

Approved January 16, 2008
Gilford Historic District and Heritage Commission
Meeting Minutes
Work Session
October 3, 2007 – 6:00 p.m.

1. ATTENDANCE

Members Present: Chairman, Elaine Gagnon; Donna Mooney; Troy Schrupp; Carmel Lancia; Julie McConnell, Secretary.

(Elaine Gagnon had to leave at 6:40 PM)

Members Absent: Alice Boucher, Richard Waitt, Mary Curtis

Guest: Elizabeth Durfee Hengen, Consultant in Historic Preservation

2. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Elaine Gagnon, Chair.

3. WORK SESSION TO REVIEW AND CLARIFY GILFORD HISTORIC DISTRICT AND HERITAGE COMMISSION GUIDELINES

Elizabeth Hengen, Consultant

Elizabeth Hengen shared her comments with the Gilford Historic District Commission members after reviewing the draft guidelines.

Big Picture

- Gilford was one of the first communities to have Historic District Guidelines, possibly the very first. We are building on established principles. Guidelines – shall/should language is important. If you use “shall”, needs to be clear intent, and can fly in broad manner. May not always be appropriate for every situation. Shall = design standards. We have “hybrid” guidelines.
- Inventory Forms on file – good database to evaluate individual applications. Helpful to work through applications, and to justify action or decisions. Use as additional tool/resource for providing rationale when making decisions or recommendations on individual properties.
- Advantage for homeowners - Historic buildings get wiggle room from code requirements.
- Need to address fundamental questions - What do we want to achieve for Historic District? What do we consider historic? 50 years (National standard). Do we want to require all same, or allow for organic evolution within the District? Some districts treat newer properties as new construction. Need to be cognizant of stylistic and period changes.

NH Preservation Alliance – training sessions. Host or participate this fall? Regional training?

How to educate residents?

- 1 page handout – define, explain GHD, what does it mean?
- What needs to get reviewed? Positive spin....
- Annual reminder to residents after that....
- Develop web page on town website for GHD&HC

Perception that we don't follow through... not taken seriously. Importance of establishing guidelines, and adhering to them over time.

GHDC is a land use board, as is ZBA and Planning Board – do they have town staff to take minutes? We are regulatory board on same par as other regulatory boards.

Consider hosting annual joint meetings with Planning Board/ZBA

Tactics for non-compliance; start with friendly approach, in writing, copy of guidelines
-Encourage compliance; cc: building inspector, continue over time to get more serious – follow due process

Create good talking points...

Office of Energy and Planning annual training – includes track for Historic Districts

Specifics – Guideline Review

- Like layout of legal framework
- Goals of Commission – Why not purpose? Paraphrase ordinance?
- Application – is it sufficient?
 - Require pictures of building in setting –
 - What will trigger what needs to come to Commission, and what doesn't?

Standard vs. guideline – standards can be applied across the board

Vinyl Siding – Provide education about benefits/risks – vinyl siding can cause deterioration of material underneath – wood can't breathe; potential deterioration is not visible

Vinyl Windows – Some commissions insist on applied exterior grids with replacement windows because you lose the shadow lines when you use interior inserts, or inserts between the glass. Can be more expensive than repairing original windows.

Colors – Can regulate or not regulate color; A lot of districts do not regulate color. Don't alienate community. Or do something in between. If regulating color, need to be sophisticated about it

Public Hearing required before adopting new guidelines – solicit input from town?

All white would be false sense of history – white really only used on greek revival houses

Hollis regulates color

Could dictate color and sheen of metal roofs

Other towns – Jaffrey (several years old...); Working on Hollis, Keene (will provide Table of Contents, Keene; sample draft from Hollis, Jaffrey)

Graphics – Map of district; illustrations

Create organic document that can change as needed..... does not to be fancy print job

Town of Jaffrey and Amherst guidelines were re-done not too long ago. Take a look at Jaffrey's application form for guidance.

Liz shared draft design standards that will be copied for review by all GHDC members.

Preservation Alliance – Training Contact Person – Maggie Stier, Field Service Rep. at Preservation Alliance, 224-2281. Training resource, as well as \$500 emergency grant program.

Liz also indicated that the Gilford Historic District and Heritage is a Certified Local Government entity, and as such, is eligible for grant funding through the state for planning activities. Average grant size is \$10,000, but they range from small to large amounts. Gilford would be a good candidate for a grant request because we have not applied in a long time. Applications are usually mailed in April, due in June.

Carmel Lancia offered Thompson-Ames Meeting House space for meetings as needed. Ribbon cutting ceremony – Saturday October 20th, 10:00 AM.

Work Session adjourned at 7:50 PM

Respectfully Submitted,

Julie McConnell, Secretary