

# **HISTORIC DISTRICT COMMISSON**

## **MEETING MINUTES**

**Meeting Date and Time:** Tuesday, August 9, 2016 at 7:00 PM  
**Meeting Place:** Town Office Meeting Room, Sanbornton NH

The meeting was called to order at 7:00 PM.

### **Roll Call**

Members present:	Nina Gardner, John Olmstead and Stuart Dymment
Members absent:	Linda Salatiello and Nick Orgettas
Alternate Members present:	None
Alternate Members absent:	Franz Vail
Others Present:	Bob Ward (Town Planner)
Guests:	None

### **Seating of Alternates for absent Regular Members**

None

### **Approval of Meeting Minutes**

The minutes of the March 29, 2016 meeting were reviewed. Nina Gardner moved the approval of the minutes as amended. Stuart Dymment seconded. John Olmstead abstained as he was not at the March meeting. The amended minutes were approved unanimously with one abstention.

### **Winnisquam Regional School District / Biomass Heating System:**

Bob Ward reported on the WRSD application and the fact that the WRSD's attorney had declared that the project was exempt from HDC review and approval as per the provisions of RSA 674:54. He provided details for the proposed bio-mass (wood pellet) fired heating system building including the new location of the proposed heating plant building. He reported that the WRSD had incorporated the two major recommendations which the HDC had made, which included the siding and trim details as well as eliminating the wood pellet storage silo.

The members of the HDC acknowledged that the WRSD was exempt from HDC permitting as per RSA 674:54 and voted, on motion by John Olmstead with second by Stuart Dymment, to send a letter to the WRSD complimenting the WRSD for its voluntary compliance with the HDC's recommendations and the HDC "Standards and Guidelines".

### **Coordination with Planning Board:**

After a brief discussion, Stuart Dymment suggested that the HDC needs to coordinate HDC activities with the Planning Board by providing input to the Planning Board concerning all new construction projects.

### **CLG/Historic Preservation Fund grant:**

Bob Ward reminded the HDC that he had been in contact with the office of the NH Division of Historical Resources (NHDHR) to see if Sanbornton could re-apply for the CLG grant in the next grant funding round. The re-application would be for the same education and

public awareness program which had previously approved by the NHDHR. Bob referred to the letter of response which he had received from Nadine Miller, Grants Coordinator at NHDHR, which stated that the NHDHR will be funding two grant rounds in 2016 and that the letter encouraged Sanbornton to apply for the fall 2016 round. The NHDHR letter stated that the fall 2016 round would be held in anticipation of receiving FY 2017 funding from the Federal government and that the grant awards would be made sometime in early 2017. This schedule would give Sanbornton the opportunity to include matching funds in the Town's budget which would be voted on at the Town Meeting in March 2017 and would allow sufficient time to complete the objectives of the public outreach program.

**CLG Grant program concerning involvement of Town Planner:**

Bob Ward stated that the Planning Board is concerned about the Planning Board's continued support of the HDC using Town Planner time. Nina Gardner asked how the HDC should arrange for continuing support from the Town Planner position, especially with regard to the CLG-funded project and the required 40% matching funds. John Olmstead stated that the resolution process should start with the Planning Board and then be brought to the Select Board. John "framed" the matter in the form of three questions: Q1) Can the HDC still use the Town Planner's time as "soft match" for the CLG grant? Q2) Is the Planning Board still willing to allow the Town Planner to provide technical support to the HDC but with the Town Planner's time being paid out of the Planning Board's budget? Q3) Will the Select Board approve the Planning Board supporting the HDC operations? John further suggested that when the NHDHR comes to an HDC meeting to discuss the CLG grant that the BOS be invited to attend that meeting.

Bob Ward will email a copy of the previously-submitted CLG grant proposal to John Olmstead and Stuart Dymont.

**Next HDC Meeting and Proposed Agenda**

The Commission will schedule the next HDC meeting for September 13, 2016 if there is a project review application submitted for consideration by the HDC.

**Meeting Adjourned**

There being no further business to be considered, the meeting adjourned at 8:40 pm.

Respectfully submitted,  
Bob Ward  
Town Planner