

SALISBURY HISTORIC DISTRICT COMMISSION

REGULAR MEETING

SEPTEMBER 1, 2026 – 9:00AM (HYBRID)

1. Call to Order. Present: Carol Mason, M.C. Taylor, Carl Culbreth and Heidi Hoeller. Howard Sobel joined later in the meeting.
2. Approval of Agenda. C. Mason proposed changing the order of the Agenda. Items 10, 13 and 11 to be discussed before the COA applications. **A Motion to Approve the Agenda, as Amended, was Approved, With All in Favor.**
3. **Approval of the Minutes May 5, 2026; June 2, 2026; July 22, 2026; August 5, 2026; and August 12, 2026. So Moved** by M.C. Taylor, seconded by C. Culbreth, **With All in Favor.**
4. (10) Transfer Lists – May, June and July, 2026 – There were no comments.
5. (13) Discussion: Storm Damage Repairs
C. Mason would like to have a provision for emergency repairs and allow the HDC to be informed afterwards, suggesting that everyone would be treated the same, if they have something in place. M. C. Taylor asked how people would be alerted. There was no decision at this time.
6. (11) Map Update – Mat Kiefer
Mr. Kiefer delivered 6 official maps to be adopted by the SHDC. The maps no longer have his name on them. C. Mason noted that people should come to the SHDC with questions. C. Culbreth suggested that copies of the maps should be distributed to the Land Use office, the Building Department. Mr. Kiefer pointed out that the maps should have an official date (of adoption) and then there could be future revisions. (H. Sobel joined the meeting via Zoom at this time.) Mr. Kiefer will retain all of his original maps and land office research records. Mr. Kiefer left the meeting at this time. **A Motion to Accept These Maps as Official (6 Maps of the Salisbury Historic District), to be Presented to the Town Clerk and the Land Use Office,** was made by C. Culbreth, seconded by M.C. Taylor, **With All in Favor. The 6 Historic District Maps will be dated September 1, 2026.**
7. (8) COA #2026-009 / 7 Academy St / Applicant: Peggy Rice / Repair/Replace Existing Top Roof of Building, Parapet Posts and Railings / DOR: 8/7/2026
The applicant was not present. C. Culbreth commented that saying (something will be) exact to the existing is not enough. H. Sobel suggested verification of “in-kind” and to put it in the Guide; provide photos before and after the work. The application was **Tabled.**

8. (9) COA #2026-010 / 84 Main Street (Buckley House) / Applicant: Howard Sobel / Repair Fence on Front of House Due to Storm Damage / DOR: 8/17/2026

Mr. Sobel explained that he had to replace fence boards with identical ones, due to tree damage from the storm. C. Culbreth indicated he would go over and look at it; he asked that a picture be put into the application. C. Mason pointed out that the fence was previously approved. A **Motion to Acknowledge In-Kind Repair with Verification**, was made by C. Culbreth, seconded by M.C. Taylor and **Approved, With 1 Abstention** by H. Sobel, the applicant.

9. (12) Follow-up from meeting with the State on Section 106 (National Historic Preservation Act) – C. Mason

This discussion was about revisions to the regulations which could exclude local participation by towns and Historic District Commissions. The State Historic Preservation Office (SHPO) asked for this Commission to send a letter opposing the revisions. H. Hoeller pointed out that the revisions had already been reviewed and approved by the Advisory Council; the modifications have been passed along to the Office of Information and Regulatory Authority. Those Federal changes could impact the Town in the future.

10. (15) Discussion: Homeowner Handbook draft – C. Mason handed out the draft for the Commissioners to review.

11. (14) Discussion: Draft of Roof Replacement Guideline – H. Sobel has worked on it and added notes to add to the Guidelines; he will send the draft around via email for the members to review.

12. (16) Commissioner Comments / Other Business – C. Mason will forward an email regarding HD Commissioner training on Tuesday, September 22, 2026 from 5:30-8:30pm at the Cheshire Town Hall. C. Culbreth and H. Hoeller may attend.

13. (17) **Adjournment. So Moved** by M.C. Taylor, seconded by H. Hoeller, **With All in Favor**.