

Windham Historic District / Heritage Commission
Meeting Thursday, February 6, 2020
Windham Museum, 7:00PM

Present: Frank Farmer (Regular), Peter Griffin (Regular), Peter Noel (Alternate), Skot Pare (Alternate), Heath Partington (Selectman Liaison), Carol Pynn (Vice-Chair), Derek Saffie (Secretary), Dr. Michael Speidel (Alternate), Wendy Williams (Chair)

Guests: Rex Norman

Rex Norman presented new CDD procedures for working with TRC and the HCRL (Historic/Cultural Resource List). All case files will be available online, with each file including plan sets, meeting notes, applications, etc. Every organization involved in the process, including HD/HC will be required to submit a written response to each building permit.

The building permit process checklist now includes HD/HC notification. Wendy Williams asked Mr. Norman how the HCRL will be utilized, and in reply Mr. Norman informed the Commission that code enforcement will review lot numbers as part of the checklist for each building permit.

Between 2018 and 2019, the HD/HC was not notified of 19 HCRL listed properties which went before the planning board.

Wendy Williams will work on increasing property owner awareness to the HCRL. This effort may include a more prominent listing of the HCRL on the town website, mailing letters to all owners of HCRL listed properties, and a notice in the newspaper.

The owner of 76 Lowell Road came before the Commission to explain their plan to build a roof over a patio. Most of the discussion surrounded the material used for roofing. Peter Griffin mentioned using more artistically-styled metal roofing, such as those resembling shingles.

Peter Griffin made a motion to accept the homeowner's proposal to construct a roof over patio, with agreement that the roof must be traditional shingles or metal resembling shingles; the Commission shall be informed by homeowner if roofing material changes - seconded by Frank Farmer and passed 5 - 0.

Dr. Michael Speidel gave an update on the Nutfield 300th medal dies. The minting company will store the dies free of charge for 10 years. Peter Griffin made a motion to store the dies at the mint in Virginia, seconded by Derek Saffie and passed 5 - 0.

The meeting minutes for December 5, 2019 were approved; motion by Frank Farmer, seconded by Peter Griffin and passed 4 - 0 - 1.

The meeting minutes for March 4, 2019 were approved; motion by Frank Farmer, seconded by Carol Pynn and passed 3 - 0 - 2.

Frank Farmer made a motion to allow Derek Saffie to amend the dates on the 2019 minutes as needed, seconded by Peter Griffin and passed 5 - 0.

Frank Farmer gave an update on the electrification of the Windham Depot. A change in scope of work resulted in an \$800 increase in price, which will be covered by the Rail Trail Committee. Frank Farmer will verify who will be doing work to clear conduits of stones.

Peter Griffin informed the Commission that the Planning Board approved a warrant article to designate the Governor Dinsmore Plaque as an Historic District. Wendy Williams agreed to write a letter of support for the article.

Peter Noel has finished drafting the letters to Sheep Pen abutters. He and Wendy Williams will work together in the coming week to print and mail the letters.

Peter Noel will draft letters to the abutters of Searles wall.

Peter Griffin recommended writing a letter thanking Steward Management for their work to preserve a section of Searles wall. He will draft the letter and send it to Dr. Michael Speidel who will share it with Steward Management.

Heath Partington recommended revising zoning ordinance Section 719 to modify the wording to cover future amendments and versions of the HCRL.

Three Nutfield 300th medals have been sold since the last meeting.

Skot Pare informed the Commission that the Strawberry Festival will be held on June 6th from 11AM to 5PM.

Dr. Michael Speidel will give a series of history-related presentations to third and fourth grade classes this year. In March, he will focus on local history for his presentation to third grade, and in September his presentation to the fourth grade will more broadly cover state history, government, etc. The presentations will include a history of coinage. Wendy Williams showed the Commission a draft of the slideshow presentation.

Peter Griffin requested that the Commission draft a letter in support of a warrant article for work to be performed at Searles School. Derek Saffie made a motion that he will draft a letter in support on behalf of the Commission, seconded by Carol Pynn and passed 4 - 0 - 1.

Frank Farmer made a motion to adjourn at 8:34PM; seconded by Derek Saffie and passed 5 - 0.

Minutes by Derek Saffie – Secretary