

**Canaan Historic District (HDC) Meeting Minutes  
January 19, 2009  
Mascoma Senior Center, Canaan, NH**

**Approved Minutes**

**Members Present: John Bergeron (JB), Dan Fleetham (DF), Scott Borthwick (SB), Mike Roy (MR), Andrew Mulligan (AM)**

**Alternate Members Present: Charles(Skip) Baldwin (CB), Tom Hudgens (TH)**

**Member of the Public in Attendance: Brook D'Entremont**

**7:00 PM- Meeting called to order**

**7:01 PM - Minutes of 12.15.08 HDC Meeting were read**

**Motion to approve as read by DF and 2nd by SB. Motion passed.**

**7:08 PM - Discussion took place regarding two open positions on the HDC: the Vice Chairman and Clerk. MR was nominated by SB and 2nd by DF. After a review of the HDC Rules of Procedure by JB, it was determined that an Alternate could assume the role of Clerk. CB was nominated by SB and 2nd by MR. Both motions passed.**

**7:15 PM - Opening of the Public Hearing regarding John and Brooke D'Entremont proposed dormers on their house at 10 Cottage Lane. The applicants indicated that the proposed width of each of the two second floor dormers would now change from four (4') to six(6') each. All new windows will be consistent with the rest of the home 36" x 32". It was further agreed that the placement of the new dormers would be symmetrical to the current architecture and sizing of the home. The new window shutters will be compliant with HDC regulations; wood is preferable, but vinyl can be used which would be consistent with current downstairs windows. The garage door will either be repaired or replaced with an identical door representing the same style and material. A motion to approve the D'Entremont proposal was made by MR and 2nd by SB. The motion was passed.**

**7:35 PM – Other Business**

**AM asked about the status of Roger Baldwin's garage color dilemma. CB indicated that the color problem had been discussed with Roger Baldwin, but any action at this time (winter) was not practical. The color selected is an HDC approved color, but Lavelle's delivered a product that did not match the approved code. The issue will remain open until a workable solution can be remedied that will bring the garage into HDC color conformance.**

**7:40 PM - A motion was made to adjourn the meeting by SB and 2<sup>nd</sup> by MR. Motion passed.**

**Respectfully submitted,**

**Michael F. Roy  
Secretary**

**Next Meeting: Monday February 16, 2009  
Please inform JB if you cannot attend**

**Canaan Historic District (HDC) Meeting Minutes  
February 16, 2009  
Mascoma Senior Center, Canaan, NH**

**Approved Minutes**

**Members Present: John Bergeron (JB), Dan Fleetham (DF), Scott Borthwick (SB), Mike Roy (MR), Andrew Mulligan (AM)  
Alternate Members Present: Charles(Skip) Baldwin (CB), Brook D'Entremont(BD)**

**7:00 PM- Meeting called to order**

**7:01 PM – January 19<sup>th</sup> Minutes were posted on the Town Website, but were not available for review by the HDC. A reading of those minutes will be conducted for approval at the March 16<sup>th</sup> HDC meeting.**

**7:03 PM – There was no applications received, therefore no discussion ensued.**

**7:05 PM – No Public Hearing conducted.**

**7:06 PM – Other Business: JB reviewed the existing HDC laws pertaining to Title LXIV Planning and Zoning- Chapter 672 General Provisions to the HDC committee.**

**8:02 PM - A motion was made to adjourn the meeting by DF and 2<sup>nd</sup> by MR. Motion passed.**

**Respectfully submitted,**

**Michael F. Roy  
Secretary**

**Next Meeting: Monday March 16<sup>th</sup>.  
Please inform JB if you cannot attend**

**Canaan Historic District (HDC) Meeting Minutes  
March 16, 2009  
Mascoma Senior Center, Canaan, NH**

**Approved Minutes**

**Members Present: John Bergeron (JB), Dan Fleetham (DF), Mike Roy (MR), Andrew Mulligan (AM)**

**Alternate Members Present: None**

**7:00 PM -- Meeting called to order**

**7:01 PM – January and February HDC Minutes were approved without changes on a motion by Dan Fleetham and 2<sup>nd</sup> by MR.**

