

**Historic District Commission Meeting Minutes
Landuse Meeting Room
November 5, 2019**

Members present: Jason Berger, (JB); Patricia Jaouen, (PJ); Cindy Farkus (CF); Ken Fowler, (KF); Kameron Spaulding, (KS)

Staff present: Jessica Cote, Land Use Assistant

Others members of public present: Mark Smith (MS); Jim Biancolo (JB); Lucy Kennedy (LK)

KF opened the meeting at 5:30pm.

1. Approval of October 1, 2019 minutes

- JB moved to accept minutes from October 1 as amended. KS second. All in favor 5-0.

2. Casablanca, 50 Church Street Application

- The Casablanca is seeking a Certificate of Appropriateness for the placement of a sign at 50 Church Street (Map 43 Parcel 120).
- The sign will be placed in front of the building.
- Dimensions of the sign are 28"x19".
- KF asked the material of the sign. Applicant was not completely sure on material but did state that the sign is painted and not carved.
- JB moves to accept application with contingency that the sign be made of MDF or wood. KS seconds. All in favor 5-0.

3. Discussion of violation enforcement and Historic District

- JB brought up temporary structures and tents that have been popping up around town and then disappearing.
- There is question if the HDC has purview over these structures.
- KF and JB have had conversation in the past in regards to tents and temporary structures. KF stated that tent permits are granted by the building inspector department. The length of time that it is up and appearance may have something to do with HDC.
- JB stated that HDC has some discretion in location and length of time the temporary structures are on a property.
- JB believes the board should consider allowing any temp structure less than 5 days and the goal of the Board is to not over complicate situations and if the structure is temporary then there is no need to come before the board.
- JB mentioned sandwich board signs that are in the sidewalk throughout the HDC and could be an obstruction.
- KF stated that sandwich board sign permits are granted yearly. Board will ask MaryEllen Deming of approved sandwich board signs as well as copy of permit from the BOS.
- JB stated that some temp sandwich board signs that were approved by BOS were not in the HDC purview as they were granted prior to HDC bylaw changes. But now location, lighting and removal are within the HDC purview.
- The HDC is not the enforcement agency but they can bring the infractions to the enforcement entity.
- MS, 210 East Street, let the HDC know that he and JB, Main Street, are helping to write a new Sign Zoning Bylaw for the Planning Board and wanted to know more about the conversation of enforcement. JB explained what he and MS have been working on with regards to the Sign Zoning Bylaw.

4. Board Elections

- KF nominates JB as the chairman of the HDC. KS seconds. All in favor 4-0.

Other Business: Lucy Kennedy and the Historical Commission asked to be on an agenda because they have concern with the barn on the property at 50 Church Street which could be considered demolition due to neglect. JB has concern about discussing property without the owner's knowledge. JB believes that the HDC doesn't have purview with this discussion on this specific property.

JB reminded the Board that there is an expectation to be at the meetings and if a member is unable to attend to send notice to JC. JC will notify Board when a meeting is cancelled.

KS moved to adjourn at 6:15PM. PJ seconds. All in favor 5-0.