

Historic District Commission/ Heritage Commission

Minutes of April 8, 2004

Present: T. Furlong, C. Pynn, and P. Schena

1. Review and approval of October, February, and March minutes

T. Furlong made a motion to accept the October Minutes. C. Pynn seconded the motion. Based on a previous approval provided by M. Stoltz, the October Minutes were accepted by unanimous vote of those attending the meeting. C. Pynn made a motion to accept the February Minutes. T. Furlong seconded the motion. The February Minutes were accepted by unanimous vote. There was no quorum of Commission members who attended the March meeting, thus the March minutes were not approved at the meeting.

2. Searles School and Chapel Restoration

Mr. Bill Wallace attended the meeting to report on the work being undertaken at the Searles School and Chapel. Because work to the exterior of the building had begun prior to consultation with the HDC, the Commission requested a detailed assessment of the work completed and then in progress. Mr. Wallace described the work as restoration that included removing the internal ceiling, replacing selected windows, and undertaking structural repairs all on the west wing of the building. The Commission believed that Mr. Wallace's descriptions were thorough and agreed that the work was both necessary and conducted with due care to preserve the historic character of the Chapel. Based on the discussion of the Commissioners, P. Schena made a motion that the Commission recognize the work undertaken and scheduled to be performed as maintenance and as such not require the filing of a certificate of approval. C. Pynn seconded the motion. The motion was approved by unanimous vote. However, the Commission requested that it be advised in advance of any future work to be undertaken at the site. Furthermore, P. Schena agreed to contact the Planning Department to clarify the HDC's role in the issuing of building permits in historic districts.

Separately Mr. Wallace advised on the impact of the proposed Rt. 111 bypass on the site.

3. 5 April Board of Selectmen Meeting concerning Depot Advisory Committee

P. Schena reported on his presentation to the 5 April Board of Selectmen meeting. He specifically noted that the BOS had accepted the HDC's recommendation to establish a subcommittee to develop a plan for the Windham Depot area. Concerning the Commission's need to appoint a member to that subcommittee, C. Pynn nominated P. Schena. T. Furlong seconded the nomination. P. Schena was thus appointed as the HDC's representative to the subcommittee by unanimous vote.

4. Presentation and discussion of correspondences and/or other new issues

P. Schena reported on an enquiry from Matt Hamor, an engineer with Meisner Brem Corp, regarding the naming of a road in Outlook Estates. The proposal was to name the road Outlook Road. The Commission expressed no concerns with the name and asked P. Schena to report as such to Mr. Hamor.

P. Schena reported to the Commission on a letter he sent to the Zoning Board, since the March HDC meeting, expressing concern with the impact that a proposed setback variance might have on the historic value of the Windham Restaurant.

Regarding the West Windham Union Hall, T. Furlong raised the matter of its maintenance, specifically if it had been recently painted. P. Schena agreed to investigate the matter with representatives of the Union Hall.

P. Schena agreed again to request alternative meeting space from the Police Department.

5. Review of plan/project submissions

The Commission reviewed the Windham Supermarket Plan (11-C-950) and prepared remarks for submission to the Planning and Zoning Board.

There being no further business to come before the Commission, the meeting was adjourned at 5:45 PM.

Respectfully submitted in draft form,

Patrick J, Schena
Chairman, Windham Historic District Commission