**7:05 PM – There was no applications received, therefore no discussion ensued.**

**7:06 PM – No Public Hearing conducted.**

**7:07 PM – Other Business: JB led a discussion on a request from the Planning Board to propose modification to the Rules and Procedures for Joint Hearings & Procedures which will be used with other land use boards inclusive of the Planning Board, Building Code Board of Appeals and Building Inspector. JB submitted a proposal for discussion that included: relation to testimony, notice of hearings and filings of decisions. A motion was moved by MR, 2<sup>nd</sup> by DF and passed. The document would be sent to the Planning Board for their review.**

**JB instructed the HDC that under the NH Right-to-Know Law for public meetings that it was permissible to have one person call into the meeting via telephone to fully participate.**

**7:35 PM - A motion was made to adjourn the meeting by JB and 2<sup>nd</sup> by MR. Motion passed.**

**Respectfully submitted,**

**Michael F. Roy**  
**Secretary**

**Next Meeting: Monday April 20<sup>th</sup>.**  
**Please inform JB if you cannot attend**

**Canaan Historic District (HDC) Meeting Minutes  
April 20, 2009  
Mascoma Senior Center, Canaan, NH**

**Approved Minutes**

**Members Present: John Bergeron (JB), Dan Fleetham (DF), Mike Roy (MR), Andrew Mulligan (AM), Scott Borthwick (SB);  
Alternate Members Present: Charles(Skip) Baldwin (CB), Brook D'Entremont(BD),Tom Hudgens (TH)**

**7:00 PM -- Meeting called to order**

**7:01 PM – March 16<sup>th</sup> HDC Minutes were approved without changes on a motion by MR and second AM.**

**7:05 PM – There was no applications received, therefore no discussion ensued.**

**7:06 PM – A review of the Historic District Regulations was initiated**

**7:15PM- Opened the public hearing...no one was in attendance. The hearing was continued to May 15<sup>th</sup> as the Smiths were not ready per JB . The HDC is waiting for confirmation of appearance as the Smith's extension expires on June 6<sup>th</sup> for final approval for placement of their foundation.**

**7:18 PM – A review of the Historic District regulations was continued by JB with a focus discussion on changes to colors, roofing materials, fencing materials and chimneys. A motion was made by AM to approve roofing material changes and seconded by SB. In discussion of the motion another motion by MR was made to table the original motion so that HDC members could better familiarize themselves with prior HDC discussions on material changes by reviewing former minutes and conduct any independent research as appropriate. A second by CB was made and the tabled motion passed. Discussions continued on the HDC regulations with no other action taken.**

**8:51 PM A motion by MR to adjourn and second by SB was passed.**

**Respectfully submitted,**

**Michael F. Roy**  
**Secretary**

**Next Meeting: Monday May 18<sup>th</sup>**  
**Please inform JB if you cannot attend**

**Canaan Historic District (HDC) Meeting Minutes  
May 18, 2009  
Mascoma Senior Center, Canaan, NH**

**Approved Minutes**

**Members Present: John Bergeron (JB), Dan Fleetham (DF), Mike Roy (MR), Andrew Mulligan (AM), Scott Borthwick (SB);  
Alternate Members Present: Brook D'Entremont(BD)**

**7:00 PM -- Meeting called to order**

**7:01 PM – April 20, 2009 HDC Minutes were approved with changes on a motion by SB and second AM.**

**7:05 PM – There was no applications received, therefore no discussion ensued.**

**7:06 PM – A review of the Historic District Regulations was initiated**

**7:15PM- Opened the continued Public Hearing for Proctor and Laura Smith, Moss Flower lane. The Smiths are not ready and have a requested a continuation to the July meeting for final approval of their project continued on July 15, 2009 at 7:15 AM.**

**7:20 PM – The Public Hearing was closed and a review of the Historic District laws, regulation and rules began. Potential changes to the regulations were discussed and approved color changes were discussed in depth. All members agreed more research must be conducted before any recommended changes can be made. Discussions continued on other HDC regulations with no action taken.**

