

**DURHAM HISTORIC DISTRICT COMMISSION**  
**Thursday, April 13, 2023-- 6:00**  
**Durham Town Office**

**AGENDA**

**I. Call to Order and Establishment of Quorum**

**II. Pledge of Allegiance**

**III. Amendments to Agenda**

**IV. Acceptance of Minutes - Feb 2023**

**V. Informational Exchange**  
**REVIEW OF OUR PROGRESS**

**From the Dec 8 “to do” list**

**\*Edit and prepare 2023 budget for distribution.** Distributed to Town Manager, Select Board and Budget Committee through the Town Office on Dec. 14 **COMPLETED**

**\*Set a meeting with the Town Manager/Select Board** Lois met with the Town Manager on Dec. 19. Notes were sent to Commissioners on Dec. 21 **COMPLETED**

**\*Research land owners and addresses of property in the Historical District in preparation of sending introductory letters.** A list of all property owners was sent to Commissioners on Dec 12 **COMPLETED**

**\*Check on location for 1/12/2023** The new location for 1/12/23 was determined to be the Town Office at 6 pm. Notification was sent to Commissioners on Dec. 12 **COMPLETED**

**January Meeting Canceled (weather)**

**February Minutes Attached**

**March Meeting Canceled (lack of a quorum)**

**There was a table at Town Meeting for the Commission.**

**VI. Continuing Business**

**Ordinance changes to Article 12 and 5.14 - continuing discussion as time allows**

**VII. New Business**

- 1. Review of Building Permit Application for continuing renovation of the West Durham Methodist Church at the request of Alan Plummer, Codes Officer.**
- 2. Begin to develop a plan for the Union Church renovation. We received an additional \$10,000 at Town Meeting. Together with the balance of \$21,457 (Jerry D on March 9, 2023) we now have \$31,457 available for the sill renovation. We need to**

determine the process to present to the Town to gather repair estimates (RFP) so the repairs can be done in 2023.

3. Review the Durham Historic District Commission By-laws to determine if there are changes/amendments that need to be made (or followed).
4. Review and vote on the letter to residents within the Durham Historical District.
5. Calendar planning for 2023 Community Presentations and Education. Refer to the Informational Request to see what the Town has approved for our next 12 mo. for public presentations. DHDC had a restricted fund balance of \$1,330 and the Town allocated and additional \$2,000 in the budget, so we have \$3330.00 for our use.
6. Review Definitions that apply to DHDC in Article 19 to determine that we agree with the definitions, or need to amend them at the 2024 Town Meeting.
7. Calendar dates for 2023/24. Second Tuesday of the month would be:  
June 8 (already on the 2023 schedule)  
July 13  
August 10  
September 14  
October 12  
November 9  
December 14  
January 11, 2024  
February 8  
March 14  
(Town Meeting April 6)  
April 11  
May 9  
June 13

#### **VIII. Other Business**

1. Next regular meeting: Thursday, May 11, 2023. Can we set a date to reschedule? Shall I see if Maine Preservation has availability to meet with us regarding the future of the Union Church?

#### **IX. To Do**

#### **X. Adjournment**