

HISTORIC DISTRICT COMMISSION
MINUTES
October 8, 2019

APPROVED:

See minutes of _____

AGENDA: WORKSHOP: BYLAWS, HDC ZONING ORDINANCE, FORMS, CLG

ATTENDING: Richard LaFlamme (Chair), Don Milbrand (Sel. Rep.), Dorcas Gordon

ABSENT: Clay Dingman (Vice Chair, excused), Sandra Heaney (excused)

OTHER: Tyler Simonds (Planner)

The meeting opened at 7:00 p.m. with a quorum.

MINUTES OF SEPTEMBER 10, 2019:

Minutes were not available. D. Milbrand made a motion, second by D. Gordon, to move the approval of these minutes to our next meeting. The motion carried.

BYLAWS:

The Bylaws, with suggested changes, were looked at. D. Gordon made a motion, second by D. Milbrand, to amend all areas that say "Chairman" to say "Chair". The amendment motion carried.

D. Gordon made a motion, second by D. Milbrand, to approve the Bylaws as amended. The motion carried.

HISTORIC DISTRICT, ZONING ORDINANCE:

It was explained that the Land Use office is still researching what is needed to keep CLG status so minimal changes are suggested at this time.

Mr. Milbrand was uncomfortable with the wording in 13.4 as "those criteria" do not specify what criteria we are talking about. A discussion followed in which Ms. Gordon explained the history of signs in which guidelines were given to the Land Use office in order to expedite signs for businesses.

D. Milbrand made a motion, second by D. Gordon, to delete the sentence beginning at "those criteria" and replace with "the specific design criteria for signs established by the Commission." The motion carried.

D. Milbrand made a motion, second by D. Gordon, to move the amended Historic District Zoning Ordinance to the Planning Board. The motion carried.

FORMS:

Not available this evening. These will also be addressed at our next meeting.

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CLG:

The cemetery survey has been completed. The Commission looked over the NH CLG annual report that Mr. Symonds is completing. He stated that, in #2, the Bylaws are now changed and he will update that. A discussion was held on #4, Educational sessions attended. The Commission thought that Mr. Dingman and Ms. Heaney may have attended some. #5 Number of meetings held – Mr. Symonds will add tonight’s meeting to complete the 4 required for this year. #7 Lis of new local designations – none. #8 List new survey of historic properties in town – the cemeteries. #9. Local issues update – mentioned were Mr. LaFlamme’s presentations on the cemeteries at the Library and at Od Home Day. Ms. Gordon was involved with a seminar at Plymouth State on Historic and Economic Development. The Commission has been working on signs for the location of the Square businesses as well as for historic buildings. Mr. LaFlamme is to present “The History of Bristol Cemeteries” on Dec. 7th at the Library. Mr. LaFlamme added that we now have new signs for the cemeteries. Mr. Symonds stated that he and Christina Goodwin (Land Use Manager) are working on a brochure on the HDC.

SELECT BOARD REPORT:

Mr. Milbrand stated that we will be moving to the new building in a couple of weeks. There is to be a dedication ceremony and tours on Saturday, Oct. 26th. Mr. Milbrand also mentioned that the paving to the river (to the Pemi Trail) has been done.

Ms. Gordon stated that she has been involved with talk for Kelley Park and they are thinking of leaving only the base runs and bases open and to put in grass in the middle which will be more pleasing when we have events such as the summer concerts.

COMMUNICATIONS: None.

NEXT MEETING: The next scheduled meeting is for Nov. 12th. Unless a case comes in, the Commission determined to cancel until Dec. 10th.

With no other business, D. Milbrand made a motion, second by D. Gordon, to adjourn at 7:55pm. The motion carried.

Respectfully submitted,
Jan Laferriere
Land Use Admin. Assistant