

# Historic District Commission/ Heritage Commission

Minutes of September 10, 2003

Present: C. Pynn, P. Schena, and M. Stoltz

## **1. Review and approval of August minutes**

C. Pynn made a motion to accept the August minutes. M. Stoltz seconded the motion. The August minutes were accepted by unanimous vote.

## **2. Senior Center Update**

Barbara Coish attended the meeting to discuss the proposed addition to the Senior Center. She updated the Commission on the following matters:

Stump removal on Lowell Road – Commission expressed no concerns with removal

Additional parking on Lowell Road – Commission understood that no additional parking is planned and that no permission had been granted for such parking by the Board of Selectmen

Removal of vegetation against buildings – Commission expressed no concerns with removal

Retaining wall to be removed – Commission suggested that the stones in the wall be reused for landscaping and agreed to review the matter again at the time of application

Resurface north side of roof – Commission expressed no concerns provided same roofing materials are used

## **3. Funding for Windham Depot District preservation study**

P. Schena reported that he received a grant application form from the New Hampshire Preservation Alliance. He reviewed the application with Commission members, who concurred that an application for a \$500 project development grant be submitted. P. Schena agreed to prepare the grant application.

Mr. Mark Samsel a resident of the Depot area attended the meeting to update the Commission on the activities of the neighborhood committee vis-à-vis the NH DRED. Of specific note was the fixing of signs in the District regarding HB 420. In this regard, the Commission noted that signs should be accurate and otherwise not affixed to the buildings.

The Commission agreed to contact DRED directly to invite its participation at a near-term meeting to discuss the status of the Depot site. The Commission further agreed to hold an extended meeting or workshop on the Depot to begin discussion concerning a “master plan” for the Depot historic district.

#### **4. Historic markers program: Application and signage**

P. Schena reiterated that he would develop an application form for the Historic Markers program based on that of the State Historic Register and circulate it to Commission members for review. He further agreed to contact sign makers regarding pricing quotes for signage.

#### **5. Presentation and discussion of correspondences and/or other new issues**

D. Sullivan attended the meeting to review the status of the granite veneer on the Bartley House entry stairs and to discuss a proposed Women's Club denotation of a tree for the Bartley House. Regarding the former, D. Sullivan noted that a misunderstanding resulted in veneer being installed only on the tops of the stairs and platform and that veneering the sides would require an additional \$1,000. The Commission agreed that no further work was necessary on the stairs. Regarding the proposed tree donation, several Commission members expressed their desire that a native planting be installed. The Commission agreed to review the matter and provide a recommendation to Mr. Sullivan to be forwarded to the Women's Club.

At P. Schena's request, the Commission agreed to revise its meeting schedule from October through December to meet on the second Wednesday of those months.

P. Schena noted that the Commission, at its request, had been placed on the Board of Selectmen meeting agenda for 6 October to discuss the ownership status of the Windham Depot properties.

P. Schena reported that he had again been contacted by Jon Wain, a local Boy Scout, regarding a proposed Eagle Scout project related to the Town Pound. The Commission expressed its sincere interest in hearing Mr. Wain's proposal.

#### **6. Review of plan/project submissions**

There were no project submissions to the Commission for consideration at the meeting.

There being no further business to come before the Commission, the meeting was adjourned at 5:50 PM.

Respectfully submitted in draft form,

Patrick J, Schena  
Chairman, Windham Historic District Commission