

*These minutes were approved at the September 2, 2004 meeting.*

**DURHAM HISTORIC DISTRICT COMMISSION**  
**Thursday, August 5, 2004**  
**Town Council Chambers**

Members Present: Crawford Mills, Chair  
Roger Jaques, Vice Chair  
Cathy Leach, Secretary  
Karl Van Asselt, Town Council Rep.

Members Absent: Leslie Schwartz  
Nicholas Isaak, Planning Board Rep.

- I. Meeting was called to order at 7:20 p.m.
- II. Approval of Minutes: The minutes of the July 1, 2004 meeting were approved.
- III. New Business
  - A. Continued deliberation on Application for Approval submitted by Perry Bryant of Park Court Properties, Inc. concerning new vinyl shake siding for 10 Main St., Map 4, Lot 54-3. Mr. Bryant showed photographs of the vinyl shake he was proposing to use. Motion made by Roger Jaques to accept the building materials as presented. **Motion was passed, 4-0.**  
Mr. Jaques also suggested that the HDC may want to develop some policies/guidelines for appropriate building materials as there are numerous new materials available for use.  
Mr. Bryant encouraged strong dialogue between the HDC and district homeowners. He is interested in adding "historical notoriety" to his buildings at 8 and 10 Main St., and welcomes HDC suggestions.
  - B. Discussion of Budget for 2005:  
Crawford Mills needed to prepare budget request information to submit to the town for 2005. Previous annual distribution to the HDC has been \$500. Discussion of items/projects for the HDC over the next year included: conducting a survey of historical sites; developing a 'welcome'/informational brochure for historic district homeowners; and updating the historic district map through GIS photos. The estimated costs of these projects are:
    - \$5,000 for survey
    - \$2,500 for GIS photos
    - \$2,500 for Administrative Costs (including brochure and mailings)Karl Van Asselt moved to submit a 2005 budget request of \$10,000 to the Town. Motion was seconded by Cathy Leach; **motion passed 4-0.**

- IV. A. Discussion of forming a Heritage District Commission. Board members decided to move forward with developing a proposal for the Town Council to form a Heritage District Commission, and will add that to the September meeting agenda.

B. Other Business:

HDC was visited by Alma Tirrell, of the Durham Historic Association. Ms. Tirrell gave us an overview of the DHA and the museum. DHA has no outside funding sources, and is looking for members and volunteers. The DHA produces a quarterly newsletter and has quarterly meetings. HDC members will be put on the newsletter mailing list, and Ms. Tirrell extended an invitation to attend the DHA meeting in October. She and the HDC members agreed to work toward a more collaborative effort in moving forward with the goals of the HDC and the DHA. Crawford Mills will draft a letter for the September meeting to be sent to Sandy Amell, President of the DHA, requesting support and encouraging collaboration.

Crawford Mills updated the committee on the meeting of Weds., Aug. 4 of the Zoning Re-write Committee, at which there was discussion of the historic district overlay. Mr. Mills reported: there is a concern regarding how the overlay will handle commercial properties; the overlay is being sent to the town attorney for a check on its conformance to state laws; there may be some modifications needed to some areas that are interpreted as “stand-alone” language.

- V. Meeting was adjourned at 8:40 p.m.

**Next meeting: Thursday, Sept. 2, 2004, 7:00 p.m.**