

CHHDC Meeting (approved)
July 25, 2023

Present: Duane Wetherby, Tamara Golden, Joanne Hipp, Phil Turner,
Absent: Evelyn and Paul Beliveau
Selectboard member: Trish Patrick

Meeting called to order at 7:06 pm

Minutes of the last meeting reviewed. Phil moved to accept the minutes, Duane seconded, all in favor.

Treasurer Report: Phil reported that there is still \$3,000 budgeted to the commission; the treasurer, Linda Stewart, after the last meeting reported the February bank statement indicates that CHHDC has \$54.19 in the Municipal Savings Account. Trish reported that her investigation showed that the town budgets \$3,000 for the commission for the year, and bills are paid from it by obtaining a purchase order and providing it to the town. It is still unclear if the town or the commission control the savings account. Trish said as far as she knows, the budgeted money does not roll over to the next year, but goes back into the town's general fund.

Old Business:

Town Cannon: there was discussion about proceeding with the painting of the cannon as discussed last year since we have the budget to do it. The last estimate to scrape and paint the wood components was \$1,000.

Tamara motioned that Duane contact the painter and arrange for the work to be done. Joanne seconded. Duane said he will contact the painter, and also let the town offices and police/fire stations know to expect the painter to be working on the cannon (so they know he is authorized to be there).

Design Guidelines: Phil asked if the members want to move forward with investigating options for hiring help for putting together the Design Guidelines for the historic districts. He said he is willing to talk with

architects Weller and Michael from Harrisville who had done work for him before. The members discussed; would like to see if they do this kind of work, how much it would cost, etc. Phil suggested that if the cost exceeds the \$2,000 left in the budget after the cannon painting, that maybe they would take a partial payment this year and the rest in January (or when the work is completed). Tamara motioned that Phil contact them to get these details and report back to the commission, Joanne seconded, all in favor.

Phil had sent copies of the historic culture and resources section of the Master Plan (which he helped to write) to the commission members. Phil agreed at the last meeting to start work on a summary of the Main Street Historic District's character and architecture. **Paul** agreed to do the same for the North Charlestown district. This was not discussed; will wait until Paul and Evelyn are present.

Benches around town discussed: Duane says he has seen the benches and believes that they are all in need of refinishing. They would need to be pulled up, sanded down and refinished. We discussed budget: may have to wait until next year if we hire help for putting together the Design Guidelines In the meantime Duane agreed to contact Wes Van Velsor and ask if the people at his business that did the original work and refinished another bench in years past could do this work and if so, get a cost estimate.

Ordinance: Tamara separated the design standard parts from the original ordinance and then updated it with possible additions after reviewing a few other town's ordinances. She handed out copies for members to review and compare to the original, other resources, etc., understanding that it is a very rough copy to be discussed and refined in upcoming meetings.

There was no new business to discuss.

Next Meeting: **Aug 22nd at 7pm.**

Phil moved to adjourn the meeting, Duane seconded; meeting adjourned at 7:49 pm.

Respectfully submitted,

Tamara Golden
Secretary