

SANBORNTON HISTORIC DISTRICT COMMISSION
MINUTES- September 18, 2018 Meeting -7:00 P.M.
Town Offices- 573 Sanborn Road, Sanbornton, NH

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

The following members were in attendance: Franz Vail, Nina Gardner, Stuart Dymont, and Tim Cline. The following members were unable to attend: Jim Dick and Linda Salatiello, Alternate. Both had previous commitments, and as this meeting was rescheduled from September 10, 2018 which was Primary Election Day and town policy precludes meetings on an election day. Selectmen's representative Tom Salatiello was not present.

Nina Gardner offered to take the Minutes for this meeting.

Discussion of sign for Winchester Street with Fire Chief Paul Dexter.

Chief Dexter explained that he thought he had contacted everyone that he needed to regarding the naming of the street as well as the placement of signage on Sanborn Road. He admitted that he had no idea that the Historic District Commission existed or had any role to play in this.

He went on to explain that the aim was to comply with 911 standards and to make certain that in medical emergencies the fire/life safety personnel can quickly locate people, when time is most important. He said it is his responsibility to make certain that there is a distinction in signage for private roads versus town roads. This is reflected in different colored signs. With regard to the property with the Winchester Street sign, the Chief explained that this is a property that has a shared driveway with two other lots. This puts it in the category of a private road. He said that he had discussed this with the property owner explaining that they could maintain the Sanborn Road address until such time as one of the other lots was developed. Then the address would have to be changed to designate the other two lots. He told the property owners this would involve changing a lot of their addresses for other purposes so they decided to accept the option of naming the street and having it designated with the sign we see. Chief Dexter said it is a standard sign.

Stuart Dymont noted that the signage does not meet the recommendation in the Guidelines for the Historic District. Chief Dexter concluded by reviewing what he had done and why he had done it.

The Chair suggested we move on with other business on the agenda and that this could be discussed later in the meeting.

Ms. Nadine Miller, NH Division of Historic Preservation was present to discuss the status of Sanbornton which is a Certified Local Government Program for New Hampshire. She explained that part of her mission this evening would be to go over the annual report that is required of a CLG. However, she also wanted to let the Commission know that the Historic Preservation Office was very near to the beginning of their grant process, and she saw this as an opportunity for Sanbornton's Historic District Commission to get back on track. She explained that there are three kinds of grants available. The first is for surveying and inventorying of historical resources in a community. These can be educational type of grants. Keene, which is a relatively new CLG has been doing some of this with short projects and has engaged 100+ folks in various projects. These projects help remind people of the benefits of having a CLG. Funds might also

be useful in updating sections of the town's Master Plan. It was noted that the section in the Sanbornton Master Plan has probably not received much attention or review in recent revisions,

The second type of grant is for architectural studies. The third type of grant could support some aspect of construction. Nadine mentioned the work done by the Rochester Historic District in utilizing funds of about \$25,000 for a renovation of an old portion of a town building. There is about \$65,000 available annually in grants and usually only about 5 or 6 CLG communities apply for funding. She was fully aware of the various efforts the Commission had made to get funding in the past, and wanted to assure us, these past issues would not impact our ability to obtain future funding. Some of the small grants for surveying and inventory work do not require hard cash appropriations and the 60/40 match can be satisfied with in kind donations etc. She expressed her willingness to meet with the Board of Selectmen, if and when, we are ready to pursue an application.

The schedule for the next round of grants is coming up soon. Letters of Interest would need to be submitted before Thanksgiving and then there is a six week period to complete an application. The application must be signed by the Board of Selectmen. The grants run for two years. Nadine reiterated her willingness to work with the Commission and the Board of Selectmen to help us formulate a proposal if we wished to do so.

Ms. Miller reviewed with the Commission the Performance Standards Evaluation checking off responses as appropriate. She noted that we would need to submit credentials or resumes of commission members that would need to be placed on file with the state office. She also identified that question 3 regarding systems in place for a comprehensive identification and documentation of historical resources could be remedied by application and receipt of a grant. Question 3 c related to the updating of the Master Plan to include active participation by members of the Historic District Commission and an update of the data. Again this was an area where the Commission could perhaps be assisted through a grant.

Ms. Miller gave examples of other potential grant projects such as cellar hole surveys utilizing resources from the state. The Historic Preservation Alliance has useful workshops such as one explaining how to reclaim and reglaze old windows. This could be brought to the community for educational purposes.

Ms. Miller reminded the Chair that this annual reporting would need to be submitted to the Division of Historical Resources.

Franz Vail inquired of Ms. Miller who handles Historical Markers and raised the issue that there was interest in having a marker for the Walter Ingalls house in the Square. She explained that this is a program of the NH Department of Transportation. They have the personnel assigned to this and some funding for several markers per year to be paid for by the state. Otherwise the program assists groups who want to purchase the markers. The Division of Historical Resources reviews the signage content for accuracy.

Minutes of the June 12, 2018 Meeting.

On a Motion made by Tim Cline, seconded by Nina Gardner, the Minutes of the June 12, 2018 meeting were approved. The vote was Unanimous.

Old Business.

The Chair noted that with the absence of Tom Salatiello, Selectboard representative, we had no report regarding the Hebert Property, 618 Sanborn Road.

The Chair reported that he had met with the Town Administrator, Katie Ambrose, who explained that there was no secretarial support available to the Commission. She explained that the town office would assist with publishing meeting notices and mailings.

New Business.

Franz Vail reported that he had attended the Joint Land Use Boards meeting held in August. He also reported that the Planning Board is continuing to work on further revisions to the Solar Ordinance.

Franz distributed a copy of the Town of Sanbornton Zoning Ordinance, Article 9 entitled Historical Preservation District. A review of this document suggests that this is an area the Commission may wish to review.

The Chair also noted that he had received a booklet entitled "Design Review with Limited Resources", a publication of the National Alliance of Preservation Commissions. He will send a link to this document to members.

Returning to the earlier discussion under Old Business relating to signs and signage, it was decided that Stuart Dymont and Tim Cline would bring back research and suggestions as to other potential solutions to the signage issue raised by discussion with the Chief. They will bring this back to our next meeting.

Other Business.

Stuart Dymont removed himself from sitting with the Commission in order that he might bring a matter before the Commission for consultation. Stuart is an owner of property in the district located on Sanborn Road across from the Post Office (the so-called Wiggins House). The roof of the barn portion of the property is leaking and is in need of immediate repair. He had sought guidance in the town office and was provided copies of the necessary application forms. In reviewing the ordinance and guidelines, it did not appear that a formal approval would be necessary as he was not intending to change the nature of the roofing materials, and had brought samples of asphalt shingles he is considering using. The color was the closest available match to that already existing on the building.

After discussion, it was determined that a formal application was not necessary because the roof shingles are as near a match as is practically possible to achieve. It was also noted that the work will not be changing the material and that the color is as close as can be possibly achieved.

The next meeting of the Commission was set for November 13, 2018 which is the second Tuesday of the Month.

Adjourn.

A motion to Adjourn was made by Tim Cline, seconded by Stuart Dymont. The vote was Unanimous. The meeting was adjourned at 9:05 P.M.

Minutes taken by Nina Gardner
Acting Secretary