



Thursday, May 5, 2023

Community Development Department Conference Room, 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)

Peter Gumaskas offered his resignation as an alternate member as he had moved out of Windham. The Commission accepted his resignation and Mr. Gumaskas agreed to serve as a member-at-large.

Tom Paquette and Byron James of Pillar & Post attended the meeting to discuss their plans to renovate and preserve the Robert Armstrong house. Mr. Paquette provided Commission members with copies of his proposal for the property and walked through the proposal.

Phase 1 of the proposal has been completed with the exception of posting signage to share with the public the plans for the property. Moving into the next phase, it has been decided to leave the house where it is. Before Phase 2 can begin Karl Dubay and Alex Ray will work out logistics for easements and variances.

After discussion of the proposal, Mr. Paquette presented the "Restoration Highlights" with photographs of the work that was completed in Phase 1. Mr. Paquette proposed to replace the current 1980s windows with modern 2/2 replacements to maintain historic appearance. Mr. Dinsmore asked about using period correct windows instead of the Victorian style 2/2. Mr. Paquette was open to exploring other window configurations.

Mr. Paquette plans to replace the siding which is not period and is mostly not in salvageable condition. The exterior work will also include relocating the main entrance of the rear ell.

Ms. Pynn asked what the original use was for the rear ell of the home. Mr. Paquette believed the rear ell was added in the 1850s and Mr. Dinsmore shared that it was constructed after an Armstrong family marriage with one family living in the main house and the other in the ell.

Ms. Mallett asked if the rear ell will be one unit and the main house a second unit. Mr. Paquette confirmed that is the plan.

Ms. Mallett asked what the timeline is for the project. Mr. Paquette suggested it will take 8-12 months to resolve all of the logistical issues before renovation can begin.

Ms. Pynn asked how the fireplaces will be closed as the chimneys will remain nonfunctional. Mr. Paquette suggested he may use gas inserts.

Ms. Williams made a motion to express the Commission's support for the rehabilitation of the Robert Armstrong house as proposed by Pillar & Post; seconded by Mr. Griffin, 5 - 0.

The Commission reached a consensus in support of Ms. Williams verbalizing the Commission's support for the project at an upcoming meeting with the DOT.

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Betty Dunn introduced herself as the former chair of the now defunct Campbell Farm Committee. Ms. Dunn shared her concerns about the plan for the Campbell Farm artifacts which have remained in storage for five years. Ms. Williams explained the progress the Museum Trustees have attempted to make working with the Conservation Commission. She explained the Trustees' plans and described the contents of the unit. She extended an invitation to Ms. Dunn to attend a future Museum Trustees meeting.

Ms. Mallett opened discussion of a building permit for 13 Nashua Road. She informed the Commission that the permit has been put on hold pending the outcome of the Commission's discussion at this meeting. The property is on the Historical / Cultural Resource List (HCRL) due to historic framing. The permit is for a complete exterior and internal remodel. Mr. Farmer shared that he had recently driven by the property and it was in poor condition. Mr. Griffin made a motion that the Commission take no action as there is no historic concern, seconded by Ms. Williams, 5 - 0.

Mr. Griffin made a motion to approve the minutes of the April 6th meeting; seconded by Ms. Williams, 4 - 0 (Ms. Mallett abstained as she was not present at the April 6th meeting).

Ms. Mallett provided CDD updates. Chris Sullivan has resigned and will provide the Commission with the work he had done thus far on the various pocket parks. The Commission would have interest in requesting a quote from Mr. Sullivan to finish the plans for the Governor Dinsmore Historic District pocket park. Mr. Griffin will follow up with the Conservation Commission to determine how they plan to proceed with the projects Mr. Sullivan was working on for them.

There was a discussion of the CDD procedure for building permits for properties on the HCRL. Ms. Williams stated that they were provided a checklist to follow when a new building permit is filed, but have missed providing the Commission with proper notice for at least two properties. Mr. Dinsmore suggested adding a historic property designation on the property card. Mr. Griffin and Mr. Partington will meet with the assessing office to discuss the feasibility of updating the property cards. Ms. Mallett asked if the designation would be limited to only structures, but Mr. Griffin suggested waiting to discuss that until it is ascertained if the designation can even be added. Mr. Mallett expressed concern that there may be pushback from homeowners.

Ms. Mallett provided an update on the HDC office. HDC property has been removed from the office and relocated within the Bartley House. Mr. Griffin was informed by Dennis Senibaldi that the paperwork was consolidated into a single filing cabinet and much of the paperwork was personal. Mr. Senibaldi suggested relocating the filing cabinet to the Armstrong Memorial Building.

Ms. Mallett suggested the Commission does not actually need an office, but does need an accessible storage space. Ms. William shared that she had made use of the office during her tenure as chairwoman and was concerned that the items were removed without the Commission being informed. Ms. Williams and Ms. Mallett intend to meet with Brian McCarthy to discuss the situation and determine a suitable solution that meets the Commission's needs.

Ms. Mallett asked for input from members on what the Commission needs for storage space or an office. Ms. Williams stated she would like an office and that the Armstrong Memorial Building is not an option for HDC storage. Mr. Saffie suggested that the town administration should be responsible for offering accessible storage options. Ms. Pynn and Mr. Griffin both offered their opinions that the Commission needs accessible storage space.

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The consensus of the Commission was that the town administration needs to return all HDC property and provide options for accessible storage.

Ms. Mallett will work on assembling a list of the items that were removed from the office. Ms. Williams explained to Mr. Partington what the required size of the storage space would need to be.

Ms. Mallett asked Ms. Pynn if she had resigned from TRC. Ms. Pynn confirmed that she had and that Mr. Farmer had taken over as HDC representative.

Mr. Griffin informed the Commission that the Town Common Beautification Committee will hold their next meeting on May 23rd.

Mr. Saffie provided an update on the *Nutfield: Then and Now* book. He has located the required number of images and properties for both Derry and Windham, but has not had much success in locating images of Londonderry. Ms. Mallett had asked Pam Skinner if she had any Londonderry postcards, but Ms. Skinner did not believe she had any Mr. Saffie had not already located.

Mr. Farmer asked if he was required to obtain bids for the painting projects at Windham Depot if the project would cost less than \$5,000. Ms. Williams informed him that the chairwoman can authorize payment without bid process for expenditures under \$5,000.

Mr. Farmer received a quote for \$2,000 to paint just the caboose. Ms. Mallett asked Mr. Farmer to distribute quotes to Commission members for discussion at the next meeting. Mr. Dinsmore questioned why the Commission is funding the painting of state property. Mr. Griffin asked Mr. Farmer to obtain quotes broken down by building.

Ms. Williams asked the Commission to provide compensation for Patty Williams for her participation in the previous and upcoming Strawberry Fest. After discussion it was agreed that Patty Williams should provide an invoice that the Commission will pay.

Mr. Griffin motioned to adjourn the meeting at 9:19PM; second by Mr. Saffie, 5 - 0.

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