**8:34 PM- No other business was discussed.**

**8:35PM – A motion by SB to adjourn and a second by MR was passed.**

**Respectfully submitted,**

**Michael F. Roy  
Secretary**

**Next Meeting: Monday June 15, 2009**



**Please inform JB if you cannot attend**

**Canaan Historic District (HDC) Meeting Minutes  
June 15, 2009  
Mascoma Senior Center, Canaan, NH**

**Approved Minutes**

**Members Present: John Bergeron (JB), Dan Fleetham (DF), Mike Roy (MR), Andrew Mulligan (AM)**

**Alternate Members Present: Brook D'Entremont(BD), Charles(Skip) Baldwin (CB)**

**7:00 PM -- Meeting called to order**

**7:01 PM – The May 18, 2009, HDC Minutes were approved with changes on a motion by MR and second AM.**

**7:05 PM – There was no applications received; therefore no discussion ensued.**

**7:06 PM – A review of the Historic District Regulations was initiated regarding colors for exterior siding and shutters. Color information provided by AM and reviewed for the Federal, Greek and Colonial periods. A discussion followed and a recommendation to take the decision process to the next meeting in July, thus giving the members an opportunity to understand the full color spectrum.**

**7:15PM- Opened the continued Public Hearing for Procter and Laura Smith, on Moss Flower lane. The Smiths are not ready and the continued hearing is set for July 20<sup>th</sup>, 2009 at 7:15PM for final approval of their project.**

**7:18 PM – The Public Hearing was closed and a review of the Historic District color charts continued. A recommendation to take the decision process to the next meeting in July, thus giving the members an opportunity to understand the full color spectrum was agreed to.**

**No action was taken to change any other HDC regulation.**

**8:00 PM- MR brought up the intent of the selectmen to raise the Beach House at the public beach. MR indicated there should be a discussion of this intended action and that the voice of the HDC should be heard either in**

**support of or against this action since this building resides in the Historic District. John asked MR if he would be willing to write a letter for the HDC on the outcome of the July discussion. MR agreed. No other business was discussed.**

**8:02PM – A motion by MR to adjourn and a second by AM was passed.**

**Respectfully submitted,**

**Michael F. Roy  
Secretary**

**Next Meeting: Monday July 20, 2009  
Please inform JB if you cannot attend**

Canaan Historic District Commission (HDC) Meeting Minutes  
July 20, 2009  
Mascoma Senior Center, Canaan, NH

Members present: John Bergeron (JB), Dan Fleetham (DF), Andrew Mulligan (AM),  
Scott Borthwick (SB);  
Alternate Members present: none

Members of the public present: Charlotte Abington, Susan Baldwin, Jean Ritchie, Laura  
and Procter Smith.

7:00 PM -- Meeting called to order

7:00 PM -- Review of minutes from previous meeting

7:10 PM --Minutes accepted as written; motion by DF and second by SB

7:12 PM -- Baldwin property: begin review of property color, steps and other items where  
the house plans differ from what was constructed. The color of the garage does not  
exactly match the color chip. Front steps were constructed, but there were no steps in  
the original plans. The front door is high and it is obvious from the plans that steps  
should have been on the plan. Three windows were constructed over the garage on the  
east and west, but the original plan calls for one on east and west. The original plan had  
clapboards almost to the ground, whereas the final construction has a substantially  
visible foundation. The connector to the garage shows a railing but none has been  
constructed. There is a horizontal white trim board on either side of the garage doors  
about 1/3 of the way up the doors, which was not on the original plan. Discussion was  
suspended until after the previously scheduled Smith hearing, and will resume later in  
the evening.

7:27 PM -- Opened the continued public hearing for Procter and Laura Smith property on  
Moss Flower Lane. Laura presents some design sketches and 3 dimensional drawings  
from Housebuilder.com.

7:40 PM -- Charlotte Abington, abutter, expresses some concern as Smith property is  
not a historically significant property.

7:50 PM -- Agree to continue public hearing on Smith property until the 10<sup>th</sup> of August as  
which time the Smiths will return with more detailed and to scale drawings. 10<sup>th</sup> of  
August, 7:00 PM.

