

**SANBORNTON HISTORIC DISTRICT COMMISSION
MINUTES-July 11, 2023 at 7:0 P.M.
Town Office, Break Room, Meeting House Hill Road
Sanbornton, New Hampshire 03269**

Draft- For Discussion and Final Approval

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

II. Members present: Franz Vail, Sam Swartz, Nina Gardner, Brandon Deacon, Select Board representative.

Alternate Barbara Whetstone was not present.

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

IV. Review / Approval of Minutes of June 13, 2023 Meeting.

On a Motion made by Sam Swartz, seconded by Brandon Deacon, to amend the last sentence of the 1st paragraph in Section III, to read as follows, and that the Minutes be approved with this amendment.

“Selectman Brandon Deacon also mentioned that Kyle Orde, who is the Planning Board representative on the Commission, had been absent from recent Planning Board meetings in addition to tonight’s HDC meeting, and recommended checking in with him to discuss his continued interest and intent with serving on the Commission.”

The Motion to approve the Minutes as amended passed with a Unanimous vote.

VI. New or Other Business as brought forth by members.

Abbott Solar Array- 403 Sanborn Road. Map 27, Lot 34

Franz Vail reported on his conversation with Chris Abbott, following an email to him, regarding the planting of the Ninebark shrubs and indicated he had purchased all that were available and would continue with the plantings when available. He recognized that the vegetative screening is not yet complete.

Gary Archibald 81 Hunkins Pond Road, Map 23, Lot 6-2. Garage on Hunkins Pond Road.

The Chair had followed up on why the HDC approved garage, which had been given a COA, was not what was on the property. He learned that when the building application was requested, the Planner had indicated that the proposed structure would encroach upon the wetlands setback and was therefore not permitted. As a result of this, there appears to be some sort of temporary storage building on the property. Further information may need to be gathered.

Sanbornton Post Office- Sanborn Road. Post Office Signage.

Barbara Whetstone, alternate member following up on an email from Tim Cline, had spoken with the Postmistress and learned that new signage had been requested by the owner of the building, John Burbank. The post office leases its space. Mr. Burbank had requested that a new sign be placed on the building. The Postmistress, Cindy, had sought recommendations from a

variety of people in town. Although she reached out to several, none returned her calls. Finally facing further calls from Mr. Burbank, *Cindy reached out to the GSA for their assistance* in the procurement of a sign and the Sanborn Post Office paid for the sign out of their accounts. As this had become a federal government acquisition and payment, it is believed to be outside the purview of the HDC.

This situation and others discussed tonight, again suggests that there is limited awareness among property owners in the Historic District, of the Guidelines that govern properties within the district. Franz commented that he has included in all the Town Report submissions he has done in recent years, reminders and references to the guidelines. Brandon Deacon commented that unless the property owner is an active member of the community, receives a Town Report, and or attends Town Meeting, they generally are not aware of what the processes they need to follow. Further comments included, it should also be mentioned that whenever there is a visual change to a property, it needs to come before the Commission. Perhaps there needs to be some general communication in Town about the Zoning Ordinance and this should be sent out to all residents. This might be something to discuss further with the Planning Board and Board of Selectmen.

Property located Map 26, Lot 6-1 C.

Sam Swartz provided a photo of a new shed type building that has recently been located on the driveway of a property on Sanborn Road in the District. It is unclear if the structure is on a fixed foundation or not. This relates to whether or not a building permit was required, or should have been. Further investigation will be required. Brandon commented that Mark Ledgard, Code Enforcement Officer, was working on a definition of structure that he would be presenting to the Board of Selectmen for their consideration.

Prescott property on Perkins Road

Informal conversation with Christian Prescott had included that the work that was being done would be completed and the property would be cleaned up and restored. It does not appear that is being done. This needs to be followed up on.

Sam and Linda Swartz 22 Meeting House Hill Road. Porch/deck restoration.

Sam explained that when he previously discussed this proposed project with the Commission it was his intent to restore the porch/deck exactly as it is. However, he and his wife have recently thought that it would be wise to add wooden balusters, not more than 4 inches apart, in light of safety concerns about something or someone potentially falling off the deck. As this is an alteration in appearance, he was advised that he would need to submit an application for this project. Sam indicated that he would do so. He expects his contractor to start the work late summer.

V. Work Session.

Clean up and organize Commission files.

Nina Gardner explained that she had gone through her own materials at home and they constituted mainly agendas and Minutes going back to 2013 when she was first appointed to the Commission. These are now arranged chronologically. She and Sam volunteered to get these into the files at the Town Office.

Franz had brought a box of reports and studies that had accumulated since he took over as Chair of the Commission. It was decided that another time slot needs to be set to go through these materials to determine what should be kept.

VII. Set next meeting date.

The next meeting would be at the call of the Chair.

VIII. Adjournment.

The meeting was adjourned at 8:37 P.M.

Respectfully submitted,

Nina C Gardner, Acting Secretary for the Meeting

Minutes compiled from notes taken by Nina Gardner and Sam Swartz, edited by Franz Vail

