

**SOMERSWORTH HISTORIC DISTRICT COMMISSION WORKSHOP**  
**MINUTES OF MEETING**  
**October 25, 2023**

**MEMBERS PRESENT:** Laura Barry-Chair, Richard Brooks, George Poulin, Kimberly Shoen, Timothy Metivier, Elizabeth Nguyen and Matt Gerding  
  
Frank Kennedy, Arlene Labrie, and Jason Evans.

**EXCUSED MEMBERS:**

**STAFF PRESENT:** Michelle Mears, Director of Planning and Community Development

The meeting was called to order at 6:00pm.

A) Public Meeting

i) **Historic Plaque Program Workshop with Summersworth Historical Society & Museum**

- (1) Discussion of process – who holds the funds? How long to review proposed applicants and the process for getting approved for a sign? If the museum is doing it, they are all volunteers. Questions about how many people would want a sign and the time it would take to approve applications as well as what documentation is required.
- (2) Discussion of what should go on the sign.
- (3) Discussion about what the sign should look like.
- (4) Discussion of what houses qualify:
  - (a) all agreed any house that has historic significance.
- (5) Question: Can we ask for donations when people file for HDC review on the application?
  - (a) There was lots of discussion on this.
- (6) Discussion about standards of what qualifies as historic or significant.
- (7) Discussion about whether the museum could ask city for seed money.
  - (a) Would need to ask city council for funds but that's March or April.
- (8) Matt asked about community donation funding, i.e.; like occurred with the recent memorial.
- (9) Discussion of next steps:
  - (a) Speak with Shane at the high school about whether the high school shop can do the signs and what the cost would be.
- (10) The museum indicates they want to be part of the process. It is still unclear how that would work.
- (11) Agree that all signs will be the same.
- (12) Discussion about upkeep of signs – repainting, what if they are damaged, etc.
- (13) Discussion of what colors and options there are for signs.
- (14) Sub-committee formed:
  - (a) Tim M, Laura B, Frank K and Matt G.
- (15) Sub-committee meeting on November 15<sup>th</sup> at 6pm.

The meeting was adjourned at 6:50pm.

Respectfully submitted,  
Kimberly Shoen, Historic District Commission Secretary