

Historic District Commission
Regular Meeting
Date June 4, 2019

1. The regular meeting was called to order by Chairperson Macro at 7:17 PM.
2. Roll Call and Members Present

Regular Members

Attend	Name	Attend	Name
x	Virginia Macro		Nadine Hassan-Caton
x	Gary Pitcock	x	Katherine Foley
	Louise Evans		

Alternate Members

Attend	Appointed Commissioner	Name	Attend	Appointed Commissioner	Name
x	x	Louise Neary	x	x(after 8PM)	Janet Wade-Utay
x	x(until 8PM)	Mindy Lewis			

Alternate members Commissioner Neary and Lewis were appointed to sit for Commissioners Hassan-Caton and Evans respectively. Commissioner Lewis served as alternate until 8:00. At 8:00 Commissioner Wade-Utay was appointed to sit for Commissioner Evans.

3. Public participation - none
4. Discussion of the application for certificate of appropriateness from Mr. Thomas Laflamme
 - a. Chairperson Macro read the letter written to Mr. Laflamme on behalf of the HDC after receipt of the application in May (see attached) stating that the application was not received in sufficient time for a public hearing in May and that action on the application for a certificate of appropriateness would occur in June to allow for sufficient public notice. The letter further stated construction should be delayed until after the public hearing.
 - b. Commissioner Pitcock made a motion to abstain from action on the Laflamme application and send a letter to the applicant restating the regulations and the HDC decision. The motion was seconded by Commissioner Neary. The letter will be copied to zoning enforcement officer. The motion was approved unanimously.
5. Approval of minutes of the prior meeting.
 - a. Commissioner Pitcock made a motion to approve the minutes of the May 7 meeting. The motion was seconded by Commissioner Neary and approved unanimously.
6. New Business

- a. The committee agreed to send a letter to all the residents in the historic district with a link to the HDC regulations and our services including the availability of the historic plaques. Chairperson Macro will check to see if she has the format.

7. Old business

- a. No old business

Adjournment

Commissioner Foley moved to adjourn the meeting at 8:14 which was seconded by Commissioner Neary. The motion was approved unanimously and the meeting adjourned.

Respectfully submitted,
Janet Wade-Utay
Secretary pro-tem

Approved: July 2, 2019