

## **Historic Landmarks Commission**

**January 13, 2010, Town Hall, 7 p.m.**

### **Draft Minutes**

1. **Call to Order:** Meeting called to order at 7 p.m. Members attending, Sue Nash (Chair), John Shank, Jay Hurley, Hank Willard. Agenda approved.
2. **Approval of HLC minutes** of November 2 and November 30, J. Shank moved to approve, H. Willard seconded; approved unanimous. Comments on the November 30, 2009, session: S. Nash suggested that people should have to come to HLC before they fill out an application. Every application should go through the zoning officer by way of an in-person meeting. Better documentation needed. HLC felt even with meetings prior to reviewing the application that complicated issues likely will not be resolved, for instance an application for an addition. Better educated applicant. Implementation, based on experiences, applicant needs to come to work session.
3. **Creation of Certificate of Appropriateness:** S. Nash agreed to write up a draft copy of the CoA which would have to go to Town Council for approval. If applicant or the applicant's legal representative and contractor, fail to attend meeting and a question is asked that cannot be answered, the application will be placed on hold until the applicant can attend. [Note: This will require ordinance changes, or at least the wording in the ordinance.]
4. **Review of Historic Guidelines:** J. Shank made a motion to forward to the revised Guidelines to Town Council; J. Hurley seconded; unanimous.
5. **Historic Survey Update:** Because of variations in this survey and the previous survey(ies), HLC agreed that the zoning officer should research this further and contact SHPO for advice.
6. **New business:**

**Carriage step stone repair** in front of 207 East German. During the recent snow storm a snow plow damaged the stone. H. Willard suggested that stonemasons Lattimer and Gruber might be the best to check with concerning repair. Check into an epoxy binder, especially for the cube. J. Hurley suggested iron brackets or staples, such as the stone in front of McMurrin Hall, which was repaired and has held for more than 50 years.

**Town Hall building National Register** nomination: After discussion, HLC agreed to stand by its original decision that a HABS be done.

Adjourned, 8:20.

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