH  
Due to the Coviv-19 Emergency there was no physical presence**

**Telephone access was provided; 425-436-6394. Access code:554608#**

The Meeting was called to order by the Chair, Franz Vail at 7:00 P.M.

The Chair opened the meeting by reading into the record the Meeting Preamble during COVID-19 Emergency.

“Good Evening, as Chairman of the Historic District Commission, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A; 2, III, (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find this meeting is imperative to continued operation of Sanbornton town government and services, which is vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from the meeting.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let’s start the meeting by taking a Roll Call attendance. When each member states their name, also please state whether there is anyone else in the room with you during this meeting, which is required under the Right-to-Know Law.”

II. Roll call. Nina Gardner- no one present; Jim Dick- no one present; Franz Vail- no one present; Stuart Dymont- no one present; Sam Swartz-no one present..

Not present were Tim Cline, regular member and Barbara Whetstone, alternate member.

III. Nina Gardner agreed to take Minutes of the Meeting.

IV. Review and approval Minutes of Previous Meeting.

Minutes of June 16, 2020 Meeting. On a Motion made by Sam Swartz, seconded by Jim Dick a motion was moved to approve the amended Minutes of the June 16, 2020 meeting.

A roll call vote was taken: Jim Dick-Aye; Sam Swartz- Aye; Stuart Dymont- Aye; Nina Gardner-Aye; and Franz Vail- Aye. The vote was unanimous.

Old Business.

a. The Chair reported that Mae Williams had completed the report of the Historic District Survey and had provided a hard copy and CD record. Franz noted that he felt there was need for about

three additional copies which he had priced out for printing at Staples. The report is lengthy and has many colored photos as well as detailed charts that are not standard letter size. If he makes the copies himself, they would cost about \$45 each. It would be double that if he had Staples do the printing job. It was determined that between what might be available in the budget and a willingness by Sam Swartz and Nina Gardner to help pay the difference, three copies could be reasonably obtained. They would be distributed as follows: Town Office for public reference, the Library and the HDC file for use as a reference document.

b. As part of the grant, Mae Williams is obligated to do a public presentation. Franz suggested that a public meeting be held with Mae presenting the report. She indicated that she has done Zoom presentations and could have her materials ready to put on a shared screen. It was felt that this kind of presentation would be sufficient, given the current COVID restrictions and public concerns.

Jim Dick and Nina Gardner agreed to do a press release.

Nina Gardner mentioned that we need to make certain that we are posting our meetings to both the Town Calendar and our own committee page so the public can easily find out about our meetings and have access to our minutes.

c. The issue of when to make the Final Payment under the grant was discussed. Franz indicated that he felt that perhaps we should wait until Mae had done the presentation, the remaining balance is \$1250. Stuart Dymont expressed his opinion that we should not hold up the payment as we know she will do the presentation. Jim Dick read from the agreement with the DHR which spelled out the payment terms. Once we have made final payment, we can then seek the reimbursement from the state.

On a motion made by Jim Dick, seconded by Sam Swartz, it was moved that Franz submit Mae William's final invoice for payment to the town. A Roll Call vote was taken: Jim Dick-Aye; Sam Swartz-Aye; Stuart Dymont- Aye, Nina Gardner-Aye and Franz Vail- Aye. The vote was unanimous.

#### New Business.

- a. Letter of Interest/Intent for next round of CLG grant program is due November 15. The Chair suggested that we resubmit the grant application that we had submitted this past year that had not been funded. It was to consist of 3 public presentations on various topics of interest to the Sanbornton Historic District. Notably there would be a presentation by Mae Williams on researching the history of a property in the district; and two other programs that had been presented in other communities. The members were familiar with the prior application.

On a motion made by Jim Dick, seconded by Sam Swartz, it was moved to authorize the Chairman to resubmit the previous grant application for the next round. A Roll Call vote was taken: Jim Dick- Aye; Sam Swartz- Aye; Stuart Dymont- Aye; Nina Gardner- Aye; and Franz Vail- Aye. The vote was unanimous.

- b. Annual Report is due to the NH Division of Historic Resources by October 31. Franz Vail will handle this.

- c. Submission of budget to the Board of Selectmen for the HDC for the coming year FY 22. The Chair indicated that he submitted a budget request for \$4500 which includes funding for the grant.

- d. Discussion of painting completed at 10 Tower Hill Road and a report of a newly installed fence.

The Chair reported that he had written to the property owner at 10 Tower Hill Road (Joseph and Maria Haddad owners) regarding the painting of this property. In response to the letter, Mr. Haddad had called Franz and apologized and said that he did not know about the HDC requirements. They had not been told by the realtor that the property was within an historic district. Franz provided a link to the HDC documents for him. He did provide a paint chip and documentation for the color of the house paint.

Now, it has been reported to the HDC that a fence has been installed at the property, again, without review by the HDC. There is concern that this repeated action indicates an inability/unwillingness to comply and a lack of understanding of how the district review process works. The Chair indicated that he would again write to the property owners and ask that they come before the Commission at a future meeting. Franz indicated that he would send a draft of the proposed letter out to members of the Commission for their review and comment.

- e. Further Business as required.

There was none.

## 7. Adjournment.

On a Motion made by Sam Swartz and seconded by Jim Dick, it was moved that the meeting be adjourned. A roll call vote was taken: Jim Dick-Aye; Sam Swartz- Aye; Nina Gardner- Aye; Stuart Dymont – Aye; and Franz Vail- Aye.

The meeting was adjourned at 7:50 P.M.

Minutes prepared and compiled by Nina C. Gardner, Acting Secretary.

