

*These minutes were approved at the February 1, 2007 meeting.*

DURHAM HISTORIC DISTRICT COMMISSION  
MEETING MINUTES  
JANUARY 4, 2007

Members Present: Nick Isaak, Chair; Leslie Schwartz, Vice Chair; Julian Smith, Town Council Rep.; Crawford Mills

Members Absent: Erich Ingelfinger, Secretary; Lorne Parnell, Planning Board Rep.; Roger Jacques

- I. Meeting called to order at 7:10pm.
- II. The Minutes of the December 7<sup>th</sup>, 2006 meeting were approved with one change: the spelling of "Schwartz" under the heading "Members Absent."
- III. New business:
  - A. Isaak presented two document packets entitled 1) "Design Guidelines for Manchester's [VT] Commercial and Historic Districts, and 2) Design Review Ordinance Durham, NH 2004 (draft) as possible resources for Durham to adopt as educational and reference tools. Discussion elicited agreement that such tools would be of value to developers, historic structure owners, and town committees alike. Copies of each will be distributed to all HDC members for individual review and, thereafter, collective consideration. Additionally, the need for a survey of historic properties to assess the unique character and characteristics of Durham led to C. Mills suggesting that tax cards be accessed as a starting point for such a survey. All present agreed, and authorized Mills to follow-up accordingly.
  - B. A motion to amend the agenda to include discussion of a letter from Town Administrator Todd Selig under New Business was made and accepted.
    1. In response to Selig's letter informing relevant Town government entities about the creation of a Mill Plaza focus committee and the request for a member of the HDC to sit on this new committee, J. Smith, via motion nominated L. Schwartz, (with C. Mills serving as alternate if/when necessary) to represent the HDC. Motion accepted.
- IV. Old Business
  - A. 2007 budget: Discussion revealed that the budget for 2007 had been addressed and finalized at a previous meeting.
  - B. C. Mills requested that members email him at [Crawford.Mills@verizon.net](mailto:Crawford.Mills@verizon.net)
- V. The meeting was adjourned at 7:46pm.

Respectfully submitted,  
Leslie Schwartz, HDC Vice-Chair