7:55 PM -- Continued discussion of Baldwin property whether to remove and replace  
with clapboard or simply paint red (Stagecoach Red) the horizontal trim board that butts  
into the garage door. It was agreed that the horizontal garage trim boards would be  
painted red or replaced by red clapboards. Agree to move along with landscaping  
endeavors. Jeanne Ritchie will oversee landscaping design.

8:10 PM -- Discussion of property lines between Baldwin and Ritchie properties. JB  
recommends parties going to Planning Board for a conceptual discussion to redraw  
property lines so that the Baldwin property would be at least 2 acres, but would straddle  
Canaan street.

8:25 PM -- Brief discussion of paint colors and decide to put off further discussion.

8:27 PM -- Brief discussion of vinyl shutter replacement

8:35 PM -- Move to adjourn by SB, second DF

Respectfully submitted,  
Andrew Mulligan

Canaan Historic District Commission (HDC) Meeting Minutes  
August 10, 2009  
Mascoma Senior Center, Canaan, NH

Members present: John Bergeron (JB), Andrew Mulligan (AM), Scott Borthwick (SB);  
Alternate Members present: none

Members of the public present: Charlotte Abington, Laura and Procter Smith, Charlie Smith

7:00 PM -- Meeting called to order

7:01 PM – Opened the continued Public Hearing for final approval for the Smith property on Moss Flower lane

Laura and Procter presented a final set of design sketches for the addition to their house along with an historical background with pictures of their home purchased in 1992. The HDC committee questioned the pitch of the roof design, the skylight (the dimensions are not to exceed 4'x5' and one skylight was agreed upon). All questions were satisfied.

7:17 PM - Charlotte Abington, abutter, expressed complete support for all changes to be made to the Smith home.

7:18 PM - A motion was made by AM with a second by SB to approve the Smith request and it was passed unanimously.

7:20PM – A move to adjourn by SB second MR

Respectfully submitted,

Michael F. Roy  
Secretary

Canaan Historic District Commission (HDC) Meeting Minutes  
August 17, 2009  
Mascoma Senior Center, Canaan, NH

APPROVED

Members present: John Bergeron (JB), Dan Fleetham (DF)  
Alternate Members present: Skip Baldwin (CB), Brooke D'Entremont (BD)

CB and BD were appointed to fill regular member chairs for the meeting.

Members of the public present: None

7:05 PM - Meeting called to order

7:07 PM - The July 20<sup>th</sup> minutes were reviewed and approved with a correction.

7:20 PM - The August 10<sup>th</sup> minutes were approved with corrections and with a phone call to Andrew Mulligan to help clarify the number of skylights previously approved.

7:25 PM - JB read a letter from Roger Baldwin in response to John's out bound letter to him summing up the prior HDC meeting regarding issues and recommendations. Roger Baldwin in his letter committed to action to bring his property into conformance, but on some issues needed to check with his builder who was out of town as to feasibility.

A discussion ensued regarding The HDC approval process. Members felt that in order to help mitigate future problems of unauthorized construction that the HDC should review the letter of approval we use for applicants and construct language that positions recourse that the Town of Canaan may take if there are unauthorized changes to approved plans. (to be discussed in detail at a later meeting)

7:30 PM - The color approval discussion continued and it was decided to table any decision until a larger representation of the HDC committee was present. However, we moved the discussion forward in looking at potential color approval with wood products vs. composite materials. (to be continued at the next meeting)

8:09 PM - CB made a motion to adjourn with a second by DF.

Respectfully submitted,

Michael F. Roy  
Secretary

Canaan Historic District Commission (HDC) Meeting Minutes  
September 21, 2009  
Mascoma Senior Center, Canaan, NH

Members present: John Bergeron (JB), Scott Bothwick, Michael Roy (MR), Dan Fleetham (DF), Andrew Mulligan (AM)  
Alternate Members present: Skip Baldwin (CB), Brooke D'Entremont (BD)

Members of the public present: None

7:05 PM - Meeting called to order

7:07 PM - The August 17, 2009, minutes were reviewed and approved with a motion from SB and second by DF.

7:10 PM – A discussion on “future projects executed with deviations from the approved plan” was resolved with the adoption of language to be included in all future HDC Approval Letters issued.

