

SALISBURY HISTORIC DISTRICT COMMISSION

REGULAR MEETING

SEPTEMBER 9, 2025 – 9:00AM (HYBRID)

1. Call to Order. Present: Carol Mason, Heidi Hoeller and M.C. Taylor. Absent: Howard Sobel.
2. Approval of Agenda. The Agenda was changed, in order to hear the COA applications heard before the ordinary business of the meeting. **The Agenda was Approved, as Amended.**
3. COA #2025-006 / 5 Academy Street (Curtis Rand) / Roof Replacement with Asphalt Shingles / DOR: 9/2/2025
Mr. Rand explained that the roof was an emergency, with water pouring in; the contractor got the permit to do the work and it was done in one day. H. Hoeller asked if the shingles were “like-kind”; Mr. Rand answered yes. C. Mason commented that even if the replacement is like-kind, the paperwork should be filled out so that the SHDC knows about it. This **COA #2025-006 was Waived, for like-kind replacement**; no public hearing necessary.
On another matter, Mr. Rand informed the HDC that the DOT has to replace or restore the bridge by the library; it is being planned now, with work possibly beginning in 2026. Mr. Rand would like to have the same kind of stone walls used and asked for a letter of support from the SHDC; the members agreed.
4. COA #2025-007 / 433 Salmon Kill Road / Michel Carter (Chris Najdek) Replace Rotten Sill Box and Install New Asphalt Shingles / DOR: 9/3/2025
Mr. Najdek that he had missed the COA requirement on the application and was informed that he needed one by the building inspector. He commented that the insurance company is refusing to insure the home; they must have a new roof as soon as possible. It will be a like-kind replacement with asphalt shingles. H. Hoeller asked if they will use the same cedar shingles; Mr. Najdek answered yes, there would be no change to the front façade. **A Motion to Waive COA #2025-007, as “Like-Kind” Replacement**, was made by H. Hoeller, seconded by M.C. Taylor, With All in Favor. No public hearing was scheduled.
5. COA #2025-008 / 24 Main Street (Salisbury Association) / New Signage / DOR: 9/3/2025
Abeth Slotnick represented the Salisbury Association Building Committee. H. Hoeller asked if the new signs would be the same size; Ms. Slotnick answered yes and the same number. M.C. Taylor asked about the color; H. Hoeller commented that it helps it blend in. Ms. Slotnick pointed out that there would be new font used. **A Motion to Waive COA #2025-008, as “Like-Kind” Replacement**, was made by H. Hoeller, seconded by M. C. Taylor, With All in Favor. No public hearing was scheduled.

6. **Approval of Minutes July 1, 2025. So Moved** by H. Hoeller, seconded by M.C. Taylor, **With All in Favor.**
7. **Approval of Minutes July 15, 2025. So Moved** by H. Hoeller, seconded by M.C. Taylor, **With All in Favor.**
8. Transfer Lists – June, July, August, 2025 – Deferred to next meeting.
9. Discussion: Map Update and the Red Book. C. Mason commented on the map; they need wording to direct all questions to the HDC. C. Mason will invite Mat Kiefer to attend the next meeting or on Zoom. The Red Book will be discussed at the next meeting.
10. Discussion: Create letter for Historic District property owners. C. Mason will draft a letter and send it to the members for review.
11. Commissioner Comments

H. Hoeller commented that she had not received any response from Mary Dunne at SHPO, regarding the map and handbooks. Instead of calling, C. Mason suggested inviting Ms. Dunne to Zoom into the next SHDC meeting, if possible. There was brief discussion about solar panel uses and past approvals.

M.C. Taylor asked if Pat Hackett needs to come back to the SHDC about a modification to the elevation of the handicap access ramp at the Congregational Church; the COA was approved earlier this year. There was discussion about adding a check box to the COA form for a “request for modifications”. C. Mason will add it onto the form, the language can be voted on at the next meeting and then the modified COA application can go to Miles Todaro to put on the website. There was discussion about Mr. Rand’s request for a letter of support from the SHDC about the bridge project. C. Mason suggested they should try to add the bridge to the Historic District, H. Hoeller agreed. If Mr. Rand and the BOS like the idea, adding the bridge to the Historic District could go to a vote at a Town Meeting and, if approved, be added to the map.
12. **Adjournment – So Moved** by H. Hoeller, seconded by M.C. Taylor, **With All in Favor.**