

HANCOCK HISTORIC DISTRICT COMMISSION
MINUTES OF OCTOBER 25TH, 2016

Members Present: Marcia Coffin, Fred Heyliger, Nancy Macalaster, Nat Peirce, Michael Domingue, Tom Shevenell liaison for the BOS and Linda Coughlan, Recording Secretary

Others attending: Lexy Heatley and Neal Cass, Elizabeth Mussey, Director & State Historic Preservation Officer from the NH Division of Historical Resources

7:00 P.M. Nancy Macalaster called the meeting to order.

Minutes of August 23rd:

Nat Peirce moved to accept the minutes of the August 23rd meeting as written. Marcia seconded the motion and the commissioners voted unanimously in favor of the motion to approve the minutes.

Cass/Heatley Hearing:

Nancy called the Cass/Heatley hearing to order. Neal & Lexy came forward to present their application. Neal said they are seeking approval to do much needed chimney repairs to two chimneys. He said the plan is to use matching bricks and to add two caps which will match the caps on the property at 41 Main Street. Neal had photos of his chimney and of the caps at 41 Main Street attached to the copies of the application for the commissioners to review. Neal said they using stainless steel for the caps which will be painted black.

There being no further questions on the application, Nat moved to approve the application under: Article 8.5.2.7 – Erection, alteration, or removal of any exterior or visible feature of a building or Structure and

Article 8.8.12.7 – In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture, and other qualities.

Mike Domingue seconded the motion and the vote was unanimous to approve the application.

New Business:

Elizabeth Muzzey - Nancy introduced Elizabeth Mussey, Director and State Historic Preservation Officer. Topics brought for discussion were:

CAMP – The Commission Assistance and Mentoring Program which is a customized training offered by NAPC and presented by highly qualified preservation professionals in support of local commissions.

Alliance Review – NAPC'S quarterly publication with articles on a variety of topics of interest to preservation commissions. The consensus of the commissioners was that this publication would be a beneficial aid for them.

Certified Local Government Program-

Matching annual grants are available to municipalities that have become certified. A grant could aid in researching the history of each property and what specific features are valued as historic.

Packet for HHD Residents -

Elizabeth said the HHDC plan for packets to be distributed to HHD residents would be a great way to inform the residents of the importance of maintaining the historic features of their home. She also thought the HHDC Survey that had been done was beneficial for obtaining valuable information from both HHD residents as well as residents outside of the district.

The Hosley Grant was briefly discussed. They also discussed the intent of the commission to focus on the rehabilitation process by way of the Secretary of Interior's Standards for Treatment of Historic Properties when reviewing applications. They also discussed that they need to be consistent in a systematic way of addressing an application while focusing on the nature of the historical features of a property.

The commissioners thanked Beth for taking her time to meet with them and for all of the significant information she had provided.

Old Business;

Review of HHDC proposed packets- Nancy said she would compile a packet for the November meeting for the commissioners to review.

HHDC Application:

The commissioners discussed the proposed changes to the HHDC application and to add a line to assign a case number to the application and to make **bold** the section regarding the applicant or representative must be present at their hearing or the hearing will be continued to the next meeting. Also, they wanted to have approved projects added to the agenda until the time that the criteria they had approved was determined to be complete.

Nat moved to accept the application with the change of adding a line to assign a case number to the application and make bold the section regarding the applicant or representative must be present at the hearing or the hearing will be continued to the next meeting and to have approved projects added to the agenda until the time that the criteria they had approved was determined to be complete. Marcia seconded the motion and the vote was unanimous in favor of the motion.

There being no further business, the meeting adjourned at 7:40 P.M.

Respectfully submitted,

Linda Coughlan
Recording Secretary

Next meeting November 23rd at 7:00 P.M.

Agenda items for next meeting:

- Minutes of 10/25
- Progress on Manning application
- Progress on Cass/Heatley application
- Review sample packet for HHD residents