“Approval by the Historic District Commission is hereby granted with the provision that the applicant will follow the specific approved design, building constraints and other architectural attributes as they apply to the applicant’s request.

If the applicant feels that change is necessary i.e. additional windows, color, dimensions, location, boundaries, etc, and not limited to these mentioned. The applicant must come again before the Historic District Commission for approval.

If the Historic District Commission’s approval is not complied with at any time, the applicant will be subject to the full enforcement of the Municipal Laws and Regulations of the State of New Hampshire.”

7: 40 PM A discussion ensued regarding the recent demolition of a garage on Jeff Majewski’s property. It was noted by JB that demolition approval was not sought by Jeff Majewski for the razing of his garage. It was also noted that the garage was in terrible condition and the demolition was an enhancement to property and safety conditions. Nevertheless, MR was asked to speak to Jeff Majewski to review the HDC regulation and secure agreement that this action will not be repeated.

7:50 The HDC continued its exterior color approval process and concluded with a motion by SB and seconded by DF that the HDC defines exterior colors as those illustrated on the 2006 Historic Colors of America Chart. These exterior approved colors are only approved for wood surfaces. Any synthetic material, except white, will require HDC approval complete with a painted sample.

8:30 PM – JB advised the HDC that the bidding process for a new column on the Museum front porch was in its final stages. Bids would be entertained for wood and fiber- glass and results presented at the next meeting.

8:33 PM – JB announced that Thomas Hudgens had tendered his resignation from the HDC because of personal reasons and that the HDC would now be seeking an alternate as replacement.



8:35 PM - SB made a motion to adjourn with a second by AM.

Respectfully submitted,

Michael F. Roy  
Secretary

Canaan Historic District Commission (HDC) Meeting Minutes  
October 19, 2009  
Mascoma Senior Center, Canaan, NH

Members present: John Bergeron (JB), Michael Roy (MR), Andrew Mulligan (AM)  
Alternate Members present: Skip Baldwin (CB) - Skip was appointed as a voting member for the evening, Brooke D'Entremont (BD)

Members of the public present: None

7:02 PM - Meeting called to order

7:03 PM - The September 21, 2009, minutes were reviewed and approved with a motion from AM and second by CB.

7:10 PM - JB reported that the Museum bid will be awarded to King Corner Wood Turning and Woodworking from Ware, NH. A new wooden column will be provided by King Corner will be installed by the successful bidder for the porch repair.

7:20 PM - A review and discussion of the existing HDC laws, regulations and rules was conducted for introduction for the newer members and to uncover potential change and/or update. Three areas of discussion surfaced as possibilities: Review of Applications with photos before and after, Quorum - the use of teleconference, and Publication of the Minutes. Discussion in these areas will move forward to the next meeting and a continued review of the laws, regulations and rules will begin with Article 8.

8:01 PM - There was no new business

8:02 PM - MR made a motion to adjourn with a second by CB.

Respectfully submitted,

Michael F. Roy  
Secretary

Canaan Historic District Commission (HDC) Meeting Minutes  
December 21, 2009  
Mascoma Senior Center, Canaan, NH

Members present: John Bergeron (JB), Michael Roy (MR), Dan Fleetham (DF)  
Alternate Members present: Skip Baldwin (CB), Brooke D'Entremont (BD) - Brooke was appointed as a voting member for the evening,

Members of the public present: None

7:09 PM - Meeting called to order

7:10 PM - The October 19, 2009, minutes were reviewed and approved with a motion from MR and second by BD.

7:14 PM - JB reported on a letter received from Roger Baldwin regarding two alterations to his home.

1. Roger indicated that the trim work removal with clapboard replacement has begun in accordance with an HDC request. The speed of replacement will be gauged by the weather.

2. Roger asked that he be allowed to put gutters on his home to mitigate the impact of water deposit and destruction. Approval on a motion by MR and second by BD was granted based an HDC appurtenant guidelines.

7:19 PM - There was no new business

7:20 PM - DF made a motion to adjourn with a second by BD.

Respectfully submitted,

Michael F. Roy  
Secretary