



Thursday, July 6, 2023

Community Development Department Conference Room, 7:00PM

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

Mr. Farmer was seated as a regular to fill the vacant regular position.

Mr. Griffin motioned to approve the minutes of the June 1st meeting; seconded by Ms. Pynn, 5 - 0.

Mr. Griffin nominated Ms. Mallett to serve as chairwoman; seconded by Ms. Pynn, 5 - 0.

Ms. Pynn nominated Mr. Griffin to serve as vice-chairman; seconded by Mr. Farmer, 5 - 0.

Mr. Griffin nominated Mr. Saffie to serve as secretary; seconded by Mr. Farmer, 5 - 0.

Mr. Farmer shared an update on the Strawberry Festival. There was a good turnout and it went very well. The invoices from Aker Fiber Farm were submitted to and paid for by the Museum Trustees.

Mr. Farmer summarized the latest TRC meeting. The only item of historical significance was a pre-application for sub-division filed for 5 Bissell Camp Road. The Commission will continue to follow the plans for the property.

Mr. Griffin shared an update for the Town Center Beautification Sub-Committee. The Committee will meet with Karl Dubay to discuss landscape design.

Mr. Saffie shared an update on the *Nutfield: Then and Now* book. He has been working with the publisher to find a path forward without images of Londonderry. The publisher will consider a plan to cover just Derry and Windham. Peter Gumaskas has not yet started photographing any properties for the book and will wait for confirmation that the book project will proceed before doing so.

Ms. Mallett has asked Mark Samsel for information about the Depot Advisory Committee but has not yet received a response.

Mr. Griffin gave an overview of Governor Dinsmoor Park. Chris Sullivan has finished the plans for the park and Mr. Griffin shared both the site plans and estimated cost with the Commission. Alex Mello has reviewed the plans and provided positive feedback. Heath Partington suggested exploring fundraising from organizations and individuals before the plans are presented to the Board of Selectmen (BOS); the park plan will tentatively be on the BOS agenda in August. Mr. Griffin plans to meet with Brian McCarthy to get his feedback on the plans before presenting to the BOS.

Ms. Pynn asked Mr. Griffin about the ongoing maintenance of Governor Dinsmoor Park, but the maintenance arrangement has yet to be determined.

There was discussion of the Simpson Cellar Hole. Ms. Pynn was concerned that the property needs more clearing and maintenance than has been provided. Mr. Farmer suggested photographing and further documenting the cellar hole. Mr. Griffin suggested adding signage that provides more historical information about the property and its significance.

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Ms. Mallett informed the Commission that she waived the Commission's review process per Section 719 for a building permit for 10 Depot Road; the nature of the construction may have been exempt from HD/HC review anyway. The construction is limited to repairing structural damage from a fire.

Ms. Mallett addressed concerns about ADA compliance for the new HD/HC office in the CDD building. While it is unclear if the office needs to be ADA compliant, it should be ADA compliant and in its current state should be compliant. Mr. Farmer asked if there is a fire alarm in the office or in close proximity to the office; this will need to be checked.

Brian McCarthy had asked Ms. Mallett what should be moved from the old HD/HC office to the new office. Mr. Farmer had previously placed Post-it Notes on everything that should be moved. All of the maps have been moved to the vault at the Town Hall and there is likely nothing HD/HC related in the map cabinet at the Bartley House.

Mr. Griffin has inquired with persons who could potentially be interested in filling the vacant regular position.

Mr. Griffin met with Karl Dubay and Wayne Morris to discuss a plan to build a pocket park at the site of the old mill on Church Road. Mr. Dubay will be working with the property owners to try to get the site cleared.

Mr. Farmer discussed the painting of the Windham Depot caboose with Mark Samsel. Mr. Samsel would rather focus on replacing the deck railings. Ms. Mallett suggested that any discussion of HD/HC involvement in projects at the Depot needs to wait until the role of the HD/HC in the Depot is clarified. At this point in time it is unclear what the responsibility of the Depot Advisory Committee is and if the HD/HC has any responsibility for the Depot buildings.

Mr. Griffin motioned to adjourn the meeting at 8:21PM; seconded by Mr. Saffie, 5 - 0.

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