**Durham Historic District Commission**

**Meeting Minutes - May 10, 2018**

**Attendance:**

Chair Candy deCsipkes

Secretary Seth Koenig

Paula Erdmann-Purdy

Anita Sellars

Alt. Page Atherton

Alt. Mary Fallon

**Pledge of Allegiance**

**Motion by Anita to accept the minutes from the April meeting**

*Seconded by Mary*

*Vote: 5-0*

**Continuing business**

Cider event

* Anita: I learned some things and kept information on liquor licensing; we can do it online ourselves for future events
* Anita: The servers were not covered under the Maine alcohol license, but they were covered under David (hard cider maker’s) insurance; And we found out that David had a rider on his insurance that allowed his coverage to cover the event at the Eureka Center
* Anita: We’re adding a TV at the Eureka Center and we’ll be able to put slides on it in the future
* Page: There was no mingling at the event, they just came and sat down
* Anita: They wanted to have the cheese and crackers handed out
* Anita: I had so many people tell us they really enjoyed it; and several people wrote down that they wanted to buy his books
* Anita: I’m ready to have a beer event
* Page: Oktoberfest!
* Candy: How much money did we make?
* Anita: We made $540 ($270 for each the Historic District Commission and Historical Society); I set aside $10 for cleaning the tablecloths

Historic Homes event

* Candy: Advertising -- I changed the fliers as we proposed
* Paula: Should we say what the donations are for?
* Seth: We can add “... to benefit historic education and preservation in Durham”
* Candy: Someone needs to post it on All Things Durham and DHDC Facebook pages
* Seth: I can post it
* Candy: I’ll send you the digital version
* Candy: Are there other events we can distribute it? Can we leave them out for people at the Eureka Center plant sale?
* Anita: I can make sure there’s a place for it
* Mary: There’s a bullet board at the school
* Candy: I can make sure it goes there, the town office, the Get N’ Go and school
* Mary: I can bring them to the Freeport and Brunswick libraries
* Mary: Should we share it with the Freeport Historical Society?
* Paula: Brunswick and Lisbon have them, too
* Candy: I called the schools to reschedule the date, but we need to tell them how we want things set up; The screen will come down over the stage; do we want tables?
* Mary: The tables are all round and we may get a lot of people
* Candy: We could allow a little mingling at the beginning, when people could eat; it could be easy just with rows of chairs and an aisle down the middle
* Candy: How many people will come?
* Mary: If half the people whose houses were featured come, maybe we think there’s 60ish coming
* Page: When they put the projector on at the town meeting during the day, we couldn’t see it very well; will that be a problem as well?
* Candy: We can ask about that
* Candy: You (Seth) have an Apple, but it doesn’t have a CD player, right?
* Seth: Right
* Candy: I’ll check to make sure the slideshow can be put on a thumb drive
* Candy: We’ll play $28 an hour per person for the custodians to set up and take down
* Seth: The number of people is hard to predict -- if three quarters of the people whose houses were featured come out, and there are 2-3 people per household, then another 20-25 people come who are interested in it come out, it’ll top 100 people quickly. But they may still not
* Candy: Mary is going to write a cover letter invitation (for people whose homes are featured) to go with the flier, and Page (and others) said she would stuff letters; but when would we do it?
* Candy: But when do we do that?
* Mary: Wouldn’t you want to have them land just after Memorial Day
* Anita: I can’t help stuff until after the weekend of the 19th and 20th
* Candy: The town office has a machine that puts postage on them
* Candy: What about RSVPs? I can ask the town hall if they’d be willing to accept RSVP phone calls or emails
* Mary: Maybe the town can set up an email account
* Candy: Some people may be more interest in RSVPing by phone, so let me talk to the town and see what our options are
* Candy: About the speakers: Paul and Tia are OK with the dates -- should we tell them about 20 minutes apiece
* Mary: Should Paul go first? If people are there to hear about historic homes, we should make sure he goes first
* Candy: What do we want Tia to talk about?
* Mary: If it’s about homes, we should ask her to talk about initial settlements around town
* Candy: What direction do we want to give Paul?
* Seth: I think architecture
* Paula: We should have him talk about the types of houses
* Page: Do Paul and Tia have copies of the photos?
* Mary: Maybe have him speak about the chronology? When certain architecture was used and why?
* Paula: Do we want to give Tia specific houses to look at?
* Seth: If Paul is going to talk about specific home and architecture, we can give Tia more flexibility to be general and talk about town history, settlements and interesting people
* Candy: That’s why I think maybe Tia should go first, although I understand Mary’s concerns
* Mary: You can be the emcee, Candy, and you can control the timing by saying at the beginning what the format will be and let her know when she needs to wrap up, have an intermission of about 10 minutes
* Page: Should we think about how we’re going to thank them?
* Mary: We could get them gift certificates to the Get N Go?
* Seth: Should we get them gift certificates to Frank’s or Flux?
* Page: I think money would go further at Frank’s
* Candy: That’s a good point. Frank’s, then?
* Seth: What about having Paul go first just because of the nature of their deliveries? Tia might be more energetic and Paul might be more academic
* Anita: It could be enough of a change of pace that people might not appreciate what Paul has to say
* Mary: I think people who will be coming to this will be interested in the subject matter no matter who says what and when
* Paula: Do we need to alert people whose houses are featured by Paul?
* Seth: I think as long as we sent them invitations saying their homes are included in this project, anything we do with the photos beyond that is fair game
* Candy: What about asking people to share stories about their historic homes?
* Paula: Those people could go on for a half hour each
* Mary: Maybe we say that the people who went out and did surveys heard some really interesting stories about their homes, then give people the email address to share stories and photos
* Candy: What about the food? That’s one reason I want people to RSVP, so we know how much to bring
* Anita: I think we as a small group should take a little money out of the till for this
* Candy: Should we be doing more cookies and bars that make it so we don’t need as much paper and plastic wear
* Anita: Coffee and tea?
* Page: We can donate the food as members and have the commission pay for paper products and plasticwear
* Candy: Should we try to meet and touch base before this?
* Mary: May 31st would give us plenty of time
* Seth: I’d love to have the meeting double as our June meeting; I’m trying to cut down on my meeting load
* Candy: But we need to still talk about the comprehensive plan at the June meeting
* Paula: You can skip that one and we’ll just tell you what you’re doing
* Candy: I think we decided Paul was going to go first?
* Anita: I think that would be wise, yes
* Candy: And we’re going to have a time set up to stuff envelopes; it’ll have to be after the weekend of May 19-20

**Motion to adjourn by Seth**

*Seconded by Mary*

*Vote: 5-0*