

**TOWN OF TEMPLE, NH
TEMPLE HISTORIC DISTRICT COMMISSION**

Tuesday May 30, 2006

Final Minutes of Public Meeting

Members present: Sarge Collier (SC), John Kieley (JK), Randy Burnham (RB), Phyllis Mazza (PM), Mary Nutting (MN), Dan Cournoyer (DC), Vivian Nicholl (VN).

Others present: Charlene Eddy, Connie Kieley, Margaret Cournoyer, Elizabeth and Edward Schubert.

Meeting called to order by Phyllis Mazza at 6:00 pm.

1. Minutes from March 28, 2006 meeting reviewed and amended to correct wording of “rescued” to read “recused”. Motion to accept – PM; second – RB. Voted in the affirmative unanimously.
2. Minutes from May 14, 2006 meeting read and amended to correct wording of “agreed” in last sentence to say “discussed”. Motion to accept – JK; second – RB. Voted in the affirmative by majority with PM opposing.
3. RB asked if there was a planned agenda and offered that he had one made up that could be used. A discussion followed regarding the business of election of officers and when it should take place and what the term will be. It was agreed that the term would end in April at the time of new appointments when the newly elected Select Board reviews candidates and fills vacancies.
4. RB suggested that clarification of job descriptions of Board positions needed to take place prior to election of officers. The discussion resulted as follows:
Chair – Moderator of meeting and prepares agenda for meetings.
Vice-Chair – Conducts meetings in absence of Chair.
Secretary – Takes notes during meeting, summarizes in the form of minutes, posts notices of meetings, drafts letters of communication to members of the district, etc. as needed and warranted according to the functions of the commission.
It was agreed that further discussion take place in the future regarding the specific responsibilities of the officers.
5. MN asked whether there was a response from Attorney Dresher to a letter and packet she gave to Select Board Secretary, Debbie Harling, regarding questions about the Ordinances and status of Town Hall in the HD. JK stated he was not aware of what letter she referred to. Charlene Eddy clarified that it was reviewed by the previous Select Board members with the attorney, but that answers to the questions were not put in writing as requested and to her knowledge the attorney

did not review the ordinances. JK stated that although the Town Hall is included in the district, state law preempts its requirement to abide by the established ordinances because of its status as a town building. A copy of the letter was not furnished by MN and it was suggested that in future, copies of all communications agreed upon by the Commission should be given to all members. As soon as a copy of this letter is provided, the questions will be reviewed again if needed to verify if the attorney addressed them at the time they were brought up with the Select Board. It was agreed that a goal for future meetings include an update of the ordinance and its inclusion or exclusion of town buildings and property.

6. JK moved to nominate RB for the position of Chair. VN seconded. Voted in the affirmative by majority. Discussion followed regarding whether there were any other nominees, RB term up in one year, and what RB background is. RB explained his history, experience, occupation, and interest in being on the HDC. Motion was made by JK to elect RB as Chairman. VN seconded. Voted in the affirmative by majority of 4 with 3 abstaining.
7. DC moved to elect PM as Vice-Chair. VN seconded. Voted in the affirmative by majority.
8. VN moved to elect MN as Secretary. PM seconded. Discussion followed regarding recording of minutes on a word document that could be e-mailed to Commission members. MN declined the position and moved to nominate VN. PM seconded. Voted in the affirmative unanimously.
9. RB asked if there were any pending decisions needing to be made regarding applications filed previously by the church and the store. It was decided that since the 45 day required time period had already lapsed, the applications in question were now in approved status.
10. RB opened discussion regarding goals for 2006 and be prepared by the end of the year with proposed changes or amendments to the present ordinance.
11. Meeting dates, times, length, format, and place was agreed to be once per month on the third Monday at 7:00 pm to be held at the Municipal Building. Next meeting will be June 19. It was agreed that the secretary would contact the webmaster for the Temple website so this regularly scheduled meeting would be placed on the calendar. This function is to be added to the job description of the secretary.
12. RB led discussion regarding special meetings, when they might be called, who calls them, and what reasons might necessitate this to happen. It was decided that applications should be available at the Selectmen's office as well as from Commission members and that in the case of emergency circumstances, this is already provided for in the ordinance.

13. RB asked where copies of previous applications were for review. Commission members from the previous year have copies of most recent ones, and all previous ones are filed in the Selectmen's office. Debbie Harling will be notified by VN that Board members will be needing access to these for review. There are also examples of applications and approvals used in other towns that are available for future reference when creating a final document for the Temple HDC.
14. Ideas for public outreach were discussed. Communication with current HD members regarding the ordinance and also information sessions open to the community were suggested. A review of the purpose of the ordinance and a refinement of the HD objectives so they are current with present day is necessary. It was also suggested to include a definition of terms in order to better clarify the set rules, approval criteria for what kind of application it is, decide what constitutes the need for a public hearing.
15. The website copy of the ordinance needs to be updated and also be in a more appropriate place on the website.
16. JK submitted documents recently received by the Friends of Temple Town Hall from the state historic building architect, Jim Garvin that recognizes the Town Hall as being a historically significant building and an Individual Inventory Form. It states that the building is eligible for listing with the state registry of historic buildings. This letter is now included in the HDC file at the Selectmen's office.
17. Margaret Cournoyer mentioned her concern regarding the use of temporary signs in the district, the reflector posts in town and the sign that was just moved by the state highway dept. for Rte. 45. The length of time allowed for signs to be posted is limited to a few days and the policy needs to be reviewed further at a future meeting.
18. RB moved to adjourn the meeting at 7:55 pm. DC seconded. Voted in the affirmative unanimously.

Next meeting June 19, 2006 @ 7:00 pm.

Minutes submitted by Secretary Vivian Nicholl