

**HISTORIC DISTRICT/HERITAGE COMMISSION  
Minutes Oct 9, 2013 4:00 PM Bartley House**

Present: David Appleby, Peter Griffin, Nancy Kopec and Carol Pynn. Absent Bonnie Parenteau and Russ Montenero

Old Business:

Review of Minutes 9/11/13. The minutes were approved as written. A motion was made by N. Kopec, seconded by C. Pynn and approved 3-0-1

New business:

Election of Officers: D. Appleby was chosen as our new Chair. Approved 4-0

David needed clarification on a few points concerning his new position. The minutes need to be sent to Wendy and they are then posted in the Windham Independent, at the Town Hall and also at Community Development.

David will create the monthly agenda and if he is out of town, we will stay connected via email. If David is unavailable for a meeting, he will appoint a co-chair for that day.

Bonnie will be asked to stay on as Secretary until her departure next year

C. Pin was going to resign and be a designated alternate, but after a short discussion, Carol made the decision to stay on the Board as a regular member. She will attend the TRC meetings and report back with any issues that concern the HDC.

TRC- below is a summary of recent considerations:

1. Elliott Family Medicine has a free standing sign that they would like to replace. HC has no comment
2. 10 Libby Road- Lot # 8-B-3000: Proposed site of Jehovah Witness Kingdom Hall: A cellar hole from the #7 school house is on the property somewhere. This was the last 1 room school house that was built in town. We would like this site to be preserved and or marked with a sign or plaque. It is unclear from the plans that we have, where the actual cellar hole is. Carol will email Elizabeth Wood and ask for additional plans that outline the site of the cellar hole in reference to the proposed building and parking lot.
3. 127 Lowell Road subdivision: our concern is drainage into Moeckel Pond. It was stated that this would not be a concern. HC supports this proposal as long as there are no drainage issues
4. 118 Kendall Pond Road: Lot-1-C-750 request for subdivision: HC has an issue as there may be a Historic house/cellar hole there. We agreed that we need additional information before HDC can comment. This was tabled to the November meeting. Carol will do research on this issue.
5. 40 Horseshoe Road lot 17-L74: Request for Major watershed: HDC No comment
6. 18 Second Street 16-R-177c: Request for Major watershed: HDC No comment

Budget: money used for Demo signs: Laura Scott was to order the new Demo signs with the budgeted \$1000. We are unsure if the signs have arrived. N. Kopec offered to contact Laura and get an update on the status of the signs and total cost. If we have funds left over we will add to the budgeted funds. See below

Budget funds for use in Historic districts: We have \$2000 in funding to be used by the end of the year or forfeit (We will add in any funds left from the demo signs. Hopefully we can purchase another free standing sign. Cost somewhere around \$2500+. There are still signs needed for the 2 remaining historic districts. Carol mentioned that there are 2 plaques that still need to be mounted (the plaque for The Depot and also Searle's School). They are in the Maintenance Dept. Peter will follow up on this.

Other/ New Business:

Carol noticed that there was a rotting pole near the Community Development Center. It does not appear to be a structural issue but Carol will email David Sullivan.

We have an opening on the Board of the HDC. We need to notify David Sullivan of this so it can be posted. We believe that Russ Montenegro will be stepping down as he is moving out of town.

Carol has noted several issues with the Armstrong Building. She will email David Sullivan about a broken light and a torn screen. Carol also mentioned that she is working with others to have the Armstrong Building included on the National Register.

## HDC

Peter is working on the Committee for the 275<sup>th</sup> celebration of the Town of Windham. He has several people already on board

Our request for funds to pursue a written history of Windham was denied by the CIP; however, Peter was approached by Al Letitia who is willing to help. He requested an official budget and proposal of the funds needed. Peter has a few contacts and he will try to determine what the cost might be for collecting the information and having it condensed and edited.

Lastly, a concerned citizen wrote a letter to the town about 2 possible missing historic signs. In her letter she states that the signs on Butterfield rock (Windham Country Club) and also Indian Rock is missing. No one in town was aware of this that we know of. Peter volunteered to follow up on this.

Meeting ended at 5:55Pm

NEXT Meeting Nov 13, 20103