

SALISBURY HISTORIC DISTRICT COMMISSION

SPECIAL MEETING

APRIL 16, 2024 – 9:00AM (VIA ZOOM)

1. Call to Order. Present: Carol Mason, Tom Callahan, Howard Sobel (Alternate). Absent: Robert Highsmith, Heidi Hoeller and M.C. Taylor. A **Motion to Elevate H. Sobel to Voting Member** was made by T. Callahan, seconded by C. Mason and **Approved**.
2. **Approval of Agenda. So Moved** by T. Callahan, seconded by H. Sobel and unanimously **Approved**.

**Public Hearing**

3. COA #2024-005 / Congregational Church / 30 Main Street / Install EV Charger and Safety Bollards / Revision / DOR: 3-27-2024  
The Public Hearing was Opened. T. Callahan read the Legal Notice. T. Callahan found the information provided, as expected; C. Mason and H. Sobel agreed. Mark Robbins, MHR Development, commented that this COA is the first step in the process of approval. Rachel Fossum, MHR Development, pointed out that she had spoken with the Fire Marshall about the separation required for the bollards. T. Callahan indicated that the application is OK conceptually and to proceed with the rest of the process; C. Mason agreed. There were no public comments. A **Motion to Close the Public Hearing** was made by T. Callahan, seconded by C. Mason, with **All in Favor**. A **Motion to Approve COA #2024-005, Install EV Charger and Safety Bollards, Congregational Church**, was made by T. Callahan, seconded by H. Sobel and unanimously **Approved**.
4. COA #2024-006 / 54 Main Street / Construct In-ground Pool with Auto Cover / DOR: 3-30-2024  
The owners, Andrew Foley and his wife, were present to answer questions. T. Callahan asked about the location of the pool equipment; Mr. Foley answered that it would be hidden behind an existing structure. H. Sobel and C. Mason asked if it would be visible from the road; Mr. Foley answered that they do not intend to have it visible from the road or the pool. T. Callahan pointed out that the COA could be waived, since there's no fencing and nothing will be visible; he suggested moving forward without a public hearing. H. Sobel commented that if the design changes from what was presented, to let the Commission know that. T. Callahan agreed with that, if the location of the pool equipment becomes visible because of P&Z regulations. C. Mason agreed with H. Sobel and T. Callahan. T. Callahan explained the waiver process. (At this time, M.C. Taylor arrived) A **Motion to Waive COA #2024-006** was made by T. Callahan, seconded by M.C. Taylor, with **All in Favor**.

5. Review/discuss updated COA form

C. Mason called for a brief discussion, noting that H. Sobel and H. Hoeller had comments; more time was needed to review before the next monthly meeting. T. Callahan suggested having a workshop on this topic; C. Mason will check on the FOI rules. T. Callahan pointed out that there is a lot of good information now and would like to make the form less cumbersome, as long as all agree on the key points; H. Sobel mentioned that he had sent additional comments to R. Highsmith. H. Sobel commented that there was some confusion, regarding the Guide; he suggested updating the Guide to modify the time frame for an application to be submitted prior to a meeting. C. Mason pointed out that an application can be submitted at any time, however, there has to be enough time to get paperwork together and post the agenda at least 2 days before the meeting; holidays and Town Hall closures can affect the schedule. C. Mason noted that FOI rules had changes the requirements for posting agendas, but would still like the Commission to be as accommodating as possible. H. Sobel offered to help update the Guide and suggested having a link to it on the COA form. (At this time, H. Hoeller joined the meeting.) C. Mason indicated that she would like to have all members present for the next COA form discussion.

6. Public Comment – None

7. **Adjournment. So Moved** by T. Callahan, seconded by C. Mason, with **All in Favor**.