

# **June 18, 2012**

**MEMBERS PRESENT:** Ms. Gilchrist, Mr. Smith

**MEMBERS ABSENT:** Mrs. Boyer, Mr. Kerr

**ALTERNATES PRESENT:** Mr. Hollinger

**ALTERNATES ABSENT:** Mr. Krimsky, Mrs. Mills

**STAFF PRESENT:** Mrs. Shade

## **REGULAR MEETING**

Ms. Gilchrist called the Regular Meeting to order at 7:45PM. She seated the members and seated Mr. Hollinger for Mr. Kerr.

### **Consideration of the minutes.**

**MOTION:**

To approve the 5/21/12 minutes as written.

By Mr. Smith, seconded by Mr. Hollinger and passed 3-0.

**MOTION:**

To include subsequent business not already included on the Agenda:

1) Discuss new alternate.

By Ms. Gilchrist, seconded by Mr. Smith and passed 3-0.

Ms. Gilchrist told the commissioners she had spoken with Zemma White, who lives in the Washington Green District, about being an alternate on the commission. Mrs. White agreed to serve on the commission. The members thought Mrs. White would be a good choice since she and her husband have come before HDC a few times and are familiar with the application procedure.

**MOTION:**

To recommend Zemma White to the Selectmen for an alternate member.

By Mr. Smith, seconded by Mr. Hollinger and passed 3-0.

### **Other Business**

A. Election of officers will take place in July.

B. Discuss memo from Janet Hill, Land Use Administrator.

1) Historic District Inspections: The commissioners all agreed that regular inspections of the historic districts by the enforcement officer were very helpful and agreed to take Mrs. Hill up on her offer to reinstate them.

**MOTION:**

To agree with the memo from Mrs. Hill in which she suggested that regular inspections of the Historic Districts be reinstated.

By Ms. Gilchrist, seconded by Mr. Hollinger and passed 3-0.

The members briefly discussed the historic districts: Mr. Hollinger wondered if people value the

fact that they are living in one of the districts. He suggested the commission hold a special meeting with residents of the three districts. All agreed. It will give an opportunity for the residents to say what they would like to see in their district and know why each area was chosen. It is a good idea and will be discussed in detail at the next meeting. Ms. Gilchrist noted it would be helpful if the members could read the study reports on each of the districts before that special meeting because each study tells the characteristics and why they were chosen.

2) Seminar for HDC: Mrs. Hill offered to arrange for an attorney, who is one of the most knowledgeable in the state on historic districts, to come speak to the commission. The members were all in favor, but would like time to prepare a series of questions for the attorney. They will work on these at the next meeting.

3) Improved permitting procedures: Mrs. Hill suggested that in order to coordinate better between HDC, Zoning and Building, she recommends that when an application is approved for a C of A, the applicant should be requested to bring in two additional sets of the approved plans which will be attached to the Zoning and Building permits. In this way, any changes during construction will be more easily detected.

Ms. Gilchrist asked the members if they had any additional comments or questions regarding Mrs. Hill's memo. They all agreed they would like to support the changes in this memo and they thanked Mrs. Hill for being supportive of HDC.

MOTION:

To adjourn. By Mr. Smith.

Ms. Gilchrist adjourned the meeting at 8:45PM.

FILED SUBJECT TO APPROVAL

Respectfully Submitted,  
Martha T. Shade, Clerk