

*These minutes were approved at the August 4, 2005 meeting.*

**DURHAM HISTORIC DISTRICT COMMISSION  
MEETING MINUTES  
JULY 7, 2005**

Members Present:     Crawford Mills, Chair; Leslie Schwarz, Vice Chair;  
                              Cathy Leach, Secretary  
                              Karl Van Asselt, Town Council Rep.  
                              Nick Isaak, Planning Board Rep.

Members Absent:     Roger Jaques; Eric Inglefinger

- I.     The meeting was called to order at 7:04 p.m.
- II.    The minutes from the June 2, 2005 meeting were approved.
- III.   New Business:
  - A. The commission heard a presentation regarding approval of a new road sign from Tom Scharff, Director of the Mill Pond Center. The materials of the sign are cedar and would be painted white with an artist's rendering of the Mill Pond Center. Karl Van Asselt made a motion to approve the aesthetics of the sign, Leslie Schwarz seconded; motion passed, 5-0.
  - B. The commission heard a presentation from Bill McNamara, of Classic Signs Inc., regarding approval of a new sign and awning for The Masiello Group at 1 Madbury Rd. Discussion followed, and ultimately a motion was made by Schwarz to approve the application for the new sign with the following modifications: change the sign shape to rectangular (with no curved bottom); put the phone number in a reversed blue panel (white numbers on a blue background); continue using the existing wrought iron sign frame. The motion was seconded by Van Asselt, and passed, 5-0.

Concerning the application for approval of a new awning that would appear over the door facing the post office, the commission has asked to see the fabric and color swatches at a future meeting, and to be provided with more information regarding the size of the awning and how much of the stoop it encompasses. Suggested changes were made in the design to incorporate a historic look and feel. Nick Isaak made a motion to approve the application with the following modifications: change the awning shape to a shed awning (straight edges, not curved or scalloped); and providing follow-up as listed above. Cathy Leach seconded, and the motion passed, 5-0.

C. The commission heard from Robbie Woodburn and Paul Berton from the Hotel New Hampshire regarding approval of using 12 x 12 inch diameter granite piers at the entrance of the hotel, which will match those being used for fencing around the lot perimeter. Leach made a motion to grant the approval, Van Asselt seconded; motion passed, 5-0.

D. Van Asselt brought up the commission's purview in "urging" homeowners within the district to keep their homes painted and generally looking presentable. There was much discussion concerning our role, and if there's anything the commission can do to help the homeowners. It was decided that Crawford Mills would call Todd Selig and Jim Campbell to see what the town perspective is on this issue. There was also discussion regarding sending a letter to the property owner from the commission urging upgrades to the home. Schwarz will draft a letter for the commission, as well as town officials, to review.

E. Mills brought forward an invitation from the town for the HDC to participate in Durham Day in September with an informational table. It was decided that the HDC would not have a table at the event this year.

III. Old Business:

A. Schwarz reported that she had heard from UNH art history professor David Andrew regarding the survey project. He may have graduate students who can assist. Isaak reported that Peter Anderson is also willing to assist. There was discussion of needing a project leader and including townspeople and the Durham Historic Association in the survey project. Mills will contact Craig Seymour of the Cemetery Committee. Leach will contact Linda Wilson of the NH Division of Historical Resources (NHDHR) for information on the survey process used in other towns.

B. Leach reported no additional news on the brochure grant; she will call the NHDHR for an update by the August meeting.

IV. Meeting was adjourned at 8:35 p.m.