



**Thursday, February 2, 2023**

**Bartley House, 7:00PM**

Present: Brad Dinsmore (Alternate), Frank Farmer (Alternate), Peter Griffin (Regular - Vice-Chairman), Peter Gumaskas (Alternate), Renee Mallett (Regular - Chairwoman), Carol Pynn (Regular), Derek Saffie (Regular - Secretary), Wendy Williams (Regular)

Mr. Griffin motioned to accept the minutes of the January 5th meeting; second by Ms. Williams, 5 - 0.

Ms. Pynn announced her resignation as representative to the TRC. Mr. Farmer offered to fill her position as he was already serving as an alternate. Ms. Pynn shared her process for reviewing properties. Mr. Griffin motioned to accept with regret Ms. Pynn's resignation as representative to the TRC and to confirm Mr. Farmer as representative to the TRC; second by Ms. Williams, 5 - 0.

Mr. Griffin informed the Commission that the town administrator will meet with the Town Common Beautification Committee to discuss future plans following the deliberative session.

Mr. Saffie shared progress on the *Nutfield: Now and Then* book. He has made some progress with locating historic sites in Derry.

Ms. Mallett shared a recent conversation with Dennis Senibaldi about Town Hall. He assured her that there will be no vinyl siding on Town Hall.

Ms. Mallett updated the Commission on what she had learned of the CDD processes for permits regarding Historical / Cultural Resource List (HCRL) properties. The process is currently manual, but the HCRL is checked several times to avoid mistakes. There is a new software program coming that will help to automate the process.

Ms. Williams shared that while there is no significant impact to property owners of a HCRL listed site, in the past she has placed articles in the newspaper to educate residents on the HCRL.

Mr. Dinsmore suggested an HCRL notation be added to the tax assessment cards. Ms. Mallett will ask Alex Mello about the process of getting such a designation added to the cards.

Ms. Pynn asked about adding the Cobbetts Pond Road bridge to the HCRL. She had remembered seeing a lot listed without date or description, but it was confirmed that that lot was not the bridge. The bridge does not have a lot number, but Ms. Williams suggested it could be added to the list anyways. Mr. Dinsmore suggested adding the bridge to the existing listing for Garaphelia Sylva.

Ms. Mallett asked if there was a defined procedure for adding properties to the HCRL. Ms. Williams read the criteria defined in section 719.3. There was discussion of what the criteria is and the process itself. Ms. Williams suggested there be a quarterly or otherwise regularly scheduled meeting to review properties that are candidates to be added to the HCRL. There was discussion of how the digital copy of the list is stored. Mr. Saffie will ask the new IT service about cloud storage options.

There was discussion of the Armstrong West House. Ms. Pynn and Ms. Williams shared updates on a potential purchaser of the building. The prospective buyer is interested in restoring the home in the existing location.

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Ms. Mallett shared correspondence received from the DOT regarding a guardrail being replaced along the highway; public hearing is scheduled for August 2025.

Mr. Griffin informed the Commission that Chris Sullivan has begun working on a plan for Clyde Pond for the Conservation Committee. Mr. Sullivan is also working on a plan for the London Bridge Causeway for the school department.

Ms. Williams asked Mr. Gumaskas to distribute via email the photos he has taken thus far.

Ms. Mallett had no update on the "Bowery Brae" log cabin. She noted that the conditions of the vote to not delay the demolition will be in the staff report for the project.

Ms. Williams reminded members to use HDC car signs when doing site walks.

Mr. Farmer will look into having badges made for members who did not already receive one.

Ms. Mallett will ask for permission for a site walk on the Kivikoski property.

Ms. Williams expressed concern that an addition was being added to a HCRL listed property on North Lowell Road without any notification to the Commission. Ms. Mallett will look into it.

Mr. Griffin motioned to adjourn at 8:56PM; second by Ms. Williams, 5 - 0.

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